

## Australian Industry Participation (AIP) Plan Executive Summary

### 1. General Project Details

**Company Name:** SHAPE Australia Pty Limited

**Description of the project:** FUTURE WAY OF WORKING ACCOMMODATION PROJECT

**Estimated total project value:** \$47 million

- **Estimated value of key goods and services procured for the project (if different to total project value) :** as above

**Project location:** Canberra, ACT

**Link to project information:** <http://subcontractor.shapegroup.com.au/>

**Project contact for procurement information:** Priscilla Barrington, Project Manager, M 0423 169 113, W 02 6241 6166, E Priscilla.Barrington@shapegroup.com.au

### 2. Opportunities for Australian industry involvement

List of goods and services to be procured for the project and the expected opportunity for industry participation	Opportunities for Australian suppliers*	Opportunities for overseas suppliers
Demolition	Yes	No
Partitions	Yes	Yes
Ceilings	Yes	Yes
Doors	Yes	Yes
Door Hardware	Yes	Yes
Wall Finishes	Yes	Yes
Floor Finishes	Yes	Yes
Joinery	Yes	Yes
Lockers	Yes	Yes
Workstations	Yes	Yes
Loose Furniture	Yes	Yes
Blinds	Yes	Yes
Signage	Yes	Yes
Whitegoods	Yes	Yes
Painting	Yes	Yes
Hydraulic Services	Yes	Yes
Electrical Services	Yes	Yes
Communication Services	Yes	Yes

<b>List of goods and services to be procured for the project and the expected opportunity for industry participation</b>	<b>Opportunities for Australian suppliers*</b>	<b>Opportunities for overseas suppliers</b>
AV Services	Yes	Yes
Fire	Yes	Yes
Security	Yes	Yes
Final Clean	Yes	No

\*An Australian supplier means an entity that has an ABN or an ACN.

Disclaimer: The information provided in the table above is based on an initial assessment by the company. Any questions or issues should be raised with the project contact.

### **3. Communication Strategy**

- SHAPE operates a supplier database, primarily containing Australian based businesses and industries. SHAPE will utilise this database to undertake a mass notification of the project opportunity to the Australian Industry contacts via a HTML email. This HTML email will provide the details of the opportunity to the Australian Industry should they wish advise of their interest to participate.
- SHAPE operate a website which includes a tender board, which is a supplier/subcontractor portal detailing SHAPE's opportunities available to Australian industry and how they can respond to these opportunities
- SHAPE will communicate the project opportunity, through a tender profile via SHAPE's social media accounts, such as Instagram, yammer and LinkedIn;
- SHAPE have developed and distributed a Request for Fixed Price Quotation and a Supplier Information Guide "Work Health Safety Environmental Quality Requirements for Subcontractors and Other Service Providers" that details the SHAPE's expectations of Australian industry for each of SHAPE tenders and projects
- The SHAPE team will utilise the ICN to help identify capable and competitive Australian industry suitable to supply goods or services to the project.

### **4. Opportunities through all tiers of supply and in all stages of the project**

- The design team will create a design and documentation in accordance with Australian Standards. Compliance with the Building Code of Australia and the National Construction Code is mandatory. These standards can and must be met by all suppliers and subcontractors involved within the project.
- SHAPE will undertake a tender process for both the design team appointment (if required by the project) and for all subcontractors and suppliers. All tenderers will be assessed on performance indicators including their ability to perform, quality of work and cost effectiveness.
- The AIP Plan Executive Summary will be included within the Request for Fixed Price Quotation, tender review process and within the subcontracts.
- Upon review by SHAPE of the design documentation provided by the Principal, the AIP requirements will be communicated to the designers. Part of the design validation process will be confirming the designer's commitment to AIP.
- During the trade tendering process, part of the supply chain selection process and selection criteria, will be their stated commitment to the AIP.

### **5. Opportunities for longer-term participation**

- SHAPE is an Australian Business that operates solely in Australia. As a result, future opportunity influenced directly by SHAPE will be solely in Australia and local supply chains.
- Our supply chain will be assessed at the completion of the project to identify good businesses to re-engage with on future projects.
- Key suppliers will be encouraged to form part of the design and construction process to ensure existing supply chain relationships can be leveraged.

- SHAPE will facilitate any feedback requested by any unsuccessful supply chain tenderers upon request. Feedback provided could help the company improve performance in future tenders.

## **6. Procedures and Resources**

- SHAPE has Australian standard contract agreements in place for engaging consultants, suppliers and subcontractors, these are consistent across the entire organisation. The AIP requirements will be included within the subcontract via a special conditions clause.
- Australian standard contracts are typically recognised across the Australian Industry and as a result, delays in agreeing to contract conditions are reduced, if not completely mitigated when dealing with Australian Businesses. The details of these contracts are outlined in SHAPE's Request for Fixed price Quotation and these agreements are available upon request.
- SHAPE maintains a database that captures and records the unique identifiers for Australian Businesses.
- SHAPE utilises a project management software platform that contains all the contact details and communications for the SHAPE supply chain utilised through the tender and project delivery processes. This collaborative software is the means for distribution and communication of tender and project documentation. The software will track the distribution of information and requirements pertaining to the AIP Plan along with all other project documentation.
- The software is also the means for tracking project delivery compliance to the AIP and Project plans. The Project verification can be managed through the observations and submittals tools by the project team
- SHAPE will enact a Project Quality Plan which will include a verification process for confirming the agreed flow-down of AIP requirements to subcontractors during design and construction.
- AIP plan activities and any variations will form part of the weekly PCG (project control group) meeting agenda and minutes for discussion and review of compliance with the client and the client design team