



Shire of
Narrogin
Love the life

REQUEST FOR QUOTATION

(FTRS010)

Narrogin Regional Leisure Centre (NRLC)- Mural

Request for Quotation (RFQ):	NRLC Mural – RFQ 23/24 - 7
Deadline For Submissions:	4:00pm Monay 29 January 2024
Address for Delivery:	Submissions must be Emailed to: rfq@narrogin.wa.gov.au Submissions <u>must be received by:</u> 4:00pm Monday 29 January 2024 Contact Officer: Regina Razumovskaya Community and Economic Development Coordinator Telephone: 9890 0900
RFQ Number:	RFQ 23/24 – 7

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1. DESCRIPTION OF WORK

Request for quotes is being sought from suitably qualified and experienced Mural Artists to apply an iconic mega mural to the Narrogin Regional Leisure Centre (NRLC) Eastern wall (50 Clayton Road, Narrogin WA 6312).

For the purpose of prospective Artists to familiarise themselves with the mural site and ask questions of Shire Officers it is highly recommended that Artists attend one of the two site meetings available which will be held on site at 12pm on 12 December 2023 and at 12pm on 09 January 2024. If for any reason the above proposed dates are not convenient to you, please contact the Principal's representative and an individual viewing may be arranged.

Contact details of attending Artists will be taken at both site meetings for the purpose of being consistent and transparent and being able to send responses to questions raised, pertaining to any details about the mural that are raised during the RFQ period.

2. WORKS GUIDELINES

2.1 Site & Project Specific Details:

This iconic mega mural aims to celebrate the identity of our town, Narrogin.

<Narrogin Observer 03-11-2023>

The Narrogin Regional Leisure Centre will receive a significant face lift with the transformation of the entire eastern side of the building into a mural.

Proposed by the Townscape Advisory Committee, the concept design for the mural will showcase the community's culture, character and spirit...

... "The decision by the council to support this project of the Shire's Townscape Advisory Committee is indeed significant for our community," Shire of Narrogin president Leigh Ballard said.

"The Narrogin Regional Leisure Centre stands as a central hub of recreational and community activities in our town.

"Its eastern wall, being very prominent and serving as the entrance to this popular and frequented facility, presents a unique canvas for a mural that will not only enhance the aesthetics of the area but also reflect the essence of our community..."

...Mr Ballard said the mural would be "a celebration of our town's identity".

"The mural's concept, based on community spirit, local attractions, Indigenous culture, sporting and local events, and recreation, is a testament to our commitment to showcasing the rich tapestry of Narrogin's heritage and contemporary life," he said.

Given the scale and significance of the mural, the Shire anticipates it will take about nine months to complete...

...The mural will cover the entire eastern side of the complex.

"It is a testament to our dedication to enhancing the cultural and visual landscape of Narrogin, and we believe it will be a source of pride for our residents and visitors alike."

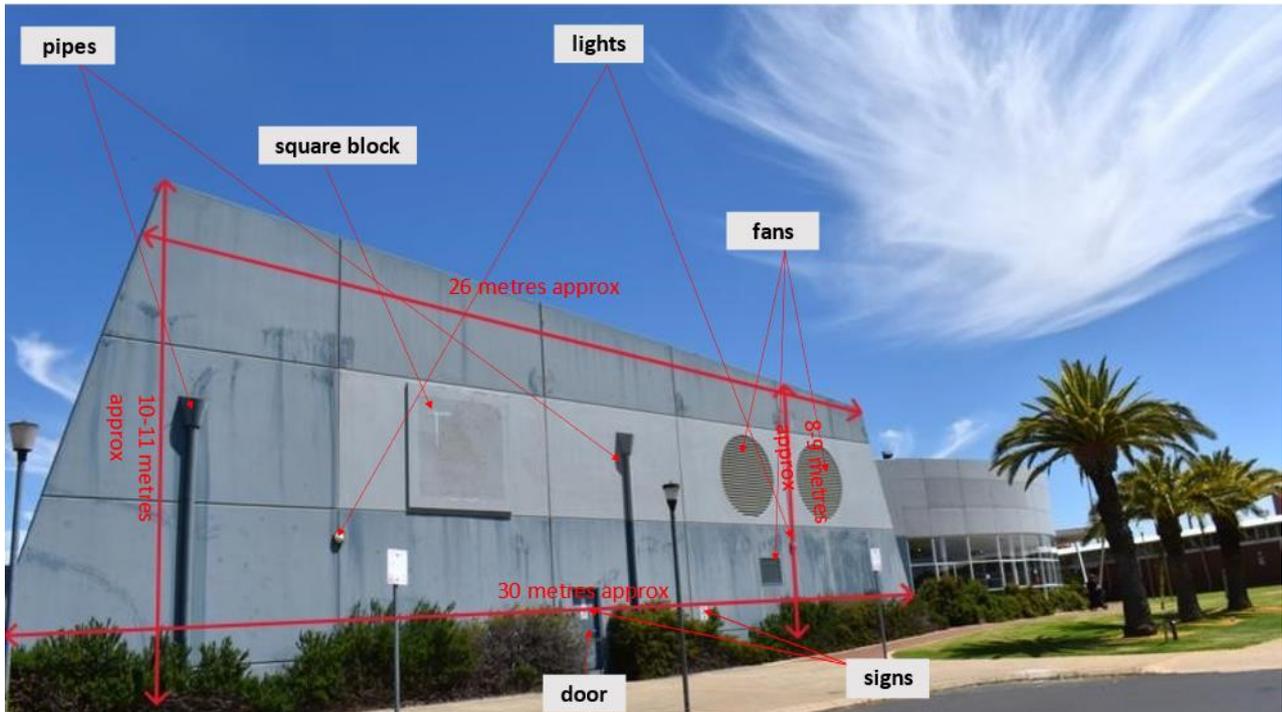
Concept Design

The concept should consider designs that embody community spirit, local attractions, indigenous culture, and sporting/local events and be submitted with your quote.

Estimated Wall Dimensions

Length: 30 metres at the bottom, 26 metres at the top.

Height: 8-9 metres on the right side, 10-11 metres on the left side.



Mural Dimensions and Specifications

The Artist is expected to identify specific dimensions. The mural should cover the whole wall from the panel joint just below the shrub line at the bottom of the wall to the top of the wall, inclusive of fans, a square block, two pipes, and a door. Two lights should not be painted over, and the sign on the door shall not be removed, the other one might be relocated. The mural should be large enough to make a significant visual impact in the community recreation centre. The Artist should also consider the scale of the wall and ensure that the mural complements the architecture of the building.

Preparation Stage

The Artist is responsible for the mural surface preparation/treatment. The Artist will use materials that are durable and weather-resistant to withstand outdoor conditions. The Artist should choose paints and sealants that will resist fading and degradation over time.

It will be up to the Artist to identify what type of treatment is needed to address areas of concrete degradation before commencing the mural. Ensure the wall is properly cleaned, primed and treated to provide a stable surface for the artwork. The Shire is not specifying what the preparation will be (i.e., acid wash, pressure clean etc) however, the Artists attending the site meeting will see what looks like oxidisation of the existing paint and bubbling. The Artist will specify in their submission how they intend to treat the surface prior to applying a mural or an alternate solution may be proposed (e.g. cement panels).

If the Artist requires the shrubs in the garden bed at the bottom of the site to be pruned, then the Shire will carry out this request.

Mural Stage

The Artist is encouraged to combine traditional artistic techniques with modern technologies that can result in iconic and visually stunning mega-sized mural that capture the spirit of public art in the digital age. Additionally, the use of state-of-the-art solutions might contribute to extending the overall longevity of the mural.

Finishing Stage

The Artist should apply anti-graffiti coating suitable for the mural to a height of 3 metres from ground level.

Safety Measures

The application of a mural at this site will require person/s to work at heights either with scaffolding, elevated work platform or other. All persons engaged for this project will strictly comply with any and all Work Health and Safety specifications contained in the Act and Regulations especially working at heights. Prospective Artists will need to identify how they intend to do this in their RFQ submission.

Budget

Quotes should include all costs associated with the application of the mural, including but not limited to materials, labour, accommodation if required, unforeseen stoppages due to weather conditions. The quote will hold for the duration of the project until completion.

The Shire may provide accommodation free of charge for the successful Artist at the *Artist in Residency* at the Narrogin and Dryandra Visitor Centre precinct (Narrogin Train Station, 1 Pioneer Dr, Narrogin WA 6312). The accommodation will be available for viewing on the day of the site meetings.

What else to include in the quote?

The Artist should give detail in their submission of the paint they intend to use, and the graffiti protective coating.

Images of previous similar scale projects are highly encouraged to support your submission and to allow the selection panel and Council get an understanding of past works.

The Shire will not cover any costs associated with the quotes to be produced and submitted.

3. TIMEFRAME

Works are to be completed by no later than 30 June 2024.

If you are unable to meet this completion date, then please specify what your achievable completion date is in your submission. Note, if your nominated completion date is unacceptable to the Principal then the submission may not be considered.

Any delays to the work should be communicated in advance to the Principal's representative in order to re-negotiate acceptable extension timeframes.

4. NON-CONFORMANCE

4.1 Non-Conformance of Works

All works shall comply with the works specification provided. Should the contractor require any clarification during works then please contact the Principal's representative.

The Contractor will not be paid for non-conforming works.

4.2 Non-Conformance of Plant, Equipment and Staff

The Contractor shall ensure that all plant, equipment and staff directed to the site will be suitable or qualified to carry out works under this contract.

Should the plant, equipment or staff be deemed unsuitable, then Council reserves the right to stop works until such time as the non-conforming aspects are rectified.

The contractor shall do everything necessary to ensure that plant and equipment are delivered to site in good working and safe order so that the possibility of breakdowns are minimised. Should the Contractor knowingly supply plant or equipment which is sub-standard, unsuitable for the specified task or faulty, then the Principal's representative may reject the plant or equipment as above.

All Staff used by the Contractor during the works under this contract shall be competent and fully trained in all aspects of the operation of the plant and equipment. Should it be apparent that the operator(s) of the plant or equipment are not competent the Principal's representative may call for a replacement operator or reject the operator as above.

5. PERFORMANCE

The Contractor shall perform the works under this contract in an expert, efficient, professional and courteous manner. The Contractor, at all times, will refer any conflict by the public or discrepancies to the Principal's representative for resolution.

The Contractor is expected to carry out the requirements of this contract with a high degree of personal and public safety at all times.

6. CONTRACTOR WHS OBLIGATIONS

The Shire of Narrogin acknowledges that it has a Duty of Care obligation under the Work Health and Safety Act 2020 to provide to all its employees (including contractors and their employees) a safe workplace and safe system of work.

It is therefore strictly required that Contractors carrying out any work for the Shire will comply with the Shire's Work Health & Safety Policies and Procedures. A copy of the Shire's WHS Handbook is located on the Shire's website www.narrogin.wa.gov.au. The contractor is to download the Shires WHS Handbook and comply with its contents. The contractor must also comply with the below safety points but not limited to:

- The Contractor, its employees and sub-contractors having all necessary current licences appropriate to the work being provided;
- The Contractor must ensure that all their staff and sub-contractors have been trained in the safe use and operation of plant and equipment that they are required to operate in carrying out their work;
- Wearing appropriate and necessary personal protective equipment when carrying out any work duties;

- Ensuring that all plant and equipment used in carrying out those duties are regularly maintained and are in safe working condition;
- All necessary plant and equipment have all the necessary guards in place and meet all the requirements of Work Health and Safety (General) Regulations 2022 (WA), and any appropriate Australian Standards pertaining to the equipment used or the type of work being carried out;
- Traffic management for works, if applicable, must comply with current Main Roads WA specifications;
- The Contractors current Workers Compensation Policy, Public Liability Policy and, if required Professional Indemnity Policy will cover the contractor's employees that are engaged in working on the contract; and
- Copies of all current insurance certificates and licences are required to be provided prior to the award of the contract.

(This space is intentionally blank).

7. SELECTION CRITERIA

The following criteria will be taken into consideration in determining the successful Contractor:

Value for Money (Price) Lump Sum excluding GST. (Inclusive of all associated costs)	20%
Concept Design and Creativity	30%
WHS Contractors must submit the following documentation: 1) WHS policy document or charter document for the Contractors company 2) Safe Working Method Statements (SWMS) or Job Safety Analysis (JSA) for all machinery used in this RFQ. i.e. elevated work platforms, scaffolding 3) SWMS or JSA for all tasks performed in this RFQ i.e. working at heights 4) Photocopies of Construction Industry Safety Awareness Cards (or Blue/White Cards) for any contractor/employee that will be working on this RFQ.	20%
Previous Similar Projects Please give details of your recent similar projects and contact details of referees that can confirm your ability to complete works to a high standard and on time.	30%

Please note that the Shire of Narrogin will not be submitting a price for part of this work as per the *Local Government (Functions & General Regulations) Clause 14(4) (d)*.

8. SHIRE OF NARROGIN REGIONAL PRICING POLICY

A price preference will apply to suppliers who are based in and operate from the preference region in relation to all purchasing by the Shire for the supply of goods and services and construction (building) services, unless specifically stated otherwise, providing they are competitive in regard to specification, service, delivery and price.

Note: The Regional Pricing Policy is in accordance with current Shire policies and is available upon request.

9. LODGEMENT/ACCEPTANCE OF QUOTE

Quotes are to be received no later than **29 January 2024**.

All quotes are to be received by email to: rfq@narrogin.wa.gov.au

Contact person: Regina Razumovskaya - Community and Economic Development Coordinator

Principal Representative: Paula Raworth - Manager Community Services

The Shire shall not be bound to accept the lowest or any quote. The quote is deemed to be accepted when the Shire provides written notification of such acceptance to the successful Contractor and a purchase order is issued to the successful Contractor.

10. CONTRACTOR'S OFFER

10.1 Offer Form

To: CHIEF EXECUTIVE OFFICE
SHIRE OF NARROGIN
PO Box 1145
NARROGIN WA 6312

I/We

Name:

[BLOCK LETTERS]:

Address:

ABN/GST Status:

ACN (if any):

Telephone No:

Email:

In response to **RFQ 23/24 – 7 Narrogin Regional Leisure Center (NRLC)- Mural**

I/We agree that I am/We are bound by and will comply with this request and its associated schedules, attachments, all in accordance with the conditions of responding contained in this request signed and completed.

The quoted price is valid for up to three (3) months from the date of the request closing, unless extended on mutual agreement between the Principal and the Respondent in writing.

I/We agree that there shall be no cost payable by the Principal towards the preparation or submission of this quote irrespective of its outcome.

I/We agree to be bound by the Shire's **General Conditions for the Provision Of Services (Refer Appendix)** or by agreement, one that is mutually agreed.

Dated this: _____ day of _____ 202_

Signature of authorised Signatory of Respondent:	
Name of Authorised Signatory	
Position:	
Address:	

PLEASE STATE YOUR LUMP SUM PRICE HERE

\$.....EX GST

\$.....INC GST

Variations & Variation Schedule

Variations to works and pricing may occur as a result of unforeseen circumstances from either party. Any variations must be agreed upon by both parties in writing prior to the variation of works and or pricing proceeding.

For the purpose of catering for variations or additional works, the Contractor is requested to submit service rates to accommodate (if required) additional works or variations. Rates may include:

- Labour rates – per person hourly rate/day;
- Plant and equipment rates – rate per hour/day, numerous project specific plant and equipment;
- Specialised staff rates, e.g. Engineer, Mechanic, Surveyor, Artist and other etc
- Other rates specific to this project.

The contractor may be asked by the principal to supply these rates as part of the submission process. Please supply rates on this page or separately as part of your submission.

10.2 Response

The following checklist has been provided to assist you with your submission. Where it is necessary to provide additional information, please ensure that all documents are clearly marked with the relevant Attachment title to assist the evaluation.

10.2.1 Referees and photographs of previous murals

Attach details of your contactable referees, and label it “**Referees and Previous Murals**”. Note: Referees must be for similar works/projects.

10.2.2 Subcontractors

If you intend to subcontract any of the requirement of this work out, please attached their details labelled “**Subcontractors**”, including:

- (a) the name, address and the number of people employed; and
- (b) the requirements that will be subcontracted.

10.2.3 Conflicts Of Interest

Please provide notification of any actual or potential conflict of interest which may arise during this contract which may affect your performance or your obligations under the Contract.

10.2.4 Insurance Coverage

The insurance requirements for this request are stipulated in the Special Conditions. Respondents are to supply evidence of their current insurance coverage in a format as outlined below or in an attachment labelled “**Insurance Coverage**”. A copy of the Certificate of Currency is to be provided to the Principal with this submission.

Type	Insurer – Broker	Policy Number	Value (\$)	Expiry Date
Public Liability			Minimum \$10,000,000	
Professional Indemnity			Minimum \$1,000,000	
Workers Compensation			As required by law at the time of contract	

11. QUOTE SUBMISSION CHECKLIST

(Please complete and return with your submission)

Description	Submitted
Completed Offer Form (inclusive of variation rates)	Yes / No
Completion Date Acceptance	Yes / No
WHS Documents	Yes / No
Previous Work Experience examples	Yes / No
Referees – Name & Contact number	Yes / No
Subcontractor Information	Yes / No
Conflicts of Interest Notification	Yes / No
Insurance Coverage	Yes / No

12. APPENDICES

Form FTRS011 [General Conditions for the Provision of Services](#)