



REGIONAL PROCUREMENT INITIATIVE®

A division of Hunter Councils INC.

October 2013 Council Newsletter

2nd Edition



Message from the Manager

Regional Procurement is looking forward to new and exciting contract opportunities being delivered to our member councils over the next 12 months. Our focus is on maintaining basic contracts whilst seeking opportunities to deliver savings and efficiencies in other areas such as Water Meter Reading, Labour Hire and 'One-Off Fee for Service contracts, etc. We welcome any suggestions you may have as to additional contracts that could be called on a regional basis to obtain value outcomes for our members.

Our website is undergoing a refresh and we hope that you may be able to spare a few moments of your time to have a look and perhaps even provide us some feedback.

We will soon be implementing our Comments, Compliments and Complaints page on our website. This will enable our valued members to have their say knowing that all comments will be sent direct from you to our CEO in the first instance. We have taken this step to give our members the utmost confidence that whatever comments they submit via this page will be first seen by our CEO who in turn will forward same to the Manager Regional Procurement for action/resolution.

Please don't hesitate to contact myself or a member of my team should you wish to discuss any aspect of our operations.



Miffy and Safi- Best Friends

Send us a photo of your cheeky one for the next Regional Procurement Newsletter.

saraho@regpro.com.au

Enhancements to the Industry Partner Program

As part of our ongoing Quality Management process we are currently revising our Industry Partner program. The program will now comprise two levels:

Level 1 'Endorsed' Industry Partners

Endorsed Industry Partners are approved to supply goods/services up to and exceeding \$150,000 over a defined contract term. They are appointed as a result of a rigorous public tender process that includes checking the following:

- ASIC – trading status,
- Insurances are held– Public Liability, Worker's Compensation, Motor Vehicle (at a minimum),
- Appropriate feedback from references

Contract Rollovers

All tenders will run for a period of 2 years from the commencement date with provision for a 1 year extension. Take up of the 1 year extension period is determined by the outcome of our tender rollover process.

This process involves members of our Support Services Team making contact with all participating member councils. We do this to obtain feedback on the level of service provided by the incumbent supplier since the contract commenced.

The renewal process is conducted approximately 5 months in advance of the expiry date of a contract. This is due to the large amount of data that needs to be collected.

The relevant Council officers will be contacted in the following months regarding the contracts listed below:

- T41112RTC-R- Traffic Control
- T51112RTC- Road Safety Barrier Systems
- T61112RTC- REady Mixed Concrete
- T41112RTC- Traffic Control
- T21112RTC- Bulk Fuel
- T91112MNC- Traffic Control

Tenders in the
Pipeline...



HUN

- Ductile Iron Cement Lined Pipe, water and sewer fittings.
- Bulk Water Treatment Chemicals
- Pavement Materials
- Sands, Soils & Soft Fall
- Igneous Rock, Gravel & Sandstone
- Tree Lopping & Mulching

(x 3)

- Quality Assurance systems,
- Customer Service standards,
- WH&S, etc.

Level 2 Industry Partners

Level 2 Industry Partners are able to supply councils with goods /services not exceeding \$150,000 and will now be required to:

- Submit a *Letter of Agreement* Application Form,
- Summarise their goods/services that could be of benefit to member councils,
- Be listed as active on the ASIC website,
- Provide details on two referees, and
- Provide evidence of currently holding insurance for Public Liability, Worker's Compensation, Motor Vehicle (at a minimum).

Further details on the Industry Partner Program can be found [here](#)

Quality Assurance

QMS Re-Certification for 3 years

Regional Procurement® was recently re-certified in *ISO9001:2008 Quality Management Systems* for another three years.

Regular audits on spend reports

As part of our annual Internal Audit program, we are currently conducting internal audits on the spend reports provided by suppliers.

We may contact you to request further details on the amount spent on goods or services during the applicable reporting period and would be grateful if you could spare a few minutes to

MNC

- Mulching Green Waste & Wood Waste Materials

OROC

- Concrete Pipes and Ancillary items
- MGB and Replacement Parts

NEC

- Heavy Patching (Walcha Only)

[Click here to request more information on upcoming tenders.](#)

Team Contacts



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Manager

ROCs- MNC & RTC

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provide the information required.

Supplier Performance Reviews

You may be aware Regional Procurement® contacts council officers six months before the end of each contract period to gain feedback on goods and services they have received from suppliers. This helps to determine whether contracts are rolled-over for an extended period, normally twelve months.

From January 2014, Regional Procurement® staff will also contact councils six months after the start of a contract, as per Clauses 7.2 and 7.3 of the Deed of Agreement. This will provide councils with an opportunity to raise any issues they believe the supplier needs to address early in the contract period.



ISO: 9001:2008
Certificate No: QEC27783



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**Easy access to Pricing,
Contracts and Specifications....**

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HOME REGIONAL MEMBER COUNCILS LINKS CONTACT US

Member Councils Map
Member Councils Listings
Member Councils Login

Not Registered?
Contact Us to setup access.

To view or download tender related documents, price schedules, contract information etc., please select your council from the list below and then enter your Username and Password at the prompt.

Armidale Dumaresq	Haoli
Beaumont	Mid-Western
Bellingen Shire	Mid Coast Water
Brewarrina Shire	Moree
Bogan Shire	Muswellbrook Shire
Brockles Shire	Narrabri Shire
Byron Shire	Narrabri Shire
Cessnock City	Newcastle City
Clarence Valley	Newcastle Airport
Colar Shire Council	Ormeau
Coffs Harbour City	Port Macquarie-Hastings
Coonamble Shire	Port Stephens
Dubbo City	Richmond Valley
Dungah Shire	Singleton
Dubbo Shire	Tamworth City
Ellerston Shire	Upper Hunter Shire
Gosford City	Walcha Council
Great Lakes	Walgett Shire
Greater Taree City	Warren Shire
Grays Shire	Waremba
Kempsey Shire	Warumbungle Shire
Lake Macquarie City	Wyoma Shire
Liverpool Plains Shire	
Maitland City	



Quality Assurance
Michelle Partland
Quality Assurance Officer

[Click Here](#) to visit our website.

Access your council's secure page to view a complete list of current tenders, along with current price schedules, contracts and specifications.

To access your council's secure page,

- Click on the *Regional Member Council* tab at the top of the page
- Click on '*Member Council Login*'
- This will bring up a list of member councils
- Click on required council
- You will be prompted for your login details
- Then you will be taken to your councils secure page

Contact Sarah Oliver at

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If you require a website login.

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Support Services:

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