



FBA Preferred Supplier List

Irrigation Install and Maintenance

Scope of Works





FBA works for our central Queensland community to grow a sustainable, productive and profitable Fitzroy Region.

FBA acknowledges the First Nations of the lands and waters within the Fitzroy Region where we learn and live, and pay our respects to them, their culture and Elders past and present.

Version Control

Version	Date	Author	Changes
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Disclosure Statement

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This document has been prepared with due care and diligence using the best available information at the time of publication. FBA holds no responsibility for any errors or omissions and decisions made by other parties based on this publication.



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I. Introduction

I.1. Background

FBA has an outstanding reputation locally, across Queensland and nationally for developing and delivering effective and efficient programs that work with local community, stakeholders, and investors to protect our region’s natural assets. FBA is uniquely placed geographically, strategically, and operationally to deliver priority environmental and agricultural outcomes.

FBA is the organisation that can bridge the gap between knowledge and action, and bring projects that combine environmental awareness, increased profitability, and improved production to life.

We are the experts of our region. We translate complex information by explaining legislation, new technologies and changes in best practice in a way that becomes tangible, practical actions that land managers and the community can apply. We work with all parts of our community to implement evidence-based, accessible solutions that are relevant to our region.

FBA is proud to be one of Queensland’s leading natural resource management organisations. When it comes to the environment, landholders and our local community, FBA is well placed to lead and support projects that protect the future prosperity and resilience of our land and sea.

I.2. Preferred Supplier List overview

The purpose of establishing the preferred supplier list is to enhance efficiency and support sourcing and contracting for future projects. By pre-qualifying a list of trusted suppliers, FBA aims to ensure a high standard of service delivery across various initiatives, thereby facilitating efficient program implementation in collaboration with local communities, stakeholders, and investors. FBA’s strategic geographic and operational positioning uniquely equips it to achieve priority environmental and agricultural outcomes.

The preferred supplier list is intended to foster long-term partnerships and maintain flexibility in responding to the dynamic demands of FBA's diverse project portfolio. This initiative reflects FBA's commitment to operational excellence and continuous improvement in procurement practices.



Figure 1 - FBA office locations

2. Glossary

Key terms and acronyms used throughout the Scope of Work document are defined in Table 1 below.

Table 1 - Glossary

Term	Description
Supplementary Watering	Additional watering events directed by the Project Manager to ensure plant survival, particularly during drought or extreme weather conditions.
Irrigation Maintenance	Regular checks and maintenance of the irrigation system to ensure it remains operational throughout the project, including monitoring water levels and system functionality.

3. Description of services (Irrigation Install and Maintenance)

The Irrigation Install and Maintenance category is essential for a range of projects managed by FBA, including those aimed at streambank and gully repair, habitat restoration, land condition improvement and the establishment of sustainable agricultural practices. Effective irrigation systems and the maintenance of such systems is crucial for ensuring the survival and growth of newly planted vegetation, maintaining healthy ecosystems and enhancing land productivity.

Services within this category include the design, installation and ongoing maintenance of irrigation systems tailored to specific project needs. Suppliers are expected to provide comprehensive irrigation solutions that include site assessments, system design, installation of equipment and regular maintenance to ensure optimal performance. These services must adhere to best practices in water management and comply with relevant environmental and safety standards.

3.1. Functional specifications

The irrigation system needs to be designed to the extent that the irrigation footprint covers the full revegetated area, to achieve this the contractor is required to:

- **Assess irrigation requirements:** Determine quantity and layout of plants that require irrigation. The design needs to meet the requirements of the revegetation plan and irrigation cycles.
- **Understand the water source:** Identify the water source and check water quality and availability (e.g.- bore, dam, waterway or tanks).
- **Choose irrigation method:** Sprinkler or dripper.
- **Determine water requirements:** Water storage and supply requirements to meet the irrigation schedule.
- **Select components:** This may include the selection of pumps (solar, electric or diesel), tanks, pipes, valves, sprinklers, drip emitters and controllers and to ensure compatibility within the system.
- **Pipe sizing:** Determine size of pipes based on the flow rate and pressure required for the system allowing for friction loss along the pipe length.
- **Layout and design:** Plan the layout of components to ensure even water distribution ensuring consideration of elevation changes in the landscape. The system should not be consistently operating at maximum capacity (room to expand).
- **Automation controller setup:** Based on the requirements of the design, there may be a need to install a timer or controller to automate irrigation schedules, this will be dependent on the program watering times based for the specific plant needs and local water restrictions.



- **Consideration of water efficiency:** Implement water-efficient technologies, such as soil moisture sensors, to optimise irrigation. Watering should occur at most effective times of the day/night.
- **Maintenance and accessibility:** Design the system for ease of maintenance by ensure accessibility for ongoing repairs and adjustments.

3.2. Performance specifications

Contracted works must meet the following standards:

- Generally, new plants will require irrigation for two (2) years to ensure they are strong enough to survive the Queensland conditions.
- Where a Revegetation Plan is in place, the work meets the requirements of this plan.
- The extent to which the system is designed is based on:
 - Budget.
 - Site dynamics.
 - What needs to be irrigated.
 - How it needs to be irrigated.
 - Systems can be manual or automated.

3.3. Required certifications/licences

Contractors are required to demonstrate sufficient experience in the design and installation of irrigation systems.

4. Roles and responsibilities

4.1. Contractor responsibilities

The contractor will be responsible for the following activities:

- Complying with all contract conditions, including Land Manager engagement and WHS requirements.
- Adhering to biosecurity requirements whenever accessing the site.
- Provide documentation for the use and maintenance of the system on handover to the Land Manager.
- Provide a written warranty on the materials and workmanship.

4.2. FBA responsibilities

FBA will be responsible for the following activities:

- Engaging with the Land Manager to negotiate access to the site, including notification of access, bio-security measures to be undertaken, or other conditions in relation to the work.
- Clearly communicate requirements of the system, including provision of the Revegetation Plan where applicable.
- Periodic inspections on the quality of the installation, with feedback provided where appropriate.
- Organising access to the water supply.
- If applicable, arrange compliance/permits.

5. Expected schedule

Major funding associated with this work will continue until June 2030 with the possibility that work will continue beyond this date. It is anticipated that multiple projects requiring irrigation install, and maintenance will take place each year.

6. Resourcing and key personnel

Contractors should provide proof of prior experience in the design, installation and ongoing maintenance of irrigation systems. This may be done in the form of case studies.

7. Delivery location

This service is anticipated to be delivered across the Fitzroy Region.

8. Reporting and meeting requirements

Contractors are required to adhere the following reporting and meeting requirements to ensure effective project management and communication.

Table 2 - Reporting Requirements

Report	Format	Frequency	Other requirements
Irrigation design and implementation plan	PDF	On quote	Site map, irrigation plan, outline of materials
Project Schedule	PDF/Excel	Contract deliverable	

Table 3 - Meeting Requirements

Meeting	Attendees	Format	Frequency	Location
Site visit	FBA, Contractor	In person	Prior to quote	On site
Progress visits	FBA, Contractor	In person	Fortnightly	On site
Completion visit	FBA, Contractor	In person	End of project	On site

9. Performance management and KPIs

The following KPIs may be used to assess and monitor Contractor performance throughout the term of preferred supplier list arrangement.

Table 4 - Key Performance Indicators

No.	KPI	How Measured	When Measured	Service Level
1	On-Time Completion	Comparison of actual completion dates to planned completion dates	Monthly	95% of milestones are met on or before the scheduled date.
2	Quality of Completed Work/Service	Number of defects or reworks needed	At the end of the project	< 5% defects/ reworks
3	Response Time to Inquiries/Issues	Time it takes for the supplier to respond to	Monthly	Within 24 hours



No.	KPI	How Measured	When Measured	Service Level
		inquiries or issues logged by FBA		
4	Compliance with WHS Regulatory Requirements	Count of items found to be compliant or non-compliant during site visits or inspections	Monthly/ as required according to regulations or legislation	100% compliance
5	Supplier Relationship Management and Communication	Supplier satisfaction surveys	Quarterly	Maintain > 90% satisfaction

10. Applicable standards / legislation

Contractors are expected to be aware of and adhere to following standards throughout the term of preferred supplier list arrangement.

- Extraction of water may require an approval for a water allocation. Normally this is exempt in Rockhampton Regional Council due to environmental positive nature of the projects.



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