



An Australian Government Initiative



Regional  
Development  
*Australia*

ADELAIDE METROPOLITAN

# Request for Quote

## Regional Development South Australia (RDSA) Infrastructure Prioritisation

This RFQ closes at: 5pm on Thursday 10 August 2023 at 12.00pm (ACST).

August 2023

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# Structure of this Request for Quote

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This Request for Quote (RFQ) is comprised of three sections:

- ❖ **Section A** – Quote Conditions Page 3
- ❖ **Section B** – Project Brief Page 7
- ❖ **Section C** – Form of Quote and Schedules Page 13

# Section A- Quote Conditions

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## 1. Definitions

In this Request for Quote:

- ❖ RDAA refers to the Regional Development Australia Adelaide Metropolitan Incorporated, trading as Regional Development Australia Adelaide.
- ❖ Schedules means the schedules contained in Section C of this RFQ.
- ❖ RFQ means this Request for Quote.
- ❖ Closing Date means the time and date specified in clause 2.1.6, or such later time and date as may be notified in writing to Respondents by RDAA.
- ❖ Form of Quote means the form contained in Section C of this RFQ.
- ❖ Respondent refers to any party who responds to this RFQ.
- ❖ Quote means a quote submitted by a Respondent pursuant to this RFQ.
- ❖ Schedules means the schedules contained in Section C of this RFQ.
- ❖ Services means the services sought to be purchased by RDAA pursuant to this RFQ.
- ❖ Specifications means the specifications specified in Section B of this RFQ.
- ❖ Region means the Regional South Australia comprising the Regional Development Australia boundary areas of:
  - Regional Development Australia Adelaide Hills, Fleurieu & Kangaroos Island;
  - Regional Development Australia Barossa, Light, Adelaide Plains & Gawler;
  - Regional Development Australia Eyre Peninsula;
  - Regional Development Australia Far North;
  - Regional Development Australia Limestone Coast;
  - Regional Development Australia Murraylands & Riverland;
  - Regional Development Australia Yorke & Mid North.

## 2. Request for Quotes

RDAA seeks Quotes from Respondents for the provision of the Services. All prices for the Services are to be fixed. Quoted prices must include GST and all applicable levies, duties, taxes and charges. Any charge not stated in the Quote will not be payable by RDAA.

The Respondent must submit:

- 2.1.1 the original Form of Quote;
- 2.1.2 the completed Schedules (1-7)
- 2.1.3 Any Quote may be rejected if it does not conform with the requirements of the Specifications of this RFQ.
- 2.1.4 Contact Officer for the RFQ is Kelly-Anne Saffin, Chief Executive Officer, RDAA – Mobile: 0417 872 015, Email: [ceo@rdaadelaide.com.au](mailto:ceo@rdaadelaide.com.au).

- 2.1.5 Quotes must be submitted via email to [ceo@rdaadelaide.com.au](mailto:ceo@rdaadelaide.com.au), with a PDF attachment which is duly signed, clearly endorsed with the Quote title, namely *RDSA Infrastructure Prioritisation*
- 2.1.6 This RFQ closes at: 12pm on Thursday 11 August 2023 (ACST).
- 2.1.7 Quotes received after the Closing Date/Time may NOT be considered.
- 2.1.8 RDAA will not accept any responsibility in the event that a Quote is not received by the Closing Date/Time.
- 2.1.9 Respondents must not use this RFQ (including any attached technical and other written information supplied by RDAA) for any purpose other than to prepare a Quote. This includes not copying this RFQ (including any attached technical and other written information supplied by RDAA) and providing a copy to any third party not involved in the preparation of a Quote.

### 3. Acceptance of Quote

The Respondent agrees that the Quote remains open for a minimum period of 60 days after the Closing Date.

### 4. No Legal Requirement

The issue of this RFQ or any response to it does not commit, obligate or otherwise create a legal requirement on RDAA to acquire the Services from a Respondent.

### 5. Regional Development Australia Adelaide Rights

RDAA reserves the right to:

- ❖ amend, vary, supplement or terminate this RFQ at any time;
- ❖ accept or reject any Quote, including the lowest price Quote;
- ❖ negotiate with any service provider on all or any part of the Services to be supplied pursuant to this RFQ;
- ❖ postpone or abandon this RFQ;
- ❖ add or remove any Respondent;
- ❖ accept or reject any Quote;
- ❖ accept all or part of any Quote;
- ❖ negotiate or not negotiate with one or more Respondents;

- ❖ discontinue negotiations with any Respondent; and

include the Respondents' names in RDAA reports and make them public. This may include the order of Respondents on the basis of quoted price but without the specific amount quoted.

## 6. Quote Evaluation

In assessing Quotes, RDAA will have regard to, but not necessarily be limited to, the following criteria (not listed in any order of priority):

- ❖ completion of the Form of Quote;
- ❖ compliance with the Project Brief;
- ❖ experience and qualifications of the nominated personnel of the Respondent;
- ❖ proposed methodology and timeframe for the completion of the services;
- ❖ demonstrated experience in completing similar projects;
- ❖ referees; and
- ❖ insurance.

## 7. Respondent's Confidential Information

Subject to clauses 7.1.1, 8 and 9, RDAA will treat as confidential all Quotes submitted by Respondents in connection with this RFQ.

RDAA will not be taken to have breached any obligation to keep information provided by Respondents confidential to the extent that the information:

- 7.1.1 is disclosed by RDAA to its advisers, officers, employees or subcontractors solely in order to conduct the RFQ process or to prepare and manage any resultant agreement;
- 7.1.2 is disclosed to RDAA's internal management personnel, solely to enable effective management or auditing of the RFQ process;
- 7.1.3 is authorised or required by law to be disclosed; or
- 7.1.4 is in the public domain otherwise than due to a breach of the relevant obligations of confidentiality.

## 8. Governing Law

This RFQ is governed by the law in South Australia. The parties irrevocably submit to the exclusive jurisdiction of the courts in South Australia.

## 9. ICAC

Respondents acknowledge that if they enter into a contract with RDAA they may be considered to be public officers for the purposes of the Independent Commissioner Against Corruption Act, 2012 (SA) (ICAC Act) and will be obliged to comply with the ICAC Act and the Directions and Guidelines issued pursuant to the ICAC Act.

# Section B- Project Brief

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## Review & Update – RDSA Infrastructure Prioritisation

### BACKGROUND

For well over 25 years the eight RDAs in South Australia have evolved into key economic development agencies within their specific regions. We are a key source of regional intelligence on matters of economic development, investment and business opportunities.

The Regional Development Australia Boards are each incorporated boards across the State of South Australia being seven (7) regional RDA's which are funded by Commonwealth, State and Local Government. RDA Adelaide is funded by the Commonwealth Government to provide assistance to the Regional South Australian RDAs, and Regional South Australia as a whole.

The RDA Chief Executive Officers meet regularly throughout the year to ensure there is a combined approach to developing regional South Australia and that opportunities for collaboration are identified and acted upon.

### Previous Infrastructure Prioritisation

Every five (5) years RDSA produces an Infrastructure Prioritisation document- with the next re-iteration due December 2023. Previously these documents have:

- ❖ Assisted as background information for the establishment of Infrastructure South Australia in 2018 and Infrastructure Australia in their 2022 Regional Strengths and Infrastructure Report;
- ❖ In developing the infrastructure prioritisation a merit criteria is determined and each RDA puts forward a pre-determined number of projects (with detailed information that is published) and workshops to come up with priorities. Involves trust and ability to see the greater advantage.
- ❖ Characterised by looking at the whole lifecycle of infrastructure not just funding.
- ❖ In developing the prioritization consideration of the current lifecycle of the project has been undertaken:
  - Feasibility;
  - Investment Ready;
  - Advocacy.
- ❖ The current status of the 2018 RDSA Infrastructure Prioritisation top 20 projects is:
  - 5 projects funded and complete;
  - 3 projects funded and stage one complete;
  - 3 projects funded, capital build completed and operational;
  - 3 projects are funded and either under construction or will commence in 2023;
  - 2 projects feasibility have been completed and deemed not feasible at this stage;
  - 4 projects are still deemed status quo and 2 are the subject of active advocacy work by RDA's.

## Purpose of Current Project

The RDA's have agreed to review and publish a five-year update in 2023. The RDA's desire that while the project is consistent with the intent and purpose of the previous versions that the product evolve.

The primary purpose of this document is to provide a summary of priority projects, their likely impacts on regional South Australia and what resources are required for each. By conducting a prioritisation process RDSA aims to encourage public and private investment in those projects that will yield real and lasting benefits for the State.

The initial prioritisation process is set out in detail in the 2013 report, but in summary it sought to achieve the following outcomes, which remain largely unchanged:

- ❖ to shift decisions about infrastructure from project-by-project, and region-by-region to a much broader and deeper focus on State needs;
- ❖ to understand what is really important jointly across all regions by using an agreed set of criteria, then aligning similar project needs among otherwise competing priorities;
- ❖ to provide analytical rigor and theory behind the 'need';
- ❖ Provide for transparent decision making; and
- ❖ Increase the ability of the RDAs across the State to approach all levels of Government as a collective to demonstrate how and why these projects are deemed to be a priority, with a view to attracting funding into South Australia.

We hope to work with the successful respondent to refine the methodology, information provided by the RDA's and any related matters.

## Previous definition of Infrastructure- for review

The participants in the 2013 prioritisation process defined infrastructure under the following categories:

Transport	Utilities	Community Infrastructure
<ul style="list-style-type: none"> <li>❖ Ports</li> <li>❖ Roads</li> <li>❖ Rail</li> <li>❖ Airports</li> </ul>	<ul style="list-style-type: none"> <li>❖ Electricity</li> <li>❖ Gas</li> <li>❖ Wind (including renewable)</li> <li>❖ Water</li> <li>❖ Telecommunications</li> <li>❖ Waste Management</li> </ul>	<ul style="list-style-type: none"> <li>❖ Health services</li> <li>❖ Sport and recreational facilities</li> <li>❖ Tourism</li> <li>❖ Schools/Education</li> <li>❖ Art and Cultural</li> <li>❖ Emergency Services</li> <li>❖ Housing</li> <li>❖ Employment</li> <li>❖ Public and Community Transport</li> <li>❖ Social support services</li> <li>❖ Libraries</li> <li>❖ Child Care</li> </ul>

## Previous weighted criteria- for review

Criteria	Percentage Rating
Economic <ul style="list-style-type: none"> <li>❖ Promote development of job creation (construction and operations)</li> <li>❖ Address capacity constraints</li> <li>❖ Create employment (directly and indirectly)</li> <li>❖ Sustained economic growth</li> </ul>	30%



<ul style="list-style-type: none"> <li>❖ Increased productivity</li> <li>❖ Ability to attract competitive funding</li> <li>❖ Direct and indirect economic benefit</li> </ul>	
<p>Deliverability/Achievability</p> <ul style="list-style-type: none"> <li>❖ Addressing a need to provided by existing infrastructure</li> <li>❖ Stage within a project lifecycle – shovel ready?</li> <li>❖ Removes constraints on future infrastructure growth</li> <li>❖ Funding arrangements – government, private, PPP</li> <li>❖ Project scale and therefore attractiveness to investors</li> <li>❖ Assessment of technical risk</li> <li>❖ Ongoing stages and scaled based on volume</li> <li>❖ Number of risks in the development</li> <li>❖ Certainty around funding and business models including project strategy</li> </ul>	20%
<p>Growth</p> <ul style="list-style-type: none"> <li>❖ Resilience of reducing economic loss to Regions</li> <li>❖ Sustained economic growth</li> </ul>	15%
<p>Cross Regional</p> <ul style="list-style-type: none"> <li>❖ Alignment to federal and state objectives</li> <li>❖ Consistency of infrastructure demands across multiple regions</li> </ul>	15%
<p>Social</p> <ul style="list-style-type: none"> <li>❖ Greater social amenity and improved quality of life</li> <li>❖ Sustainable prosperity in communities</li> <li>❖ Developing regions</li> <li>❖ Alignment to regional infrastructure plans</li> <li>❖ Impact on regional population levels</li> <li>❖ Maximise positive and minimise negative social impacts</li> </ul>	10%

In particular, we note since the last publication a number of complimentary publications have been developed, including but not limited to:

- ❖ Infrastructure Australia- 2022 Regional Strengths & Infrastructure Gaps;
- ❖ Infrastructure South Australia- 20-year strategy and annual Capital Intentions Statement.

We strongly suggest that the respondents familiarise themselves with the two previous RDSA Infrastructure Prioritisation projects (2013 & 2018) in providing this Request for Quote <https://regionaldevelopmentsa.com.au/infrastructure-prioritisation-tender/>.

### Resources provided by RDAs to the Project

The RDAs will provide information on the individual projects (up to 10 projects) in a form as agreed with the Steering Committee and respondent. For reference the type of information provided before has included in the previous versions at <https://regionaldevelopmentsa.com.au/infrastructure-prioritisation-tender/>.

RDA's will also provide:

- ❖ Mapping of current public infrastructure in their regions (available by 31 October 2023);
- ❖ Aggregating forward regional investment pipeline data and baseline economic data for each region (including GRP, counts of businesses & other key economic indicators).

We encourage the successful respondent to bring any information to the process which would assist in this prioritisation.

### Project Deliverables

1. Revision of the methodology including prioritisation information and methodology;
2. Collation of the project information (up to 10 projects as provided by the RDAs in the agreed format);

3. Consolidation and distribution of merit criteria;
4. Workshop (up to full day) with RDSA representatives (at least the CEO from each RDA Board);
5. Detailed Executive Summary on the current state of infrastructure (optional item- please quote as a separate item);
6. Provision of RDSA Infrastructure Prioritisation Document for publishing.

#### Indicative Timeframes

Week Of	Task
Week- 31 July 2023	Tenders Open
Week- 7 August 2023	Tenders Close and collated information to Steering Committee (Thursday 10 August at 12pm ACST)
Week- 14 August 2023	Steering Committee Recommendation to CEO's, CEO's recommendation to RDA Adelaide Board
Week- 14 August 2023	RDA Adelaide Board sign off, successful and unsuccessful tenders notified
Week- 22 August 2023	Project Commencement Meeting successful contractor
Month of September	Finalisation of Methodology, Timeline and Information Request to RDAs for collation
Month of October	Gathering of information from RDA's
10th November 2023	RDSA Infrastructure Prioritisation Workshop- set date
24th November 2023	Receipt of final report- set date
8th December 2023	Endorsement by Circular Motion to RDA's
16th December 2023	Launch of RDSA Infrastructure Prioritisation Report at RDSA Meeting

# Section C- Form of Quote & Schedules

## Schedule 1- Respondent Details

I/We

(Respondent) on

having read, understood and fully informed myself/ourselves/itself of the contents, requirements and obligations of this RFQ, hereby provide a Quote for the Services.

1.	<b>Name of Respondent</b> State in full the name(s) of the Respondent(s) and trading names ABN	
2.	<b>Contact Person</b>	
3.	<b>Registered Address</b>	
4.	<b>Postal Address</b>	
5.	<b>Telephone</b>	
6.	<b>Fax</b>	
7.	<b>Email</b>	

## Schedule 2- Price Schedule

Description	Price \$ (incl GST)
Fixed Fee- Revision of RDSA Infrastructure Prioritisation Methodology	
Fixed Fee- Collation of the project information (up to 10 projects as provided by the RDAs in the agreed format	
Fixed Fee- Consolidation and distribution of merit criteria	
Fixed Fee- Workshop (up to full day) with RDSA representatives (at least the CEO from each RDA Board) in Adelaide	
Provisional Item- Executive Summary on the current state of infrastructure (optional item- please quote as a separate item);	
Fixed Fee- Provision of RDSA Infrastructure Prioritisation Document for publishing	
<b>TOTAL FEES</b>	

### Schedule 3- Project Understanding and Proposed Methodology

Detail your proposed approach to satisfying the requirements of the Project Brief, including detail on the approach to stakeholder engagement.

### Schedule 4- Personnel

Provide detail on the human resources to be allocated to this work, including names, qualifications, roles within the project and previous experience.

### Schedule 5- Insurance

Provide details of professional indemnity insurance (minimum cover \$ 5 million), public liability insurance (minimum cover \$ 20 million) and worker's compensation insurance (statutory cover). Include a copy of each insurance cover with submission.

Insurance type	Policy no	Extent of cover		Expiry date	Name of insurer
		Per incident \$A	In aggregate \$A		
Professional indemnity					
Public and products liability					

### Schedule 6- Experience and Referees

Provide details of your experience with similar projects and details of at least three references for similar work and information on the approximate date when work was completed, and the approximate value of work undertaken.

### Schedule 7- Project Plan

Provide an indicative project plan that provides initial work breakdown, resource requirements, timeline and structure including:

- ❖ Expected Start Date:
- ❖ Expected Completion Date:

### Schedule 8- Value Add

Provide details of any additional deliverables that are offered as part of the study within the quoted fee. Respondents are encouraged to detail suggestions and/or alternate proposals that are innovative and offer increased benefits to RDAA.

### Schedule 8- Statement of Undertaking

The undersigned undertakes that if selected as the successful Respondent, I/we/it will be bound by the conditions provided. Execution to be a duly authorised representative of the respondent.