

REQUEST FOR TENDER

Reducing the Threats to the Great Sandy Strait Ramsar Wetlands and Coastal Systems

The History and Role of **Fire** in the **Patterned Fens** of the Great Sandy Strait, Queensland

Responses Close – at 4pm, 6th February 2012

For further information:
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Tender Details:

Project Brief Project Title	The history and role of fire in the Patterned Fens Great Sandy Strait, Queensland.
Purpose of this Document	<p>Burnett Mary Regional Group for Natural Resource Management Ltd (BMRG) is inviting Requests for Tenders from suitably qualified providers to deliver the following activities outlined in this project brief.</p> <p>The attached <i>Request for Tender Response Form</i> will be used to assess the skills and ability of providers to deliver the desired outputs. The successful provider will be selected on the merit of their responses to the Response Form. Providers are therefore encouraged to respond to details requested in the Response Form as BMRG will be using this information solely to select the successful provider for the activities.</p> <p>NOTE: in requesting responses from providers, BMRG does not undertake to, and is not required to, offer or provide any particular work, or any work at all, to any provider.</p> <p>The provider accepts that it may not be offered or provided with any particular work, or any work at all, and agrees that the BMRG shall not be liable to the provider for any other claim whatsoever, including loss of profit, if BMRG chooses not to offer or provide any particular work, or any work at all, to the provider.</p>
Brief Project Description	<p>The purpose of the project is to undertake research to investigate the history and role of fire in the patterned fens of the Great Sandy Strait to determine appropriate fire regimes for their management. This is required to address key knowledge gaps on the physical and ecological processes associated with the formation and function of the patterned fens communities.</p> <p>This activity will include undertaking and developing a detailed methodology for this research to analyse core samples taken and to compare the results with other relevant data in order to develop management recommendations.</p> <p>The project will conclude with a written report detailing the results in a scientific manner with recommendations for future research and fire management strategies. This will be presented to the Patterned Fens Technical Working Group (PFTWG) and associated government agencies.</p> <p>The project is a key action contained within the Draft Ecological Character Description (ECD) for the Great Sandy Strait Ramsar site (Lee Long & O'Reilly 2011).</p>

	<p>Within the ECD the key knowledge gaps include:</p> <ol style="list-style-type: none"> 1. The extent and condition of patterned fen habitat within and outside the Ramsar boundary and the processes that maintain them. 2. Water quality requirements for the patterned fens. 3. Understanding of ground and surface water flows into the patterned fens and the role of freshwater in maintaining the fens structure. 4. Ideal burning regimes, if any, to sustain the patterned fens. <p>The fourth point is noted in the ECD as relating directly to the threats to the Ramsar site and filling this knowledge gap is the focus of this research project.</p>
<p>Project Outcomes</p>	<p>A comprehensive report detailing core sampling analysis results and findings and recommendations based on these.</p>
<p>Project Outputs/Actions</p>	<p>The Consultant will:</p> <ol style="list-style-type: none"> 1. Provide details on proposed methodologies 2. Provide a proposed budget 3. Provide a proposed work schedule with time lines and outputs within the time frame of this project 4. Obtain core peat samples across a number of sites in the patterned fens of the GSS including Fraser Island and the Cooloola coast. 5. Analyse peat samples as required in accordance with this research project. 6. Give a comparison of results with any other relevant available data. 7. Interpret and present analysis of results in terms of annualised fire regimes and with reference to El Nino and other major climatic influences. 8. During the course of field work collate information regarding damage to fens and examine likely cause/s, for example, peat burns in the fens and the effects of this for recommendations for future fire management methods. 9. Comment about the association between closely located vegetation community types and how the relationship between communities may be influenced by different fire regimes.

Available Resources	Throughout the contract period, BMRG will provide a range of support towards the project comprising: <ol style="list-style-type: none"> 1. Arranging and funding meetings with the PFTWG in March, May and June 2012. 2. Contact details of relevant agencies and associated partners.
Timeframe	The contract/s for this project will be agreed to and signed by February 28 th 2012 until and completed by June 30 th 2012.
Contract Period / Extension of Contract Period	The contract period shall commence on the date of signature of the Formal Instrument of Agreement (in the Contract) and extend until the Expiry Date shown on the Formal Instrument of Agreement. At any time before the Expiry Date, the Principal may, at its absolute discretion and for its own convenience, extend the Expiry Date of the Contract by notice in writing to the provider.
Applications	Applications addressing the selection criteria as set out in the attached Request for Tender Response Form must be submitted by 4.00 pm, Monday 6 th February. Electronic, faxed and hardcopy applications will be accepted.
Budget	BMRG has set the budget for this project at \$40,000 for the 2011/2012. It is envisaged that this would facilitate a 1 Part Time Equivalent Position until approximately June 30 2012. Funds will be made available in agreed payments at the commencement of each quarter, or as necessary and through the completion of milestones.
Further Information	Contact: Mary-Alice Swan, Great Sandy Strait and Biopassage Project Manager, BMRG for NRM Inc, Bundaberg by phone: 07 41812999 ext 115, Mobile: 0448027329 or by e-mail at: maryalice.swan@bmrq.org.au
Other conditions	<ol style="list-style-type: none"> 1. All insurances for loss are the responsibility of the provider. Details to be confirmed in the contract. 2. Following assessment of the Request for Tender applications, potential providers may be called for selection interviews to determine the preferred provider.
Reporting Requirements	<p>The preferred provider will be required to provide to the Patterned Fens Technical Working Group</p> <p>Performance Indicators:</p> <ol style="list-style-type: none"> 1. March 2012, update 2. Draft report in May 2012 3. Final report in June 2012 <p>In addition to written reports. All reporting requirements will be specified in the contract, including the necessity for all data collected during the project to be collected in accordance with BMRG standards.</p>

Lodgement of Applications	The General Manager, Burnett Mary Regional Group for NRM. PO Box 501 Bundaberg QLD 4670 admin@bmrq.org.au Ph (07) 4181 2999 Fax (07) 4154 1427
Project Specific Selection Criteria	<ol style="list-style-type: none"> 1. Demonstrate high capacity to undertake extensive and sound publication records and produce written reports on the findings. The successful tenderer will demonstrate an exemplary record in project management and the delivery of results and outputs which can be confirmed by at least three relevant referees. 2. The selected tenderer will have a project team with relevant qualifications and extensive combined experience in research relating to the project objectives (e.g. climatic and fire histories, fire ecology, peat core analysis, freshwater wetland ecology). Provide evidence of previous work with fire management methodology. 3. The preferred tenderer will demonstrate a well-developed methodology which will produce a successful research result and address the project objectives. While an innovative approach is encouraged in order to maximise the results obtained within the time and budget, the research must be based on sound scientific methods. 4. Provide all equipment necessary to perform activities and outputs. 5. CVs of research staff who will undertake the project with details of similar projects successfully completed in the past. Contact details with at least three relevant professional referees and current copies of any relevant licences and business policies. 6. Demonstrate experience in project management, with the ability to schedule and prioritise work, and to effectively work independently, to a negotiated schedule of milestones. 7. High level communication skills for a diverse audience. 8. Demonstrate ability in the use of GIS and other computer software including Word, Excel. 9. Current manual driver's licence and the ability to supply / support own transport arrangements. 10. Completion of <i>Response Form</i> in the attached format. 11. Proven ability to fulfil standard conditions of contract including, work procedures, privacy, record keeping and intellectual property (Details for all four must be provided). 12. Provide current documentation for Driver's Licence, Workers Compensation Insurance for nominated employees and other insurances including Public Liability (\$10 million minimum). (Details and copies of all documents must be provided). 13. Proven ability to implement Occupational Health & Safety practices, Equal Employment Opportunity, Principles of Cultural Diversity and Ethical Practices.

Work plan Details:

Reporting Milestone	BMRG funding required excl GST	Expected Completion Date	Activity to be completed
MS - 1 Inception	\$25,000.00	February 28 th 2012	<ol style="list-style-type: none"> 1. Signing and return of contract 2. Provide methodology, budget and work plan
MS 2 - Activity Performance Indicators		30 th March 2012 30 th May 2012 30 th June 2012	Provide to the Patterned Fens Technical Working Group Performance Indicators: <ol style="list-style-type: none"> 1. An update and progress of work plan, methodology and budget - March 2012, 2. Draft report "The history and role of fire in the Patterned Fens Great Sandy Strait, Queensland", including progress and work plan percentage completed - May 2012 3. Final report: The history and role of fire in the Patterned Fens Great Sandy Strait, Queensland", in June 2012
MS 3 – Final Report	\$15,000.00	June 1 st 2012	<ol style="list-style-type: none"> 4. Undertake research plan in accordance with the contractual agreement with BMRG 5. Final report produced including details of achievements and progress on work plan. 6. Final report on the history and role of fire in the patterned fens, Great Sandy Strait, Queensland 7. Presentation to the PFTWG outlining the findings from the research and final report
TOTAL (GST Exclusive)	<u>\$40,000</u>		