

SCOPE OF WORKS FOR CONSULTANCY SERVICES TO DESIGN A MARTU BUSH WALK AT WILUNA

Background

Wiluna sits 950 kilometres northeast of Perth and 534 km north of Kalgoorlie on the traditional lands of the Martu people in central Western Australia.

As part of a large Goldfields Esperance (GE) urban greening program, a bush walk will be developed by the Wiluna community, assisted by the Shire of Wiluna in partnership with the Tarlka Matuwa Piarku Aboriginal Corporation ([TMPAC](#)). The Martu Bush Walk will support the vision of the Martu people which is to ensure Martu law and culture is practiced, and country is healthy.

This collaboration seeks to bolster economic, environmental, and social resilience, while also improving community health and wellbeing and increasing shade and biodiversity, by restoring local native vegetation through the town in areas of significance to the Martu people.

The Goldfields Esperance Voluntary Regional Organisation of Councils (GVROC) was recently provided a Lotterywest grant to plant more than 30,000 trees and shrubs with the aim of enhancing the urban canopy and increase biodiversity in the GE region.

GVROC is a partnership between nine GE Local Governments, working together on a range of programs including climate change initiatives that build more resilient communities. The nine Local Governments include the City of Kalgoorlie Boulder and the Shires of Coolgardie, Dundas, Esperance, Laverton, Leonora, Menzies, Ngaanyatjarraku and Wiluna.

Statement of requirements

The primary focus of this project will be to develop a bush walk that addresses the needs of the community and celebrates Aboriginal culture and country. This will be achieved through facilitated and on-going and meaningful consultation between the Shire of Wiluna and the Martu Traditional Owners with support from project partners, TMPAC.

In 2025 an extensive collaborative co-design process will be undertaken on country that will ensure that the Martu Bush Tucker Walk will compliment a broader Shire of Wiluna urban greening program. The design phase will primarily focus on empowering individuals and strengthening cultural connections through addressing unique needs and challenges of the Martu people.

The Martu Bush Walk design will align with a Shire of Wiluna Master Plan, which will be developed in 2025 in unison with this plan.

Scope of works

The scope of works requires the consultant to:

- Attend an initial briefing with members of the project steering committee to discuss approach and requirements of the consultancy work and overall outputs.
- With support from the Wiluna Shire and TMPAC, undertake three codesign and planning meetings at Wiluna, in 2025 between April and November.
- Deliver a final plan for the Martu Bush Walk that links with a broader Shire of Wiluna Urban Greening Program, including recommended species to plant where shading and amenity improvements are needed.

Key stakeholders

- The Wiluna Native Title holders represented by members of the Tarlka Matuwa Piarku Aboriginal Corporation ([TMPAC](#))
- Shire Councillors, Staff and community of Wiluna
- Members of the GE Urban Greening Program Steering Committee: (GVROC, WALGA, Water Corporation, TMPAC and the Botanic Gardens and Parks Authority (BGPA))
- The GVROC Regional Climate Alliance Working Group

Contract management

The GVROC Regional Climate Alliance Coordinator, Niki Curtis, will be the Contract Manager on behalf of the GVROC Climate Alliance and key project partners.

Niki Curtis

Regional Climate Alliance Coordinator

Goldfields Voluntary Regional Organisation of Councils (GVROC)

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Price

Fixed Price for complete service/project is preferred up to \$40,000 (inclusive of expenses, GST and disbursements).

Project milestones and/or outcomes

Milestone	Due Date	Output
1	March/April 2025	Awarding of contract, signing of contract and commencement of schedule of work
2	April 2025	Initial briefing with members of the Wiluna Martu Bush Walk Steering committee to discuss approach and requirements of the consultancy work and overall outputs
3	April-November 2025	On-going consultation with key stakeholders to design the Martu Bush Walk, including three site visits to Wiluna
4	November 2025	Engagement completed and draft plan presented to the Wiluna Martu Bush Walk Steering committee
5	December	Provide final design

Qualitative requirements

The GVROC will, in its Value for Money assessment, consider the extent to which the Offer satisfies the following Qualitative Requirements. The GVROC reserves the right to reject any offer that does not properly address and satisfy any of the Qualitative Requirements.

The respondent must demonstrate/provide one or more of the following:

Suitability of proposed services – 50% weighting

- Demonstrate how their proposed services will meet the Scope of Works/Statement of Requirements
- Demonstrate an appreciation and understanding of the Request and requirements outlined in the Scope of Works.
- Provide an outline of their proposed methodology and approach to meet the Scope of Works.

Organisational capacity – 20% weighting

- The respondent must demonstrate that it has the organisational capacity to perform the contract.
- The respondent must provide a comprehensive timeframe for the delivery of the proposed services/project, identifying key dates and milestones and outlining how any timing requirements specified in the 'specification' will be met.

Specified personnel – 15% weighting

The respondent must:

- identify any proposed specified personnel together with a brief curriculum vitae for each of them; and
- detail the availability of the proposed specified personnel for the contract during the contract term; and
- describe the industry experience of the proposed specified personnel.

Demonstrated experience – 15% weighting

The respondent must provide details of contracts for similar good/s (and services) provided for other clients. The respondent must provide:

- a detailed description of the good/s (and services)
- similarities between the previous contract and this request
- when the previous contract was performed.

Contract period

March/April 2025 – December 2025

Contract deliverables

The Contractor will provide the deliverables to the GVROC:

1. Bi-monthly verbal updates to the GVROC RCA Coordinator on project development.
2. Three site visits to Wiluna to engage with the Martu people in facilitated and meaningful consultation
3. Final design in pdf and electronic word versions. Where mapping bases have been provided by the Shire for use in the project, the provision of output mapping in Shape, CAD or DXF format.

The final design will be the Intellectual Property of the Shire of Wiluna.

Variations

Variations to the contract must be sought in writing and approved in writing from the GVROC Regional Climate Alliance Coordinator.

Confidentiality

This contract and all written materials and verbal discussions as part of the contract are confidential and not to be shared outside GVROC and key partners unless express consent of the GVROC Regional Climate Alliance Coordinator is provided.

Contact

For more information, please contact Niki Curtis, Regional Climate Alliance Coordinator, M: 0427 806 702 or E: nicolecurtis07@gmail.com.

Please submit quote by 5pm, March 14 2025.