

Doing Business with Wollongong City Council Event – Q&A

Is there any Panels for Building works under \$150K and when does it open?

Yes, we currently have an active Building Trade Services Panel, which is due to expire in 2025. Council is in the process of planning the new Building Trades Service Panel tender due for release in late 2024. This will be advertised via TenderLink.

I heard we can look online for the contracts register for under \$150k, did I hear that right? Is there somewhere we can see when existing tenders expire above this amount?

Where do we see contracts awarded?

There is an online register of contracts over \$150k available online on the WCC website, this is updated regularly and includes end dates. There is no online register for contracts under \$150k.

[Contracts Register | City of Wollongong](#)

www.procurepoint.nsw.gov.au Website is not working, is this correct?

Procurepoint became Buy NSW - [info.buy.nsw](#) | [info.buy.nsw](#)

How much chance does a company have to engage with the Wollongong LGC if they are not based locally?

Council encourages all businesses and organisations to apply to do business with us, wherever an opportunity arises. Preference is given to local companies assuming all other things are equal and all procurements over \$150k must include a criterion for Strengthening of Local Economic Capacity weighted at 10%.

With the considerable growth in the housing development sector, particularly subdivision work, are there resources available for consultants and contractors to learn more about how to service Council's requirements in the DA process?

Council's Website has a lot of information about the development process including the legislative frameworks and applicable policies.

Council also has planning and building duty officers available at Council's customer service front counter (on the ground floor) and via phone / email, who are available daily to provide advice on development relate questions

Prior to any developments being lodged Council also offers a "Pre-lodgement Service" where applicants and their consultants can meet with Council staff to discuss the proposed development, to better understand the legislative and policy requirements for the proposed development site as well as understand what critical issues need to be considered. Details of the pre-lodgement service is also available on our website.

What's the best approach to we get in touch with the council employees in order to participate into the email quotation process for jobs under 150k?

How to get to work with Wollongong city Council for jobs under 150k if they are not posted/online?

We deliver services which fall into the low-value category (<\$150k), how do we get into contact with the relevant council buyers?

Wollongong Councils' current purchasing thresholds for the low-value category (works and services estimated to be below <\$150,000) are:

- Below \$10,000 – minimum one quotation obtained (buy to best advantage)
- Between \$10,000 and below \$50,000 – minimum of two comparative quotations obtained
- Between \$50,000 and below \$150,000 – minimum of three comparative quotations obtained

You may wish to inform Council about your business by sending through your capability statement to council@wollongong.nsw.gov.au. While there are no guarantees of work, the more we know about your business, the better the chances of us reaching out.

Is there any specific WHS certification that's required or is it up to the contractor to obtain any WHS certificate?

The minimum WHS level required will be different for each quote and tender, based on the risk level of the work or services being requested. Some quotes and tenders will ask for specific Certification, or a WHS management systems, we may provide a WHS schedule for you to fill in, or sometimes something simpler. It is up to the contractor to obtain and maintain the minimum WHS requirements through the tender and contract period.

The upcoming Tender for Design & Technical Services Panel slide states "estimated expenditure of \$8-10M over 5 years". Is that per year or total?

Estimated expenditure is for the entire life of the proposed contract period and is dependent on operational budgets and upcoming works/services.

A Tender closed and we missed the close date, can we still submit our tender?

Council cannot accept tender submissions that are provided after the stated tender close time. Please get your submission in early and if you believe there may be an issue contact us early.

If you cannot meet the closing time, request an extension via the Tenderlink or Vendor Panel forum. These are not guaranteed but will be considered by the evaluating panel and may be extended.

How do we become subcontractors for Primary/Principal contractors?

We suggest keeping an eye on our recently awarded tenders and contract register for Primary/Principal contractors on projects you are interested in and contact them directly.

[Tenders, Quotations and EOIs | City of Wollongong](#)

[Contracts Register | City of Wollongong](#)