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>> **State Asset Investment Program 2009- 2013**

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**The Department of Treasury and Finance held the first State Asset Investment Program event on 3 June at the Convention Centre for over 360 government, industry and media representatives.**

The Treasurer Troy Buswell launched the event and spoke about the Government's interest in greater private sector involvement with public sector projects as well as the proposed Works Reform.

The initiatives outlined in the ['Works Reform Business Solution Plan'](#) and the use of innovative procurement methods such as public-private partnerships, are planned to reduce the blow outs occurring in infrastructure projects.

The effective management of new and existing assets, including building and replacement of existing infrastructure, is critically important, especially in the current economic climate.

"We need to make sure existing buildings are maintained and that new projects are delivered on time and on budget" Mr Buswell said.

"Capital works projects could be up to 10 per cent cheaper if we simply improve our management and by using innovative approaches like public private partnerships."

"The works reform program will cost about \$60 million over four years but is expected to generate about \$280 million in savings over the same timeframe," he said.

During the event, Government agencies and Public Corporations also provided a comprehensive overview of their capital works programs for the next four years.

Visit the [CEIID website](#) to view all the presentations.

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>> **ICT Services CUA on Track**

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**The changeover of all registered users from the SPIRIT program to the ICT Services CUA is on schedule to meet the September deadline.**

ICT Services will streamline ICT procurement, promising your agency faster market access, speedy supplier response, increased flexibility and lessened procurement risk.

A draft matrix has been distributed amongst stakeholders for comment. The tender document, including head agreement will be available this month for feedback in order for transitioning to begin in July/August.

Information and briefings sessions will be held before the September launch; however Contract Manager, Michelle Hurdle is available to answer any queries on 9222 5175, or email [michelle.hurdle@dtf.wa.gov.au](mailto:michelle.hurdle@dtf.wa.gov.au).

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## >> Spending Wisely

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**State Government departments and agencies spend billions of dollars annually on goods and services in support of their day-to-day business operations.**

Anything that can be done to reduce administrative bureaucracy and enable you to spend more time on core activities will benefit your agency.

Agencies are encouraged to issue the Purchasing Card to travellers and regular buyers for specific transactions i.e. travel, groceries, office supplies etc.

When making a payment with the Purchasing Card, agency buyers should:

- ensure the cardholder's name is on the invoice;
- provide the cardholder's address to the supplier (to ensure the cardholder is the recipient of the invoice);
- make payment at the time of sale or as soon as the goods or services are received; and
- review cardholders' purchasing limits regularly and increase if necessary.

There is plenty of help and knowledge at hand, visit the [DTF website](#) for more helpful hints!

There are not many things that can go wrong, however when there is a problem, talk to your line manager or contact John Lamb, Contract Manager via email [John.Lamb@dtf.wa.gov.au](mailto:John.Lamb@dtf.wa.gov.au).

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## >> Mobile Telecommunications CUA

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**A new Telecommunications CUA is now being developed, so consult Department of Treasury and Finance if you are considering entering into contracts longer than 12 months – your agency will benefit from the new rates, when they start.**

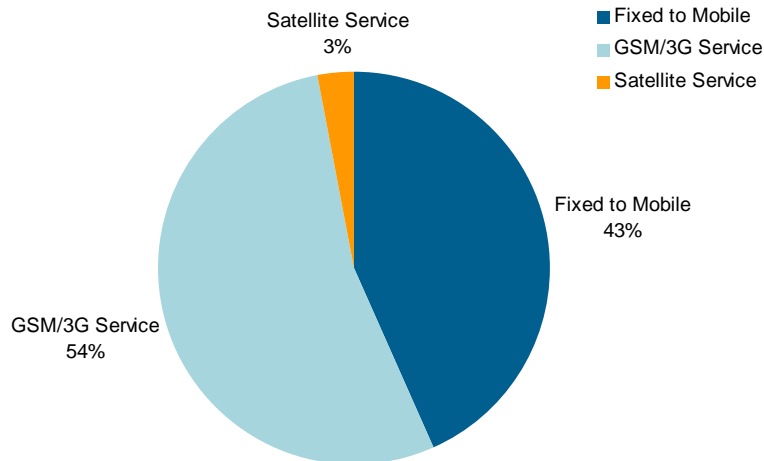
The Mobile CUA is mandatory for all public authorities. If your agency is purchasing from off-contract suppliers, DTF will be happy to discuss any issues with you, including the need to seek exemptions if necessary.

Here are a few key tips for purchasing from this CUA:

- Always remember to plan ahead before purchasing a data plan with a supplier;
- Start with a lower cost plan that suits your expected usage and review regularly; and
- Budget for mobile growth areas within your agency.

Agencies purchasing mobile phone services should ensure that data downloads are turned off for these services unless specifically required.

## Mobile Telecommunication Services Jan - Dec 08



\* CDMA services have been included in the GSM/3G Service category.

If you're contemplating a mobile contract exceeding 12 months or seeking a supplier outside of the CUA, contact Mary McFarland on 9222 5241 or email [Mary.McFarland@dtf.wa.gov.au](mailto:Mary.McFarland@dtf.wa.gov.au)

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## >> Upcoming Events

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### Upcoming procurement information and training seminars for 2009 include:

#### Better Buying

If you are new to government buying or an occasional buyer, this **free** seminar will provide you with an introduction to purchasing, relevant procurement policies and guidelines, steps to take when making a purchase, how to buy from Common Use Arrangements (CUAs) and key points to remember about quotes and tenders.

Next session:

- Wednesday 19 August 9am – 12pm [Register Now!](#)

#### Professional Advisory Services

The Better Scoping and Management of Professional Advisory Services Contracts program is designed to improve your expertise in engaging and managing consultants. These **free** workshops involve the use of practical tools to improve scoping and contract management skills in respect of consultancy contracts.

Next session:

- Contract Scoping: Tuesday 30 June 9am – 12pm [Register Now!](#)
- Contract Management: Tuesday 30 June 1pm – 4pm [Register Now!](#)

More information is available at the [DTF website](#) or you can send an email to the Business Development team at [ogpevents@dtf.wa.gov.au](mailto:ogpevents@dtf.wa.gov.au)

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## >> Working with Children

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## Do your contractors work with children?

Child related work is very narrowly defined in legislation and widely misunderstood, especially when determining if and when Working with Children Checks are required.

If you are unsure check [Fact sheet 1](#), of the Working with Children Check website, prior to including such checks as mandatory in the Request and General Conditions of Contract.

For more information, please contact the Working with Children Screening Unit on 1800 883 979 or (08) 6217 8100.



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## >> [Government Contracts Snapshot](#)

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Visit [Contracts WA](#) for the full range of contracts. Below is a snapshot of the latest updates on Common Use Arrangements.

### HR Services

Rules have been simplified to help agencies buy services more easily:

Work valued less than or equal to \$19,999 - Multiples quotes are not required. Refer to contractor price schedules and engage the Contractor direct.

Work valued greater than or equal to \$20,000 - Obtain 2-5 written quotes from the CUA listed Contractors of your choice.

If you have any questions, contact Melanie Walters on 9222 5083 or via email [melanie.walters@dtf.wa.gov.au](mailto:melanie.walters@dtf.wa.gov.au).

### New Motor Vehicle Rental CUA

A new CUA for Motor Vehicle Rental Services (10708) has started, offering users significant savings over retail rates. It started on 1 May 2009 and is mandatory for agencies state-wide.

Buyers have access to a direct purchasing 'pick and buy' arrangement with Budget Car and Truck Rentals and Thrifty Car Rental.

The Buyers Guide provides users with all the information they need to access the CUA and the Guide can be accessed through ['Contracts WA'](#).



### Review of the Metropolitan Courier Services CUA

A review has started of the Metropolitan Courier Services CUA (40204) to determine whether or not to replace the CUA when it expires.

We are interested in receiving your feedback and are keen for suggestions about how the current CUA can be improved and what services buyers would like to see in a new CUA.

Please send your comments to Genevieve Jarvis [genevieve.jarvis@dtf.wa.gov.au](mailto:genevieve.jarvis@dtf.wa.gov.au) or Megan Dare [megan.dare@dtf.wa.gov.au](mailto:megan.dare@dtf.wa.gov.au).

### Review of the Chemicals, Fertilisers and Agricultural Fencing Products

An annual review of the Chemicals, Fertilisers and Agricultural Fencing Products CUA (12104) is about to start.

The CUA has been running for four years and has one 12 month extension remaining. A Client Reference Group is currently being formed.

If you would like to send your comments about the CUA and any potential improvements to Jennifer Hall [jennifer.hall@dtf.wa.gov.au](mailto:jennifer.hall@dtf.wa.gov.au) or Alicia Harris [alicia.harris@dtf.wa.gov.au](mailto:alicia.harris@dtf.wa.gov.au) that would be appreciated.

## **Extension of the Freight Transport Services CUA**

Following consultation with stakeholders the Freight Transport Services CUA (15006), has been extended for twelve months and will now expire on 30 June 2010.

TNT Express, Toll Transport and Courier Australia are the endorsed CUA suppliers and can provide users with a range of freight transport services, including overnight and door to door deliveries.

If you have any questions, contact Nick Murray [nick.murray@dtf.wa.gov.au](mailto:nick.murray@dtf.wa.gov.au).



## **Temporary Personnel Services**

The current contract for Temporary Personnel Services (16003) is scheduled to expire on the 31 August 2009. Development of a replacement CUA is well underway. The Request For Tender document was released to market on 13 May on [Tenders WA](#) and closed on 16 June.

Significant interest has already been received from recruitment agencies across the range of temporary personnel categories. It's anticipated that the CUA will commence on 1 September 2009. For further information about the CUA, please contact Contract Manager Steven Lock on 9222 5317 or email [Steven.Lock@dtf.wa.gov.au](mailto:Steven.Lock@dtf.wa.gov.au)

## **Metropolitan Courier and Gases CUA Receive Positive Feedback**

Recent customer surveys of the Metropolitan Courier and Domestic LPG, Industrial, Medical and Gases CUAs have revealed high levels of customer satisfaction with those CUAs.

Of those surveyed on the Gases CUA, 94% were satisfied with the services offered and 92% agreed it provided value for money. For the Metropolitan Courier CUA, 93% were satisfied with the services provided and 91% indicated it provided value for money.

Potential opportunities to improve the CUAs were identified and will be considered by the respective contract managers. A big thank you to those contracts users that took the time to complete the survey.

## **Extension of the Waste Disposal and Recycling Services CUA**

The Waste Disposal and Recycling Services CUA (13005) provides users with access to a range of waste management and recycling services. The CUA was recently reviewed and has now been extended for 12 months, and will now expire on 14 May 2010. If you have any questions, please contact Jennifer Hall [jennifer.hall@dtf.wa.gov.au](mailto:jennifer.hall@dtf.wa.gov.au)



## **Extension of the ICT Equipment Disposal CUA 5105 - Category A (Auction and Direct Sales- T 5105)**

ICT Equipment Disposal - Category A provides disposal services for buyers looking to dispose valuable ICT equipment whilst maximising their economic return. The contract was recently reviewed and all supplier contracts on Category A have been extended for a further year. CUA 5105 Category A will now expire on 29 May 2010.



Should you have any questions about this CUA, contact Tony Goh on 9222 5685.

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