

# Australian Industry Participation (AIP) plan Summary - Operations Phase

## 1. Facility Details

**Designated operator:** Brookfield Commercial Operations Pty Ltd

**Facility name:** 405 Bourke Street

**Description of the facility:** 405 Bourke Street, Melbourne is a high profile, 39 level, Class A commercial development in the centre of Melbourne's CBD. The tower is to be clad with external glass facades throughout the tower height, latern/feature cladding to 399 Bourke St entry. totalling approximately 66,970 square metres ("sqm") including: 63,120 sqm office NLA 3,280 sqm retail NLA 570 sqm End of Trip ("EOT") facilities and associated parking bays.

**Facility location:** 405 Bourke Street, Melbourne, Vic 3000

**Link to facility information:** [www.brookfieldproperties.com](http://www.brookfieldproperties.com) (Corporate) & <http://405bourkestreet.com/> (site specific)

**Operator contact for procurement information:** Jim Tatsis, National Manager, Operations; +61 2 9158 5189; jim.tatsis@brookfieldproperties.com

**Other operators involved in the facility:** N/A

## 2. Opportunities to supply Goods and Services

Expected opportunities	Opportunities for Australian entities	Opportunities for non-Australian entities
<b>Goods</b>		
Operating Supplies <ul style="list-style-type: none"> <li>- Paper products (i.e. hand towels, toilet paper, etc.) and associated dispensers</li> <li>- Soaps, shampoos, etc</li> <li>- Cleaning products (detergents, etc)</li> <li>- Pest control chemicals</li> </ul> Cooling Tower chemicals	Yes	Yes
Equipment Supplies <ul style="list-style-type: none"> <li>- HVAC filters, refrigerants, oils, etc</li> <li>- Diesel fuel</li> <li>- Light globes and general electrical items</li> <li>- Access cards</li> <li>- Plumbing supplies</li> <li>- Landscaping supplies</li> <li>- Locks and keys</li> </ul>	Yes	Yes

Expected opportunities	Opportunities for Australian entities	Opportunities for non-Australian entities
<ul style="list-style-type: none"> <li>- Safety equipment, signage and hazard reduction materials</li> <li>- Paints and paint cleaning equipment.</li> </ul> General handyman equipment (hinges, nails, screws, doors, handles, etc.)		
Energy and Utility supply	Yes	Yes

Disclaimer: The information provided in the table above is based on an initial assessment by the company. Any questions or issues should be raised with the facility contact.

**Explanation for item(s) in list above where it is indicated ‘No Opportunities for Australian entities’**

N/A
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**3. Standards to be used in the facility**

The management agreements also prescribe those services are conducted in accordance with the relevant Australian and/or recognised international standards. Brookfield will ensure that Australian and International standards will be used as part of any procurement strategy for goods and services and suppliers will be assessed to ensure they can deliver in accordance with these goods and services.

**4. AIP activities to be undertaken by the Operator**

- Brookfield will use a formal transition plan to establish operations at the facility which will commence activation approx. 12 months from practical completion. A key feature of the transition plan will be the development of scopes of works for all services and the provision of all goods required to operate the facility. Via its participation in industry forums such as the Property Council of Australia, Facilities Management Association, Global Real Estate Sustainability Benchmark, Masters Builders Association, and several other industry organisations, BCO will monitor the industry for the latest trends in sourcing and to ensure it is continuously on top of who the leading suppliers are in the property industry. BCO will consult with these organisations to identify capable Australian suppliers for the project.
- Approximately 6 months prior to the date for practical completion, develop scopes for the various services and goods to be provided. Conduct a tender for all services and goods which we expect will incur costs greater than \$150,000 p.a. using the procurement policy to govern the activity and tender proforma documentation to facilitate the activity. Scopes of work and tender documentation will be directed to targeted suppliers via an electronic tendering facility.
- Brookfield will publish eligible open tender procurement opportunities on its website <https://brookfield-public.mybuildings.com/> information on the project, supply opportunities, pre-qualification processes and contact details for the project.
- Brookfield may make direct contact with Australian entities (e.g., letter or email) inviting tender responses or informing about opportunities and how to respond to these opportunities in particular where negotiated or select tendering is most appropriate.
- All tendering will be in line with company policies.

## **5. AIP activities to be undertaken by procurement entities**

BCO will be the procurement entity for the operations phase.

Firstly, all staff that can procure goods and services at the facility will be trained as to the requirements of this AIP and how compliance with the plan can be achieved.

Procurement will be undertaken as per the prescribed methodology outlined in the company procurement procedure. Any procurement activities are supervised by the procurement manager in conjunction with the national operations manager.

All tender documentation is issued simultaneously to pre-qualified preferred supplier based tender group. Tender submissions are required to be submitted in both paper and electronic formats to a tender box prior to a pre-advised deadline which is the same for each supplier.

Tender briefings and site tours are provided to ensure the tender group have transparency that all suppliers are receiving the same messaging. The tender responses are removed from the tender box by the procurement manager and national operations manager and initial pricing documented and the form of response (i.e., whether it is a complying tender or not) is recorded prior to the tender documents being provided to the tender panel for assessment and scoring.

As part of BCO's procurement procedure, organisations that are unsuccessful in any tendering activity are notified as such and offer an opportunity for a face-to-face meeting to discuss why they have been unsuccessful. This feedback includes recommendations of relevant training and skills, capability, and capacity development activities.

BCO can introduce Australian entities engaged on the project to its affiliated companies around the globe.