



HUON VALLEY COUNCIL

Part 2 – Specification of the Services

Huon Valley Council's Natural Resource Management (NRM) Team invites submissions for the RFQ 124 (HVC Priority Weed Management Program 2026 - 2027)

1. **Background:**

The NRM administers an annual priority weed management program aimed at mitigating the impact of weeds on the Huon Valley community and to meet Council's legal obligations for weed management under the *Biosecurity Act 2019*.

The required services are detailed in the attached *HVC Priority weed treatment schedule 2026/2027* (the work schedule).

The work schedule is grouped in three categories, each with different weed management objectives; quotes either for the whole program, or for any combination of categories and/or individual sites within Categories 2 and 3.

2. **Evaluation Criteria**

Quotes will be evaluated by an internal panel based on the following Evaluation Criteria:

Evaluation Criteria	Weighting
Price - Quoted prices incorporate hourly rates and other separate costs, travel, herbicide etc. - Total cost to Council provided	40%
Skills and capacity - Training and accreditation - Description of skills and human resources available to conduct works - Description of plant and equipment available to conduct works - Evidence of ability to achieve desired outcomes - Evidence of Geographic Information System (GIS) or geospatial mapping capabilities if relevant.	30%
Relevant experience - Size & value of previous jobs similar to work quoted for - Description of previous jobs similar to work quoted for	20%
Communication	10%



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• Report writing experience • Willingness & ability to communicate with community members – noting that contractors undertaking work on Council land are likely to be approached by passers-by.	
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3. **Strategic Framework:**

Council manages weeds to support community priorities in line with its liveability framework, and to meet legal obligations for managing weeds on Council land under the *Biosecurity Act 2019*.

4. **Background Material:**

Details of work required are outlined in the attached work schedule; many of the jobs listed have supporting maps with further information about the site and the weed distribution at the site. Weed treatment plans exist for the Southbridge and Cygnet Waste Transfer Stations (WTS).

Please see attached:

1. HVC Priority Weed Management Work Schedule 2026-27
2. HVC Priority Weed Program Maps
3. WTS Weed Plan – Cygnet
4. WTS Weed Plan – Southbridge

5. **Key Outcomes:**

The key outcomes of the Services are:

- Provision of weed treatment services as detailed in the work schedule in line with the specifications at item 6, below
- Provision of written reports in line with the reporting requirements listed at item 7;
- Provision of mapping data as required by the work schedule in line with the specifications listed at item 8.

6. **Weed treatment methods:**

The appointed contractor will be required to:

- Conduct weed management actions as specified in the work schedule
- Determine the best weed control method (most cost efficient and effective for that species and appropriate for each site).
- Comply with all applicable legislation, guidelines, and requirements, particularly those related to herbicide use, private land access permission, and health and safety.
- Efficiently carry out works within the budget allocation, including minimising travel costs where multiple sites are involved.

7. **Reporting requirements:**

The appointed contractor will be required to:



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- Notify the NRM Team of scheduled weed treatment actions prior to undertaking the work, and to organise access to Council properties
- Provide a written report detailing the work conducted at each job site which includes the following details:
 - Details of weed treatment method, including any herbicide used, herbicide rates, and weather conditions
 - Observations about weed growth stage, weed density, and spread mechanisms.
 - Any other observations about influences on weed growth and spread, challenges encountered, or recommendations for future management
- Final reports will be required at the end of the contract period; for contracts that span several months, a mid-term report may also be required.

8. Mapping requirements

For jobs for which the work schedule details mapping requirements, the appointed contractor will be required to:

- Collect accurate GPS records of the weed species specified in the work schedule that include location data (Easting/Northing or Longitude/Latitude), plant species name, date recorded, number of plants at each point, and details of the device used to make the record.
- Provide the GPS records with the written report as a shapefile or comma-separated values database.

9. Timing:

The timeframe for this Agreement will be from early September 2026 to, at the latest, the 31st May 2027. The end date may vary depending on the jobs quoted for. The scheduling associated with individual jobs is specified in the work schedule.

Final reports and invoices must be submitted by 31st May 2027.