

Appendix 5: C14 Government contracting

All procurement processes in place within the Directorate comply with the procurement legislative framework including the *Government Procurement Act 2001*, *Government Procurement Regulation 2007* and subordinate guidelines and circulars. Confirmation of the procurement selection and management processes is authorised by the appropriate delegate within the Directorate.

Under whole of government procurement arrangements, Shared Services Procurement continues to provide advice and support in relation to procurement and contract management issues, and undertakes higher value procurement activities on behalf of the Directorate.

The Directorate continues to be responsible for the management of contracts. Where these obligations are not met, including responsibility to comply with employment and industrial relations conditions, the contractor is required to rectify the non-compliance immediately to avoid cancellation of the contract.

The Directorate's central office expenditure included the acquisition of expert advice regarding curriculum, national assessment testing, other education related matters, human resource issues and capital activities.

Contract information for schools related mainly to cleaning and grounds maintenance. All contracts are organised through Shared Services Procurement.

The Directorate did not manage any contracts for non-government schools in 2010-11.

External sources of labour and services

Table C14.1: Central office contracts greater than \$20,000 or smaller contracts held by one contractor that total more than \$20,000 (gST exclusive) in 2010-11

| Contractor | Purpose | Section | Date contract let | Type of contract | Expenditure |
|--|--|--|-------------------|------------------------|-------------|
| Australian Council for Educational Research (ACER) | Provision of the ACT Scaling Test | Board of Senior Secondary Studies (BSSS) | 20-Feb-08 | Open tender | 145,764 |
| ACER | Provision of the ACT Scaling Test | BSSS | 15-Dec-10 | Open tender | 310,979 |
| ACER | Funding International Testing under National Agreement | Planning and Performance (P&P) | 01-Jul-10 | Commonwealth agreement | 26,143 |
| NSW Department of Education and Training | NAPLAN Testing for 2011 | P&P | 01-Jan-10 | Service agreement | 770,483 |

| Contractor | Purpose | Section | Date contract let | Type of contract | Expenditure |
|---|---|--|-------------------|----------------------------|-------------|
| University of Western Australia | Early Years Assessment Tool | P&P | 01-Jan-10 | Open tender | 32,396 |
| The Social Research Centre | Data Collection for Survey | P&P | 04-May-10 | Single select ¹ | 124,643 |
| Excelerated Consulting | Data Processing Tool | P&P | 01-Jul-10 | Open tender | 42,484 |
| Michael Fullan | Day consultation on 11 November 2010 and ongoing work for 2011 | Executive Director, School Improvement | 11-Nov-10 | Single select ² | 55,150 |
| Growth Coaching International | Leadership Coaching | Professional Learning | 02-Oct-10 | Select tender ³ | 99,500 |
| Oakton Services | 2011 February Census | Risk Management and Audit | 24-Feb-11 | Single select ⁴ | 28,127 |
| Coach in a Box Pty Ltd | Training for Field Officers to improve Literacy & Numeracy Outcomes | National Partnerships | 10-Sep-10 | Single select ⁵ | 20,680 |
| Coach in a Box Pty Ltd | Training for Educational Leadership | National Partnerships | 10-Sep-10 | Single select ⁵ | 20,680 |
| May and Russell Architects | Design Study | Schools Capital Works | 21-Feb-11 | Single select ⁶ | 24,950 |
| Susan Boucher T/a The Leadership Practice | Oversee External Validation of the Public School System | School Improvement Support | 17-Mar-10 | Select sender ⁷ | 87,509 |
| ACT Property Group | Building rent and operating costs for 220 Northbourne Avenue and Fyshwick Annex | Corporate Support | 01-Jun-10 | Lease agreement | 1,580,838 |
| Australia Post | School Mail Run | Corporate Support | 22-Aug-08 | Open tender | 57,093 |
| Universal Express Group | Central Office Mail Run | Corporate Support | 07-Jul-06 | Open tender | 24,227 |

| Contractor | Purpose | Section | Date contract let | Type of contract | Expenditure |
|-------------------------------------|---|---|-------------------|-----------------------------|-------------|
| National Cleaning Australia Pty Ltd | Cleaning provider for Lyons Education Centre | Corporate Support | 14-Dec-04 | Open tender | 29,441 |
| Phillips Cleaning Services | Cleaning provider for Hedley Beare Centre for Teaching and Learning/ Canberra College Weston Campus | Corporate Support | 22-Apr-10 | Open tender | 113,324 |
| Rolfe Property Services Pty Ltd | Cleaning provider for Higgins Primary School Annex | Corporate Support | 30-Jun-04 | Open tender | 29,938 |
| SNP Security | Security Provider for North Side Schools | Corporate Support | 16-Feb-10 | Open tender | 207,760 |
| Wilson Security Services | Security Provider for South Side Schools | Corporate Support | 16-Feb-10 | Open tender | 109,047 |
| CRIMTRAC | Provide Pre-employment Criminal History Checks | Human Resources | 03-Jul-05 | Single select ⁸ | 83,533 |
| Davidson and Trahaire Corpsych | Employee Assistance Program | Human Resources | 28-Feb-11 | Open tender | 136,000 |
| University of Canberra | Academic Partnership with Low SES NP Schools | Director's Office - Learning & Teaching | 01-Jul-10 | Single select ⁹ | 20,000 |
| Centre for Strategic Education | Project management and consultancy services to assist the Directorate in hosting the ACT Student Summit: <i>Who R U in the digital world?</i> | ACT Cyber Safety Summit | 03-Mar-11 | Single select ¹⁰ | 34,941 |

| Contractor | Purpose | Section | Date contract let | Type of contract | Expenditure |
|--|--|--|-------------------|-----------------------------|------------------|
| LSI Consultancy | Human Resources Review | Human Resources | Sep-10 | Open tender ¹¹ | 110,000 |
| LSI Consultancy | Human Resources Implementation | Human Resources | May-11 | Open tender ¹¹ | 180,000 |
| Price Waterhouse Coopers | Professional services for BCP enhancement | Risk Management and Audit | Mar-10 | Single select ⁴ | 38,000 |
| Canington International Training | Audit Services for Defence | Training and Tertiary Education (TaTE) | 01-Jul-09 | Open tender | 173,397 |
| Price Waterhouse Coopers | Review of User Choice Requirements | TaTE | 01-Feb-10 | Single select ¹² | 48,855 |
| ACT Regional Building and Construction Industry Training Council | ARC Audits | TaTE | 01-Jul-08 | Panel Contract | 29,227 |
| Volunteering ACT | Support placing students into work experience placements | TaTE | 09-Apr-09 | Single select ¹³ | 203,000 |
| Catholic Education Office | Support Catholic Schools deliver VET | TaTE | May-10 | Deed of Grant | 175,398 |
| Association of Independent Schools | Support Independent Schools deliver VET | TaTE | May-10 | Deed of Grant | 93,217 |
| Total¹⁴ | | | | | 5,266,724 |

Source: Finance and Corporate Support Branch

Notes:

1. Proven capacity and expertise in delivering the best value for money.
2. Provider is able to deliver a particular and unique service in assisting the ACT public education system through a range of long term presentations.
3. Proposals were invited from three companies.
4. Provider was contracted through WhOG Audit Panel.
5. This provider was assessed to provide a package which supports the field officers in their role.
6. The only company that could deliver the services in the time required.
7. Following an open tender when only one application was received.
8. The only company in Canberra that can provide this service.
9. The University of Canberra was chosen as the academic partner due to its established links with the Directorate through a number of prior programs and a pre-existing agreement regarding the access to and use of confidential NAPLAN data.
10. Specialisation and experience required by the consultant to successfully conduct the summit. Access through the consultancy to Professor Donna Cross, one of Australia's foremost experts and researchers in cyber safety and bullying, as a keynote speaker.

11. Directorate used the ACT Treasury panel of consultants.
12. Internal audit completed by Megan Young. Recommendation was for an external review to be completed.
13. Volunteering ACT is the only organisation that provides this type of program.
14. Figures in the table have been rounded to the nearest dollar.

Table C14:2: Contracts held in individual public schools exceeding \$20,000 or smaller contracts held by one contractor that total more than \$20,000 (GST exclusive) in 2010-11

| Contractor | School | Date contract let | Expenditure |
|---|-------------------------------------|-------------------|----------------|
| CLEANING CONTRACTS (OPEN TENDER) | | | |
| 24/7 Cleaning | Calwell Primary | 01-Apr-08 | 55,847 |
| | Charles Conder Primary ¹ | 02-Feb-10 | 44,686 |
| | Evatt Primary | Monthly | 56,100 |
| | Gowrie Primary ¹ | 30-Sep-09 | 12,723 |
| | Isabella Plains ECS ¹ | Monthly | 3,339 |
| | Macgregor Primary | 04-Feb-08 | 58,562 |
| | Mawson Primary ¹ | 06-Jan-07 | 3,582 |
| | Turner | 01-Apr-10 | 97,699 |
| Total | | | 332,538 |
| Abdo's Cleaning | Wanniassa Hills Primary | 30-Jan-10 | 61,500 |
| | Fadden Primary ² | 01-Jun-11 | - |
| Total | | | 61,500 |
| Alpha Cleaning | Farrer Primary | 01-Feb-07 | 50,838 |
| Total | | | 50,838 |
| Broadlex Cleaning | Duffy Primary ¹ | 01-Jan-09 | 47,025 |
| | Fadden Primary | 27-Jan-09 | 60,810 |
| | Black Mountain | 01-Sep-09 | 56,111 |
| | Cranleigh | 01-Sep-08 | 47,711 |
| | Woden ¹ | 01-Sep-09 | 44,796 |
| Total | | | 256,453 |
| Celeski Cleaning | Isabella Plains ECS ¹ | 01-Aug-10 | 29,925 |
| | Lyons ECS | 01-Feb-10 | 33,320 |
| Total | | | 63,245 |
| City Group | Harrison ¹ | 01-Feb-10 | 85,580 |
| | Gordon Primary ¹ | 01-Jul-10 | 80,655 |
| Total | | | 166,235 |
| City Town Cleaning | Charnwood Dunlop ³ | 01-Apr-11 | 72,029 |
| Total | | | 72,029 |
| Clearglass Pty Ltd | Caroline Chisholm ¹ | 01-Jan-05 | 162,716 |
| Total | | | 162,716 |

| Contractor | School | Date contract let | Expenditure |
|-----------------------|---|-------------------|------------------|
| Dynuse Cleaning | Teloepa Park | 08-Aug-07 | 160,360 |
| | Campbell Primary | 02-Mar-09 | 74,156 |
| | Forrest Primary | 28-Feb-10 | 85,447 |
| Total | | | 319,963 |
| Faraj Cleaning | UC High School, Kaleen ² | 01-Jun-11 | - |
| Total | | | - |
| Fred's Express | Ainslie Primary | 01-Feb-07 | 64,334 |
| | Gowrie Primary | 01-Oct-10 | 42,419 |
| | Richardson Primary | 01-Jul-10 | 44,479 |
| | Malkara | 01-May-07 | 41,147 |
| | Woden ¹ | 01-Jun-11 | 4,081 |
| Total | | | 196,460 |
| GJK Facility Services | Duffy Primary ¹ | 01-Jun-11 | 4,488 |
| | Stromlo High ² | 01-Jun-11 | - |
| | Chapman Primary ² | 01-Jun-11 | - |
| Total | | | 4,488 |
| Hygiene Plus Cleaning | Erindale College | 01-Jun-09 | 126,558 |
| | Hawker College | 01-Jan-09 | 78,554 |
| | UC Senior Secondary College, Lake Ginninderra | 01-Mar-11 | 130,582 |
| | Gold Creek | 20-Dec-08 | 106,193 |
| | Kingsford Smith | 30-Jan-09 | 153,313 |
| | Melba Copland | 02-Mar-09 | 233,086 |
| | UC High School, Kaleen | 02-Feb-10 | 80,705 |
| | Melrose High | 01-Jan-09 | 164,072 |
| | Stromlo High | 02-Mar-09 | 167,179 |
| | Arawang Primary | 02-Mar-09 | 75,587 |
| | Hughes Primary | 01-Jan-08 | 68,000 |
| | Maribyrnong Primary ¹ | 01-Feb-09 | 4,080 |
| Total | | | 1,387,909 |
| K Lingard & R Meech | Jervis Bay | 31-May-08 | 41,024 |
| Total | | | 41,024 |
| Menzies International | Turner | 01-Jun-11 | - |
| | Black Mountain ² | 01-Jun-11 | - |
| | Cranleigh ² | 01-Jun-11 | - |
| Total | | | - |

| Contractor | School | Date contract let | Expenditure |
|----------------------|---------------------------------------|-------------------|----------------|
| M&M Rolfe Cleaning | Garran Primary | 31-Jul-08 | 54,973 |
| | Theodore Primary ¹ | 04-Feb-09 | 53,438 |
| Total | | | 108,411 |
| M&V Cleaning Service | Torrens Primary | Monthly | 62,401 |
| | Garran Primary ² | 01-Jun-11 | - |
| Total | | | 62,401 |
| Mirrors Cleaning | Macquarie Primary | 01-Oct-09 | 58,206 |
| | Mawson Primary ¹ | 01-Aug-10 | 37,027 |
| | Ngunnawal Primary | 01-Mar-09 | 52,765 |
| Total | | | 147,998 |
| National Cleaning | Canberra College | 30-Jan-07 | 145,877 |
| | Chapman Primary ¹ | 01-Dec-06 | 6,134 |
| | Curtin Primary ² | 01-Mar-11 | 78,217 |
| | Kaleen Primary | 01-Aug-08 | 73,320 |
| | Monash Primary | 31-Oct-07 | 74,766 |
| | Weetangera Primary | 23-Feb-08 | 76,992 |
| Total | | | 455,306 |
| Phillips Cleaning | Gungahlin College | Monthly | 65,099 |
| | Lake Tuggeranong College ³ | 29 Feb 11 | 146,905 |
| | Harrison ¹ | 01-Jun-11 | 9,539 |
| | Alfred Deakin High | 02-Dec-06 | 149,760 |
| | Calwell High | Monthly | 124,679 |
| | Lyneham High | 01-Feb-09 | 192,760 |
| Total | | | 688,742 |
| Rose Cleaning | Dickson College ¹ | 01-Jun-11 | 19,313 |
| | Caroline Chisholm ¹ | 01-Jun-11 | 15,795 |
| | Namadgi | Monthly | 59,410 |
| | Chapman Primary ¹ | 01-Aug-10 | 70,801 |
| | Charles Conder Primary ¹ | Monthly | 41,159 |
| | Gordon Primary ¹ | 01-Jun-11 | 7,481 |
| Total | | | 213,959 |
| S & M Riteway | Palmerston Primary | 01-Jan-07 | 70,385 |
| Total | | | 70,385 |
| S & M Cleaning | Lyneham Primary | 01-Jan-06 | 65,438 |
| | Maribyrnong Primary ¹ | 19-Jul-10 | 60,898 |
| | Southern Cross ECS | 01-Oct-09 | 49,385 |
| Total | | | 175,721 |

| Contractor | School | Date contract let | Expenditure |
|------------------------|-------------------------------|-------------------|------------------|
| Salloum Cleaning | Florey Primary | 01-Jul-10 | 65,448 |
| | Latham Primary | 01-Dec-06 | 55,278 |
| | Taylor Primary | 01-Feb-07 | 50,494 |
| | Yarralumla Primary | 01-Feb-07 | 59,170 |
| Total | | | 230,390 |
| Stefan Sparks Cleaning | Torrens Preschools | Monthly | 27,720 |
| Total | | | 27,720 |
| Storm Cleaning | Theodore Primary ¹ | 01-Jun-11 | 4,937 |
| Total | | | 4,937 |
| Universal Cleaning | Dickson College ¹ | 01-Jul-08 | 142,306 |
| Total | | | 142,306 |
| VIP Cleaning | Fraser Primary | 01-Feb-08 | 57,129 |
| Total | | | 57,129 |
| VNT Cleaning Services | Narrabundah College | 09-Nov-07 | 134,052 |
| | Amaroo | 01-Jan-09 | 205,457 |
| | O'Connor Cooperative | Monthly | 17,955 |
| | Wanniassa Hills Primary | 14-Feb-09 | 162,416 |
| | Belconnen High | 02-Jan-07 | 85,695 |
| | Campbell High | 01-Jul-09 | 138,000 |
| | Canberra High | 31-Aug-09 | 136,557 |
| | Lanyon High | 31-Jan-09 | 141,477 |
| | Aranda Primary | 01-Jan-04 | 58,900 |
| | Bonython Primary | 01-Dec-07 | 55,373 |
| | Gilmore Primary | 04-Aug-08 | 43,984 |
| | Giralang Primary | 30-Sep-09 | 43,233 |
| | Hawker Primary ³ | 01-Jan-11 | 50,985 |
| | Majura Primary | 01-Feb-10 | 72,190 |
| | Miles Franklin Primary | 30-Jun-10 | 57,129 |
| | Mount Rogers Primary | 23-Jun-07 | 68,240 |
| | Narrabundah ECS | 21-Jun-09 | 20,734 |
| | North Ainslie Primary | 04-Aug-08 | 63,836 |
| Red Hill Primary | 01-Dec-06 | 90,288 | |
| Total | | | 1,646,501 |
| Total Cleaning | | | 7,147,304 |

| Contractor | School | Date contract let | Expenditure |
|---|---------------------|-------------------|---------------|
| HVAC (STANDING OFFER) | | | |
| Dalkia Technical Services | Erindale College | 01-Feb-99 | 45,072 |
| Total HVAC | | | 45,072 |
| GROUNDS MAINTENANCE (STANDING OFFER) | | | |
| Burgess Grounds Horticultural | Narrabundah College | 01-Jan-10 | 14,376 |
| Programmed Maintenance | Melrose High | 10-Jun-06 | 37,079 |
| Total Grounds maintenance | | | 51,455 |
| HYGIENE SERVICES (OPEN TENDER) | | | |
| ISS Hygiene Services | Amaroo | Monthly | 6,442 |
| | Belconnen High | 01-Jul-10 | 1,953 |
| | Macgregor Primary | Monthly | 1,652 |
| | Evatt Primary | Monthly | 795 |
| | Wanniassa Hills | Monthly | 2,622 |
| | Weetangera Primary | Monthly | 520 |
| | Black Mountain | Monthly | 13,284 |
| | Cranleigh | Monthly | 8,452 |
| | Malkara | Monthly | 7,028 |
| Total Hygiene services | | | 42,748 |
| HYDRO POOL CONTRACTS (OPEN TENDER) | | | |
| In the Swim | Black Mountain | 22-Oct-07 | 20,911 |
| | Cranleigh | 22-Oct-07 | 19,845 |
| | Malkara | 22-Oct-07 | 26,427 |
| | Turner | 22-Oct-07 | 19,037 |
| Total Hydro pool contracts | | | 86,220 |

Source: Finance and Corporate Support Branch

Notes:

1. Two separate contracts in 2010-11.
2. New contract commenced 1 June 2011 - No expenditure to 30 June 2011.
3. New contract commencement date, same contractor as previous contract.

Table C14.3: Smaller works by suppliers in public schools exceeding \$20,000 in total (GST exclusive) in 2010-11

| Contractor/consultant | School | Purpose | Expenditure |
|----------------------------------|-------------------------|----------------------|----------------|
| A & K Electrics | Hawker College | Electrical Services | 36,178 |
| | Alfred Deakin High | Electrical Services | 24,586 |
| | Calwell High | Electrical Services | 20,194 |
| Total A & K Electrics | | | 80,958 |
| Croft and Burke | Canberra College | Painting Services | 64,190 |
| Everloch Electrical | Black Mountain | Electrical Services | 34,297 |
| FJ Constructions | Wanniassa | Maintenance | 32,437 |
| GPT | Melrose High | Sound Technology | 53,153 |
| Greaney & Sweeny | Wanniassa | Plumbing Services | 36,095 |
| Help Maintenance | Canberra College | Maintenance Services | 29,979 |
| | Narrabundah College | Plumbing Services | 41,004 |
| | Isabella Plains ECS | Plumbing Services | 33,690 |
| Total Help Maintenance | | | 104,673 |
| J & B Home Maintenance | Canberra College | Maintenance Services | 29,725 |
| Nu-Lay Flooring | Canberra College | Carpet | 40,844 |
| | Hughes Primary | Carpet | 40,000 |
| Total Nu-Lay Flooring | | | 80,844 |
| Peter Chudleigh | Charles Conder Primary | Maintenance Services | 26,861 |
| PJ Nott | Amaroo | Ground Maintenance | 28,124 |
| RE Batger | Melrose High | Furniture | 22,226 |
| Rock Tech | Melrose High | Rock Walls | 22,000 |
| Scandia | Calwell Primary | Air Conditioning | 24,420 |
| School Electrical Services | Melrose High | Electrical Services | 28,633 |
| Summers Glass | Hawker College | Glass | 31,588 |
| | Narrabundah College | Glass | 26,196 |
| | Melba Copland Secondary | Glass | 22,994 |
| | Belconnen High | Glass | 25,933 |
| Total Summers Glass | | | 106,711 |

| Contractor/consultant | School | Purpose | Expenditure |
|-----------------------|--------------------|---------------------|----------------|
| Turf Management | Alfred Deakin High | Grounds Maintenance | 22,516 |
| Vince Gelonese | Canberra High | Plumber | 34,050 |
| Frederick J Watt | Weetangera Primary | ICT | 20,000 |
| Kay Boulden | Canberra College | ICT | 27,000 |
| Chris Henderson | Canberra College | ICT | 23,500 |
| Grand Total | | | 902,413 |

Source: Finance and Corporate Support Branch

For more information contact:
Director
Finance and Corporate Support
(02) 6205 9108