

5.8. SOLE SPECIALISED SUPPLIER REGISTER

REPORT AUTHOR	Tara Killeen, Chief Financial Officer
MANAGER	Rachel Brophy, Chief Executive Officer
DEPARTMENT	Finance and Corporate Services

RECOMMENDATION

That Council resolves to:

1. **Approve the attached list of Sole suppliers and/or Specialised suppliers under s 235 (a) and (b) of the *Local Government Regulation 2012* for the supply of equipment and services, for a period of one year.**
2. **Delegates authority under s 257 of the *Local Government Act 2009* to the Chief Executive Officer to enter into contracts, negotiate, finalise and execute any and all matters associated with or in relation to Sole Suppliers subject to Council's normal procurement policies and practices.**

EXECUTIVE SUMMARY

Occasionally Council is unable to obtain more than one sufficient quote during the procurement process due to the lack of appropriately qualified suppliers. Whereby this is due to there being only one supplier or due to the specialist nature of the supply, Council may approve the use of these suppliers without the requisite further quotes. The register presented (attachment 1) is a summary of all the suppliers Council wish to approve on this basis. Additions are shown in bold black and deletions are in red. In addition attachment 2 shows a summary of all amendments made to the register.

It is proposed that Council approve the attached suppliers under the "sole" and "specialist" supplier provisions of the *Local Government Regulation 2012*.

s 235(a) states:

Exemptions exist if: *"the local government resolves it is satisfied that there is only 1 supplier who is reasonably available"*;

s 235(b) states:

Exemptions exists if: *"the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders"*.

Regardless of exemptions above, actions greater than \$200,000 still require review and approval by means of monthly Council meetings.

PROPOSAL

That Council resolves to approve the proposed suppliers attached as sole and/or specialised service providers under s 235 (a) and (b) of the *Local Government Regulation 2012* for the supply of equipment and services, for a period of one year.

FINANCIAL/RESOURCE IMPLICATIONS

There are no financial or resource implications that arise from this recommendation.

RISK MANAGEMENT IMPLICATIONS

By reviewing and approving the overall register of sole &/ or specialist suppliers on a regular basis, Council is ensuring compliance with s 235 of the *Local Government Regulation 2012* and maintaining an awareness of the nature of Council contracting within exemptions under the Regulation. Suppliers have been reviewed and those deemed not to meet the exemption requirements as per the definition of sole supplier in the Regulation, or no longer requiring engagement by Council, have been excluded from this report.

The financial risk to Council is mitigated by Council officers having assessed these products and services as being suitable and the suppliers as being the only reasonable option from which Council can obtain these relevant products and services.

SUSTAINABILITY IMPLICATIONS

Economic: The maintenance of a sole/specialised supplier register approved by Council enables efficient contractual processes.

Environmental: Nil

Social: Nil

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

Corporate Plan 2019-2024 Initiatives:

Theme 5 - Robust Governance and Efficient Service Delivery

Strong governance and financial management are the foundations of the way in which Council will conduct its business and implement the initiatives of the Corporate Plan.

Goal 1 - *We will conduct Council business in an open and transparent manner with strong oversight and open reporting.*

Goal 2 - *We will put the customer at the centre of our service delivery and process improvement as we deliver efficient and appropriate services based on community expectations.*

Goal 3 - *We will make sound financial decisions by ensuring robust strategic planning, financial management and reporting.*

COUNCIL'S ROLE

Council can play a number of different roles in certain circumstances, and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

Regulator Council has a number of statutory obligations detailed in numerous regulations and legislative Acts. Council also makes local laws to ensure that the Shire is well governed. In fulfilling its role as regulator, Council will utilise an outcomes-based approach that balances the needs of the community with social and natural justice.

CONSULTATION

Internal: Procurement Team, Management Team, various relevant staff

External: Nil

COMMUNITY ENGAGEMENT

Nil

ATTACHMENTS

1. 2022 - Sole Source and Specialised Suppliers [5.8.1 - 8 pages]
2. 2022 - Amendments to Sole Source and Specialised Suppliers [5.8.2 - 1 page]

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

Supplier Name	Category	Section	Brief Description of Goods or Services	Comments / Justification (Including steps taken to ascertain if there are other suppliers)
A.A.B.	Specialised	ICT	Scanner/Printers	Authorised Vendor - AAB is the regions authorised vendor who sells and services the Ricoh range of Scanner / Printers. Consistency / Continuity - Council's current fleet of Scanner / Printers are all Ricoh brand. All units work with the same printer drivers, templates and have the same user interface.
ABB	Specialised	Water & Wastewater	Flow meters and equipment warranty (SCADA)	ABB is a leader in power and automation technologies that enable utility and industry customers to improve their performance. ABB produce flow meters and other equipment that are in service at several Council locations. All repairs of faulty equipment must be conducted by ABB to meet warranty requirements.
ACMA	Sole	Building Facilities	Australian Broadcast Licences	Provider of Australian Broadcast Licences
Aer-Force	Sole	Water & Wastewater	Wastewater Aeration fine bubble aeration	EDI aeration systems are installed at Port Douglas and Mossman Treatment Plants. Aer-Force Pty Ltd is the sole Australian supplier of genuine replacement parts for aeration systems manufactured by Environmental Dynamics International, Columbia MO, USA (EDI). Aer-Force has been supplying EDI components to Australian customers since 2001 and has been the sole Australian supplier of EDI aeration diffuser spares since 2006.
Akvotek Pty Ltd	Sole	Water & Wastewater	Koch membrane systems- (filters, spares, and ancillary parts)	Akvotek Pty Ltd is the sole Australian distributor for this OEM specialised system currently used by Council's Water & Waste Water department. Supplier Doc ID: 909292.
Aquatec Maxcon	Sole	Water & Wastewater	TrojanUV's UV equipment and associated spare parts	Letter received from TrojanUV's dated 05 August 2015 confirming that Aquatec Maxcon are TrojanUV's sole distributor for UV equipment and associated spare parts in Australia.
Austek	Specialised	ICT	Wireless Networks	Consistency / Continuity - Council's current wide area network used the link the buildings in Mossman uses the same brand of equipment, which is maintained and supported by Austek. For the life of the equipment, Council will maintain a break - fix maintenance agreement with the vendor to ensure the rapid replacement of the equipment in cases of failure or lightening strike. Institutional knowledge - Austek have knowledge of how Council's overall network is designed and configured and this allows the to configure the wireless units for optimal speeds & fitness for purpose.
Axicom	Sole	Building Facilities	Communications Tower Host	Axicom own the communication tower in Mossman which DSC have black Spot tower (TV) equipment on. It is the only tower in this area.
Cairns Audio Visual	Specialised	ICT	Custom Room Audio / Visual	Institutional Knowledge & Consistency / Continuity - The existing room systems were build and customised by this vendor. Therefore this vendor is best placed to maintain the current custom room installations, as they now are. Other vendors can be used for new or room refits but there is a price and skills advantage for maintenance to be provided by the vendor who build the custom installations.
Cairns Copy	Specialised	Infrastructure - Civil	Daintree Ferry Ticketing System and POS	Authorised Vendor - Cairns Copy are the region's authorised provider of the StarPos system. This system was selected by tender to provide the ticketing and point of sale (POS) equipment used at the Daintree Ferry and the Mossman Pool & Caravan park. As such this is the only vendor that can provide support and maintenance on the various StarPos devices and software components. Consistency / Continuity & Institutional Knowledge - As Cairns Copy are familiar with both the POS equipment and the backend systems, Council saved money by using the same system wherever a POS system is required.

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

ChemAlert WHS	Specialised	ICT / WHS	Chemical handling safety data	Unique - RMT is a global leader in the provision of Chemical Safety Management and Enterprise Risk Management systems. The vendor also provides other WHS related systems. The 'Mango' system was selected to help council manage and report on its WHS obligation & is one of the few tools in the market offering the breadth and depth of functionality needed by Council. Consistency / Continuity - Council has used the ChemAlert system for some time years and users are familiar with how the software works.
DDT Welding/Dave Trewick	Sole	Infrastructure - Civil	Welding & fabrication	DDT Welding/Dave Trewick has been nominated as the single source contractor to perform minor emergency welding and fabrication to the ramp for the Daintree River Ferry and future works required for its operation. DDT Welding are available 24/7 and very responsive. As a Mossman based business, Dave from DDT Welding is close by. More importantly, DDT Welding have experience with Council's vessel having worked on it pre and post purchase. The current ferry operator (Entrada) have worked with DDT Welding before and speaking highly of Dave's work. The work required will mitigate the safety risk to the public, and the Council, with the aim of preventing an imminent asset failure. Dave Trewick has extensive knowledge and experience conducting welding works on the Daintree River Ferry having being used for works by the previous ferry operators. He has the following technical qualifications: Underground welding, Pressue welding, Construction welding, Structural Marine welding.
Delnorth Pty Ltd	Sole	Infrastructure - Civil	Guide Posts	Council purchases SF 14 DI steel flex road edge guide posts from Delnorth Pty Ltd. This is the post that performs best in unfenced road situations. This product has been utilised by Council for eight years and during this time several different flex posts have been trialled without success. In 2010 Delnorth International took legal action claiming breach of patent against Rhondo and one other supplier, this action was upheld, leaving Delnorth Pty Ltd as the only legal supplier of this guide post profile.
Douglas Chamber of Commerce		Community & People	Resource and Performance Agreement	Recommendation that Council: 1. Resolves to contract the Douglas Chamber of Commerce as a specialised service provider under S235(b) of the Local Government Regulation 2012 for specialist business support, with funding of \$50,000 (GST exc) under terms set out in a Resource and Performance Agreement for a period of one year dated from 1 July 2020 to 30 June 2021;
Elster Metering Pty Ltd	Sole	Water & Wastewater	Elster meters	Elster were previously trading under the umbrella of ABB. Elster are now trading as themselves. Elster are the OEM company that produces these particular meters. A large portion of the meters installed within the shire are Elster. DSC Operations department have agreed a strategy to continue to use these meters, based on improved reliability, better maintenance, bulk supply and unit cost outcomes. Other companies are stockists only and would need to purchase these meters from Elster Metering. Elster Metering is Australia's leading manufacturer and supplier of water meters for domestic, commercial, industrial and irrigation applications. Other metering products include AMR / AMI meter reading systems, remote reading, recycled water, hot water and oil. Associated products include complete mains to meter kits, tapping bands, ferrules, ball valves, dual check valves, inline strainers for water meters, meter boxes, metered standpipes, under-pressure mains tapping machines and Tita PE fittings. Quality Assurance to AS/NZS ISO 9001 has been achieved for all company facilities, including certification to ISO 14001 for environmental management systems for the Melbourne plant. The company maintains a NATA accredited hydraulics laboratory, and is also a National Measurement Institute (NMI) Utility Meter Verifier. Elster Metering is Australia's leading manufacturer and supplier of water meters for domestic, commercial, industrial and irrigation applications. Other metering products include AMR / AMI meter reading systems, remote reading, recycled water, hot water and oil. Associated products include complete mains to meter kits, tapping bands, ferrules, ball valves, dual check valves, inline strainers for water meters, meter boxes, metered standpipes, under-pressure mains tapping machines and Tita PE fittings. Quality Assurance to AS/NZS ISO 9001 has been achieved for all company facilities, including certification to ISO 14001 for environmental management systems for the Melbourne plant. The company maintains a NATA accredited hydraulics laboratory, and is also a National Measurement Institute (NMI) Utility Meter Verifier.
Emerg Douglas	Specialised	ICT	Pre-amalgamation Enterprise Suite software	To be decommissioned this financial year.
ESM (EnviroScience Matters Pty Ltd)	Specialised	Resource Management	Hydrus Software	Paul Smith is a Hydrogeologist, Director and Principal Consultant of EnviroScience Matters, whom Council have utilised over the years for technical matters at the Transfer Stations & Landfills. Hydrus software is the current best modelling software for leachate management options in Landfill closures. It is possible that other Environmental Companies utilise Hydrus also, if they specialise in Landfills.

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

Far North Training and Consultancy (FNTC)	Specialised	HR	Registered Training Organisation	FNTC are a locally based training provider offering a flexible schedule which meets Council needs . They offer a flexible fee schedule including price per person (rather than per course), and also charge for participants who attend on the day only and do not charge for non-attendees. As their premises is local to DSC they are able to make available their training room at no cost to host sessions if DSC does not have a suitable meeting/training room available.
Future Engineering & Communication Pty Ltd	Specialised	Project Office	Specialist Precision Machining Services	Future Engineering maintain exclusivity for their products as their intellectual property. If their drawings were to be released, they could be copied and modified by potential competitors. Companies such as this maintain the design and manufacturing of their product exclusively for any new work and maintenance.
Galapagos	Specialised	ICT	eArchive Solution (iPlatinum)	Unique - Galapagos are the developer of this product and specifically the data loader which connects to the Enterprise Suite that was used prior to Amalgamation. Consistency / Continuity & Institutional Knowledge - This vendor has configured the system, which it now supports as well as being familiar with the source system - from which the data was imported.
Hach	Specialised	Water & Wastewater	Control Equipment	Hach turbidity control equipment turbidity meters, if we need replacement units and or parts etc as we exclusively use their turbidity meters at all plants.
Harbour Software	Specialised	ICT	DocAssembler, Docs on Tap	See the Selection Report (InfoXpert Doc # 433271 for details) - Limited products in market place Unique item - In 2014 a market scan turned up only 2 viable products in this area. An evaluation selected this product - See Selection Report Doc # 433271. Authorized vendor - This software company only sells the product direct, not through resellers Consistency - Council has used this product since 2014 and staff are trained and familiar with this tool. Changing to another product would require all the templates to be re-build.
Helen Woff	Specialised	Community & People	Aquafit Services	DSC offer aquafit services to the community as part of their Activ8 fitness program. A thorough search of the local and regional area including calls for instructors via social media channels, alongside searches of the Fitness Australia databases, resulted in Helen Woff being the only qualified aquafit instructor within a 100km radius of DSC. Without her services DSC would be unable to run the Aquafit program.
Henley Refirdgeration	Specialised	Resource Management	De-gas of LPG gas bottles	Henley's have historically collected LP gas bottles from all local Councils and degassed them at their property which hold the appropriate RRA. As far as local Councils know (historically), they are the only facility which is appropriately licensed to store and decommission gas bottles. Henley's have just moved into degassing refrigerant gas also - which is gas removed from air cons, fridges, freezers and heat pumps. To do this you need an Artic License, and must also include end of life certification (sent for recycling, not released to the atmosphere). We currently use Bill Postans for refrigerant gas (on the RoPs), because Henley's used to only to collect LPG Bottles. Henlye's were awarded the tender for CRC as the sole supplier for the decommissioning of LPG & refrigerant gas Tender. At this point in time, they are the only known Company willing to collect LPG bottles from the Douglas Shire (legally).
Heyne Mechanical Solutions	Specialised	Infrastructure - Workshop	Plant Repairs	DSC uses Heyne Mechanical Solutions for major repairs to heavy plant e.g.; Grader/Roller where a quote is not possible until the unit has been disassembled.
HR Dynamics	Specialised	Governance	HR Solutions	Council proposes to engage utilises HR Dynamics to provide specialised human resources, industrial relations and Job Keeper advice to businesses in the Douglas Shire. HR Dynamics are uniquely placed to address the needs of Douglas Shire businesses having a developed knowledge of the economic situation in our area coupled with a proven track record of providing similar services to Cairns-based businesses. In conjunction with the Douglas Economic Development Group, the services to be offered will allow Douglas Shire businesses to get back on track in the face of COVID-19 restrictions. Council will also engage HR Dynamics to provide Council with specific Human Resources services from time to time as required. Council utilises HR Dynamics due to their in-depth understanding of specifics relating to Council's Human Resources in the provision of timely and relevant services in Human Resources including the delivery of specific employee training, independent industrial relations advice and support and workplace investigations from time to time as required.
IDEXX Laboratories	Specialised	Water & Wastewater	Colilert-18 detection of E.coli and coliforms	Council water quality compliance lab requires this equipment to meet our DWQMP.

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

Intelliteq (was: isis)	Specialised	ICT	Computer / Software Training and Consulting Services	Institutional knowledge - Mike has worked with Council since 2014 when IT systems were created, so he has a good working knowledge of our software, data structure and work practices. This allows the training to be specifically tailored to Council and for consulting to start without time for site orientation. Several programs have been developed and based on employee skill level it allows employees to progress over time from intro to intermediate to advanced level i.e. MS Excel. Continuity / Consistency - Bringing another vendor into the mix for would incur induction and orientation costs.
Jabalbina Yalanji Aboriginal Corporation RNTBC	Specialised	Community & People	Traditional Owner Consultancy Services	Council resolution ordinary meeting 5 May 2015 appointed Jabalbina Yalanji Aboriginal Corporation RNTBC as the supplier of Traditional Owner consultancy services. The report to Council acknowledges the unique position held by Jabalbina Yalanji Aboriginal Corporation RNTBC as the Prescribed Body Corporate and Trustee of Eastern KuKu Yalanji (EKY) peoples' land and native rights and the registered Cultural Heritage Body for EKY in Queensland.
Judd Frazer	Specialised	ICT	CCTV and Security Systems	Institutional Knowledge & Consistency / Continuity - Over time Council has grown to own several different CCTV systems and Security systems over many building. Finding another vendor familiar with this range of systems, able to serve our region would be problematic.
Kerbing NQ	Sole	Infrastructure - Civil	Street Kerbing	Kerbing NQ are the only supplier able to provide the FNQROC Standard S1000 design for lay back kerbing.
Lyndons	Sole	Infrastructure - Civil	Joints used in footpaths	Lyndons supply Danley joints used in footpaths. Danley preformed metal Keyjoints enable loads to be transferred between adjoining slabs while allowing lateral movement and limiting differential vertical movement. Lyndons provide a patented, multi-function galvanised steel stay in place of a formwork system for concrete slabs. Lyndons are the only local supplier who can provide these joints.
Mangoesmapping Pty Ltd	Specialised	ICT	Telemetry and Geographic Information Systems (GIC)	Authorised vendor, Institutional Knowledge & Consistency / Continuity. Council provides "mapping" systems to internal staff and the public, software which has been highly customised specifically for Douglas. Moving to another software platform would represent a big investment and considerable disruption. Finding another vendor familiar with this range of systems, able to attend Mossman to perform training etc. would be problematic.
Market Facts (QLD) Pty Ltd	Specialised	Finance	Customer Satisfaction Survey	DSC has engaged this consultant previously to conduct a customer satisfaction survey. This consultant has comparative data from other councils as well as prior DSC results.
MechTec Pty Ltd	Sole	Infrastructure - Workshop	Inspections & Safety Upgrade	Mechtec is the only company located in the Cairns area who can provide the major 10 year inspection's and safety upgrades to Hiab/Crain's.
Metro Count	Specialised	Infrastructure - Civil	Road Traffic Counters	Specialist equipment and software from WA. Data is collected for Council to assist with things such as funding applications.
Mossman Quarries	Sole	Infrastructure - Civil	Supply of road-based crushed materials	Mossman Quarry is the only quarry within the Shire to produce the standard requirements for road-based, crushed materials.
NHP Electrical Engineering Products	Specialised	Water & Wastewater	Parts management agreement (SCADA)	Council has a parts management agreement (PMA) with NHP for critical Programmable Logic Controllers (PLC) and Variable Speed Drives (VSD) spare components. These VSDs and PLCs are essential to plant operation, and spares must be readily available on hand. The parts management agreement ensures parts are on hand and if a PLC or VSD breaks, it is exchanged with a spare from the PMA supply and a replacement is ordered from NHP. NHP also supplies Council's annual "TechConnect" support contract for the Allen Bradley applications, which is used as the primary control system standard for all of Council's treatment plants.

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

NNT (was Dimension Data)	Specialised	ICT	Desk Phone System	Unique - NNT are one of the few solution providers that offers the wide range of products that council need in the Telecommunications and IT space. Consistency / Continuity & Institutional Knowledge - This vendor has provided and maintained Councils desk phone system for some years, as such they have intimate knowledge of our system's configuration. As such they are well placed to offer support and maintenance on the existing system. When updates and upgrades are required this knowledge saves time and money when planning changes to the existing system.
Nu Turf	Sole	Infrastructure - Open Spaces	Sole supplier for Terracottem	Terracottem is a soil conditioning product which is a requirement as noted in the FNQROC Development Manual. The product is copyrighted and can only be bought through the manufacturer's own distributors; NuTurf is the only distributor of this product in Cairns.
PaceSetter	Specialised	ICT	Civica's Authority suite - Data Manipulation & related Consulting	Unique - Pacesetter staff are predominantly ex. Civica employee / consultants and are therefore ideally placed to work with Civica's Authority suite. In this regard they are unique, in specialising in the support of the Authority software suite, at rates almost half of Civica's. Institutional knowledge - Pacesetter have worked with Council since 2017 and are familiar with our data set and practises.
Panebianco Enterprises/Cairns Mulch	Sole	Resource Management	Shredding and Removal of green waste	Tub grinders process greenwaste into Mulch. We have tried chippers over the years – but they don't make a great product, and they can't do logs & stumps. Chippers also take longer as they are a smaller machine. Anthony (Cairns Mulch/Panebianco Enterprises) has two grinders, and I prefer the small tub grinder which gives a good size mulch product and copes with large tree stumps etc. The operators also are very meticulous, efficient & courteous. They pick out any plastic that may be hidden in the green waste, so not to put it in the mulch. They have shown great housekeeping practices ie washing down & cleaning regarding biosecurity, and have not had any incidents of weed or electric ant contamination from their movements. Cairns Mulch have several contracts in the area, and this makes it viable for them to mobilise here. Grinders from other areas such as Brisbane won't come for the small amount of greenwaste collected at Killaloe.
Peters Bosel Lawyers	Specialised	HR	Employment Law & Workplace Relations	Peters Bosel provide DSC with specialised legal advice in a number of on-going Industrial Relations matters specific to Council. They are well versed on Local Government Legislation and Council's Industrial Instruments, have institutional knowledge and hold records of all past matters in their archive.
Power and Data	Specialised	ICT	Uninterruptable Power Supplies (UPS) and computer electrical cabling	Authorised vendor, Institutional Knowledge & Consistency / Continuity. This company is used by other government entities in the area, such as QLD Health, due to their experience working with large computer room systems. They supply, install and importantly, carry out 6 monthly maintenance visits on all the UPS devices at Council buildings - most importantly the "building" UPS in the Mossman Admin building. They provide consistently high quality, reliable work.
PRTS	Sole	Water & Wastewater	Control Valves	Water treatment plants have numerous Burkert Control Valves, Burkert valves and automation and control systems are utilised exclusively throughout the water plants. We need to keep maintaining all the Burkert equipment as moving away from Burkert products would not be cost effective. PRTS is based in Townsville and is the authorised distributor for all Burkert products. Having them listed as a sole supplier of Burkert goods would make procurement more efficient.
Qld Fire & Rescue	Sole	Building Facilities	Fire Alarm Monitoring	Sole Supplier - only provider of this service
Qmac Machinery	Sole	Infrastructure - Workshop	Sole Supplier for Kubota Tractors	Qmac provide major parts, repairs and software updates when required. They are a sole Supplier for the Kubota Tractors.
Realised Technology	Specialised	ICT	Web	Institutional Knowledge & Consistency / Continuity. Realised manage Council's many Web sites - both the hosting in a Sydney data centre and the software, providing specialised knowledge / support to Council's Media unit.
Redmans	Specialised	ICT	Quest - eMail Archiving	Authorized vendor - Redmans are one of two authorised resellers of Quest products in Queensland. Institutional knowledge - Redmans was selected as they have installed the Quest eMail archiving product for several other councils who were also hosted by Civica Cloud Services. As such they are familiar with Civica's configuration, which saved time in installing the product. Continuity / Consistency - Redmans have maintained our installation since 2018 and are familiar with all Douglas' peculiarities and customer configurations. This makes dealing with support issues and new requests, time and cost efficient.

Local Government Regulation 2012

Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

Reflect Asset	Specialised	Infrastructure - Civil	Data Collection Platform	Specialist supplier - Data is collected for Council to assist with things such as funding applications. The supplier's data collection platform is utilised widely across all areas of the Infrastructure department.
Risk Management Technologies (RMT)	Specialised	ICT	ChemAlert, Mango (eWHS system)	Unique - RMT is a global leader in the provision of Chemical Safety Management and Enterprise Risk Management systems. The vendor also provides other WHS related systems. The 'Mango' system was selected to help council manage and report on its WHS obligation & is one of the few tools in the market offering the breadth and depth of functionality needed by Council. Consistency / Continuity - Council has used the ChemAlert system for some time years and users are familiar with how the software works.
RMD Australia Pty Ltd	Sole	Infrastructure - Civil	Hire of Form Work for Structural Bridge Construction	RMD is the only provider in the area that hires form work for structural bridges, culverts etc. RMD Australia are also RPEQ Certified for Bridge Construction. A number of other local suppliers have been approached for this service but they can only offer a supply and erect service and are unable to offer hire of form work.
Rotork Australia	Sole	Water & Wastewater	Control actuating units	Rotork are the sole importer and manufacturer of control actuating units used in the Cleaner Seas project to control penstock activation (gate used in water flow controls in treatment facilities).
Safety Culture	Specialised	ICT	iAuditor - eForms Cloud system	Unique - iAuditor is a general purpose Mobile application used to build forms for completion in the field e.g. Conduct inspections, perform audits using checklists and the like. iAuditor is a market leader now used 50,000 times a day in over 80 countries. Consistency / Continuity - Council has built many forms for ad-hoc needs for some time years and users are familiar with how the software works.
Schneider-Electric	Specialised	Water & Wastewater	Citect SCADA software support	Schneider-Electric supply Citect SCADA Software support along with annual support for SCADA applications as well as licences. Schneider-Electric also own Trio radios and all repair of Trio radios and equipment must be performed by Schneider-Electric.
Siemens Australia	Sole	Water & Wastewater	Flow-meter repairs, parts and calibration & replacement units	Council currently have Siemens flow-meters installed throughout the Water & Waste Water system. There is a requirement to purchase spare parts and have existing Siemens Flow-meter units repaired by Siemens as the sole supplier and repairer in Australia. These meters also require calibration depending on the license requirements. Siemens currently have the only licensed tester for their flow-meters in Australia. From time to time there is a need to purchase additional flow-meter controllers to replace defective meters and the only supplier for these meters in Australia is Siemens.
Smartcomm	Specialised	Finance - Rates	Provider of Councils Electronic Notices	Smartcomm (Formally IQ Mail) hold the template for Councils rates and water notices. They format, print and post notices and reminder letters as well as own the BPAYVIEW Platform which Council utilises for issuance of its electronic water and rates notices. As a specialised supplier, Smartcomm are able to offer Council continuity of service without interruption.
Sterile Air	Specialised	Building Facilities	UV Lights	While there are other inferior products available on the market, DSC specifically request Sterile air to supply UV lights for Admin, Library & Port Community Hall to ensure a high standard product is installed.
Surf Life Saving Club Queensland	Sole	Infrastructure - Open Spaces	Community Life Saving Service for Four Mile Beach	SLSCQ manage the Life Guard Service for the Douglas Shire. Surf Life Saving Queensland, established with Council, has provided this service for many years performing well for Council and the community, with key performance indicators being met.
Tourism Port Douglas-Daintree		Community & People	Resource & Performance Agreement	Recommendation that Council support Tourism Port Douglas-Daintree with a contract as a specialist service provider for destination marketing and management under S235(b) of the Local Government Regulation 2012, for the financial year of 1 July 2020 to 30 June 2021 with funding of \$250,000 (GST exc) and include office space to the in-kind assistance offer in the Agreement;

Local Government Regulation 2012
Section 235, 'Other Exceptions'

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

Transponder Technologies	Specialised	ICT	Software supplier and support	Consistency / Continuity - Transponder Technologies manufacture and supply the Transequal fuel management consoles and software utilised throughout Council's depots. The system has been in use since DE Amalgamating from Cairns in 2014 Unique item - Transponder Technologies are the only supplier that can provide service to the software linked to the hardware used at the bowser.
Tree Acq Pty Ltd (MPDT)	Specialised	Open Spaces	Tree Lop Safety	Specialised supply - when a 'Giraffe' is required to tree lop safely
Triangle waterquip PTY LTD	Sole	Water & Wastewater	Filtration equipment	They have supplied all the major pre-filters for all the water plants. As these filters wear they will require original spare parts only available from Triangle Water Quip. There are no other suppliers of the Triangle water quip products.
Uninet	Specialised	Infrastructure - Open Spaces	Marine Stinger Net	Uninet is a specialised supplier providing stinger nets for beach safety. The nets reduce the risk of marine stingers by preventing dangerous box jellyfish from entering the netted areas, portecting swimmers. The nets are in operation from early November to roughly Mid-May (season dependent) to allow the provision of beach safety services at Port Douglas.
Up North Building Pty Ltd	Sole	Infrastructure - Civil	Wet Machine Hire	Up North Building are utilised for services on the Creb Track. They are the only supplier in the area who is able to provide the necessary equipment and service the Creb Track due to its remote location.
Welcon Technologies	Sole	Water & Wastewater	Support for primary data transfer protocol (SCADA) PLC intergrator	Welcon Technologies developed Council's primary data transfer protocol driver and Council has a support level agreement with them. They are the only supplier Council can use to provide support when required for our system. This protocol driver is used to integrate with software which enables consistent data interpretation from different componentry that is used in the SCADA system.
Wolfcom	Specialised	ICT, Local Laws, EH	Body Cams & related software services	Institutional Knowledge & Consistency / Continuity - over time, Council has grown to own Body Cams being used by several teams. It is envisaged that the demand for more units will grow substantially in the following few years. Council settled on this brand after trialling several units from different vendors 2015-2016. The cameras are closely linked to the evidence management systems, which prevents Council buying the management software from alternative vendors. When the bulk of the cameras approach 'end of life' and need to be replaced, Council can again perform market scan.
Xylem Australia	Sole	Water & Wastewater	Pump spare parts and replacement units specific to chemicals	Council currently have Flight pumps and mixers installed throughout the Water & Waste Water system. There is a requirement to purchase spare parts from Xylem as the sole supplier in Australia. From time to time there is a need to purchase additional units for existing installations to replace defective units and the only supplier for these units in Australia is Xylem.

**Local Government Regulation 2012****Section 235, 'Other Exceptions'**

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if :

(a) the local government resolves it is satisfied that there is only 1 supplier who is reasonably available; or

(b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Douglas Shire Council: SOLE & SPECIALISED SUPPLIER REGISTER - Approved at the Ordinary Council Meeting 31/08/2021

Goods and services where there is only one supplier, or are of a specialised, or confidential nature, are listed below:

Remove			
Akvotek Pty Ltd	Water & Wastewater	Koch membrane systems (filters,spares,and ancillary parts)	No longer supports the product we use
Douglas Chamber of Commerce	Community & People	Resource and Performance Agreement	Relates to an expired resource and performance agreement. Current agreement approved under seperate resolution
Tourism Port Douglas Daintree	Community & People	Resource & Perfomance Agreement	Relates to an expired resource and performance agreement. Current agreement approved under seperate resolution
Future Engineering & Communication Pty Ltd	Project Office	Specialist Precision Machining Services	Services no longer required
Lyndons	Infrastructure - Civil	Joints used in footpaths	No longer required as sole source as new suppliers are now available in the market

Add			
Far North Training and Consultancy (FNTC)	HR	Registered Training Organistion	FNTC are a locally based training provider offering a flexible schedule which meets Council needs . They offer a flexible fee schedule including price per person (rather than per course), and also charge for participants who attend on the day only and do not charge for non-attendees. As their premises is local to DSC they are able to make available their training room at no cost to host sessions if DSC does not have a suitable meeting/training room available.
Helen Woff	Community & People	Aquafit Services	DSC offer aquafit services to the community as part of their Activ8 fitness program. A thorough search of the local and regional area including calls for instructors via social media channels, alongside searches of the Fitness Australia databases, resulted in Helen Woff being the only qualified aquafit instructor within a 100km radius of DSC. Without her services DSC would be unable to run the Aquafit program.
Mossman Quarries	Infrastructure - Civil	Supply of road-based crushed materials	Mossman Quarry is the only quarry within the Shire to produce the standard requirements for road-based, crushed materials.
Peters Bosel Lawyers	HR	Employment Law & Workplace Relations	Peters Bosel provide DSC with specialised legal advice in a number of on-going Industrial Relations matters specific to Council. They are well versed on Local Government Legislation and Council's Industrial Instruments, have institutional knowledge and hold records of all past matters in their archive.
RMD Australia Pty Ltd	Infrastructure - Civil	Hire of Form Work for Structural Bridge Construction	RMD is the only provider in the area that hires form work for structural bridges, culverts etc. RMD Australia are also RPEQ Certified for Bridge Construction. A number of other local suppliers have been approached for this service but they can only offer a supply and erect service and are unable to offer hire of form work.
Smartcomm	Finance - Rates	Provider of Councils Electronic Notices	Smartcomm (Formally IQ Mail) hold the template for Councils rates and water notices. They formant, print and post notices and reminder letters as well as own the BPAYVIEW Platform which Council utilises for issuance of its electronic water and rates notices. As a specialised supplier, Smartcomm are able to offer Council continuity of service without interruption.
Uninet	Infrastructure - Open Spaces	Stinger Net	Uninet is a specialised supplier providing stinger nets for beach safety. The nets reduce the risk of marine stingers by preventing dangerous box jellyfish from entering the netted areas, portecting swimmers. The nets are in operation from early November to roughly Mid-May (season dependent) to allow the provision of beach safety services at Port Douglas.
Up North Building Pty Ltd	Infrastructure - Civil	Wet Machine Hire	Up North Building are utilised for services on the Creb Track. They are the only supplier in the area who is able to provide the necessary equipment and service the Creb Track due to its remote location.

Update				Updates Made:
Henley Refrigeration	Resource Management	De-gas of LPG gas bottles	Henley's have historically collected LP gas bottles from all local Councils and degassed them at their property which hold the appropriate RRA. As far as local Councils know (historically), they are the only facility which is appropriately licensed to store and decommission gas bottles. Henley's have just moved into degassing refrigerant gas also - which is gas removed from air cons, fridges, freezers and heat pumps. To do this you need an Artic License, and must also include end of life certification (sent for recycling, not released to the atmosphere). We currently use Bill Postans for refrigerant gas (on the RoPs), because Henley's used to only to collect LPG Bottles. Henlye's were awarded the tender for CRC as the sole supplier for the decommissioning of LPG & refrigerant gas Tender. At this point in time, they are the only known Company willing to collect LPG bottles from the Douglas Shire (legally).	Remove reference to Bill Postans and expired ROPs
HR Dynamics	Governance	HR Solutions	Council proposes to engage-utilises HR Dynamics to provide specialised human resources, industrial relations and Job Keeper advice to businesses in the Douglas Shire. HR Dynamics are uniquely placed to address the needs of Douglas Shire businesses having a developed knowledge of the economic situation in our area coupled with a proven track record of providing similar services to Cairns based businesses. In conjunction with the Douglas Economic Development Group, the services to be offered will allow Douglas Shire businesses to get back on track in the face of COVID-19 restrictions. Council will also engage HR Dynamics to provide Council with specific Human Resources services from time to time as required. Council utilises HR Dynamics due to their in-depth understanding of specifics relating to Council's Human Resources in the provision of timely and relevant services in Human Resources including the delivery of specific employee training, independent industrial relations advice and support and workplace investigations from time to time as required.	Update description of required services post COVID