



Ms Tara Chambers
Chairperson
Mukinbudin Community Resource Centre
PO Box 127
MUKINBUDIN WA 6479
tara.chambers@bendigoadelaide.com.au
CC: mukinbudin@crc.net.au

8 March 2022

Dear Ms Chambers

**ADVICE OF VARIATION OF OFFER FOR COMMUNITY SERVICES REQUEST
DRDCS17001 FOR WESTERN AUSTRALIAN COMMUNITY RESOURCE
NETWORK SERVICES**

The Department of Primary Industries and Regional Development (DPIRD), the 'State Party', is pleased to offer a variation of your contract relating to the above Community Services Request.

The Service Agreement is for the provision of Western Australian Community Resource Network (WACRN) Services at Mukinbudin, and this letter is to offer an extension of this service agreement for a period of sixty (60 months) from 1 July 2022 to June 30, 2027.

The acceptance of your Offer and responses to clarifications created the service agreement between Mukinbudin Community Resource Centre, the 'Service Provider', ABN 90 416 154 976 and the State Party.

Service Payment

Your Annual Payment and Total Value for this service variation is outlined in the below table:

Contract Value per annum	\$109675.00 inc. GST plus indexation	\$99704.00 exc. GST plus indexation
Total Contract Value over 5 Years	\$548371.00 inc. GST plus indexation	\$498519.00 exc. GST plus indexation

Service Payment Variation:

Service Payments incur variation on 1 July for each year of the variation term in accordance with the Non-Government Human Services Sector Indexation Policy.

Terms & Conditions: Refer to the Community Services Request 2017 document, your Community Services Offer 2017, your Service Variation offer 2022, The Guide to Delivering Services 2022-2027 edition and the *General Provisions for the Purchase of Community Services by Public Authorities – February 2012 Edition*.

Management Issues:

- (a) For this agreement, your initial State Party point of contact is the Core Programs Branch, Community Resource Centre Program Team at crcsupport@dpird.wa.gov.au. The Team is responsible for the following service agreement management issues:
- performance monitoring of service provider;
 - minor dispute resolution issues;
 - day-to-day service provider arrangements;
 - statutory compliance issues such as occupational health and safety, environmental, industrial and human resource management issues;
 - payments and remuneration arrangements including invoice processing; and
 - monitoring the currency of relevant insurance coverage.
- (b) Payment of Accounts:
Payment will be made quarterly. Payment will be made within 6 weeks of the start of the quarter.
- (c) As the Principal to the contract, the State Party is also responsible for major dispute resolution, extensions, variations and termination.
- (d) A formal contract management plan will be utilised by the State Party for the purpose of day-to-day management issues.

For further information please contact crcsupport@dpird.wa.gov.au.

Yours sincerely



Terry Hill

Acting Director General
Department of Primary Industries and Regional Development


**SERVICE AGREEMENT FOR WESTERN AUSTRALIAN COMMUNITY
RESOURCE NETWORK SERVICES WITH MUKINBUDIN COMMUNITY
RESOURCE CENTRE**

**ACKNOWLEDGMENT OF RECEIPT AND ACCEPTANCE OF SERVICE
AGREEMENT EXTENSION LETTER**

This acknowledgement may be returned via email to crcreports@dpiird.wa.gov.au


I/We Mukinbudin Community Resource Centre (90 416 154 976) acknowledge receipt of the Service Agreement Award Letter dated 8 March 2022 from DPIRD in relation to Community Services Request DRDCS17001 and accept the service variation including terms and conditions.

**Signed on behalf of
the Service Provider by:**


..... 25/3/2022
(Signature of authorised officer) (Date)

TARA CHAMBERS
.....
(Print Name)

Witness:


..... 25/3/2022
(Signature) (Date)

LUCIA SCARLETT
.....
(Print Name)