

Terms of Reference

Feedlot design and construction handbook

Summary:

Meat & Livestock Australia (MLA) is seeking expressions of interest from individuals, organisations or project teams that can collect and collate the considerable amount of information available on all aspects of feedlot design and construction, to produce a feedlot design and construction handbook in a form suitable for use by industry operators and consultants servicing the industry.

Background:

In 1994, the Queensland Department of Primary Industries produced the publication 'Designing Better Feedlots' as a result of a workshop and feedlot tour that examined best practice design and construction of feedlot facilities at that time.

This document remains one of the major sources of information on this subject today, together with the various guideline documents produced by state regulatory agencies. However, many aspects of feedlot design and construction have been improved since then; improvements in shade design being a good example. While some of this information is available in the public arena, much resides with individuals that work in the industry, their knowledge having been gained through experience.

Industry sees value in pulling this information together to produce a reference document that addresses best practice design and construction of feedlot facilities at the current time. The aim is to produce a document that is relevant at a national level and complements, rather than competes with, the information available in the various state guideline documents.

Project Objectives:

1. Collect and collate the latest information available on all aspects of feedlot design and construction including, but not limited to, those addressed in the 'Designing Better Feedlots' publication.
2. Prepare a print-ready handbook that contains all the relevant information in a form that can be readily used by industry operators and consultants.

Methodology:

Without limiting the ability of the applicant to develop and apply any particular approach or methodology, it is envisaged that the project will involve both a desktop exercise to pull together relevant information, drawings, etc. and feedlot visits to gather information and photographs on the latest innovations in feedlot design and construction. MLA would be receptive to the concept of a dedicated feedlot design and construction workshop similar to that conducted in 1994 if this was seen as the most efficient means of collecting up to date information.

Process:

The Expression of Interest should be submitted using an MLA Project Application supplemented with appendices as required, to address any specific requirements. To access the project application template, go to www.mla.com.au and follow the links to *Research and development*, then *Funding opportunities* and *Industry and researchers* and then look for the section on that page headed *Research organisation funding* to download the **MLA Full application template and guidelines**.

In particular, the proposal should:

1. Detail the approach that will be adopted to address the project objectives.
2. Detail the specific work activities proposed and timelines for their achievement.
3. Provide details of the information/data to be collected, collated and assessed and how these activities will be undertaken.
4. Include a detailed and fully costed budget that covers all the resources required to undertake the work, including details of basis for charging (daily fees, number of days, expenses, etc.).
5. Propose a payment schedule, taking account of the following:
 - o Progress payments may be negotiated against project milestones if the size and timescale of the project warrant this. The proposal should propose milestones and payments if required.
 - o A minimum of 20% of the project budget must be retained for payment against the final milestone.
 - o Payment of fees will be upon MLA acceptance of milestones.

Selection Criteria:

Selection of the successful proposal will be based on the following criteria:

1. Soundness of the method proposed to complete the project objectives, including timelines and milestones by which progress will be measured;
2. Demonstration of the applicants knowledge and understanding of the relevant issues;
3. Track record of the applicant and proposed team members; and
4. The project budget and assessed value for money.

Reporting Requirements:

The successful applicant will provide milestone reports (if required) and a final report giving full details of the results of the work. Milestone and final reports will be prepared in line with MLA report guidelines. Templates are available at the same location as the application templates on the MLA website.

The successful applicant may also be required to prepare and/or contribute to short articles for dissemination in MLA and industry publications.

The researcher shall report directly to Des Rinehart, MLA Feedlot R&D Project Manager.

Confidentiality and IP:

Where information is available which may assist the successful applicant in meeting the requirements of the project, MLA will provide such information to the successful applicant. All data and cited references must be acknowledged appropriately in the final publication and it is the sole responsibility of the applicant to ensure copyright laws are not breached.

The successful applicant will be required to enter into a standard agreement with MLA.

Further Information:

If you have questions regarding this project, contact:
Des Rinehart

Feedlot R&D Project Manager
Livestock Production Innovation
Meat & Livestock Australia

Phone: 0417 728785
Email: drinehart@mla.com.au

Project Proposal Submissions:

Proposals must be lodged electronically as Word documents to: applications@mla.com.au

Proposals must be received by **COB Friday 10 February 2012.**