



GERARD MEADE

Experience

EDUCATION & TRAINING

- ✔ One-day intensive module 'Introduction to the Law Affecting Infrastructure Contracts' developed and delivered for a State government department as part of its state-wide 10 Module Contract Management Capability training. The training includes powerpoint presentations, question and answer sessions, quizzes and structured written assessment.
- ✔ Two-day tailored contract and procurement workshop for a major Far North Queensland regional local government. The training covered the principles of probity and procurement, the use of procurement documents, law relating to entering into contracts and contract management. The training was primarily based on practical workshop scenarios.
- ✔ Two-day tailored procurement and probity training for a major North Queensland regional local government which covered principles of procurement and probity, relevant legislation, the particular council's policies and key practical issues. The training included a powerpoint presentation and practical scenarios.
- ✔ Multi-day contract administration training to a State government department covering procurement, construction contracts, contract administration and relevant legislation.
- ✔ Multi-day construction contract administration training to senior project managers, contract administrators and other staff of a multinational top-tier civil infrastructure contractor.
- ✔ Half-day training on the procurement and administration of construction contracts for a major regional council, based on substantial template procurement and contract documentation prepared by Gerard.
- ✔ Half-day training on the procurement and administration of construction contracts for a number of western regional councils, based on substantial template procurement, contract and contract administration documentation prepared by Gerard.
- ✔ Half-day probity training for a statutory body.

EXPERTISE

Gerard is the Head of Contracts and Procurement at Helix Legal. He has established a reputation as one of regional Queensland's leading construction and procurement lawyers.

Gerard acts for nearly a third of Queensland's local governments and has prepared the standard construction contract and procurement documentation currently utilised by many local governments in Queensland and New South Wales. He also counts among his clients some of Australia's leading building, construction and property development contractors, as well as government bodies, major civil and building contractors, consultants, project managers, engineers and superintendents.

Gerard has extensive experience in all stages of construction contract development from drafting contract documentation through to contract negotiation, contract administration and dispute resolution.

Gerard is a highly regarded trainer and regularly delivers training programs on procurement, probity and construction contract administration to project proponents and contractors.

Gerard is one of few legal practitioners in Queensland who hold the accreditation: Accredited Probity Services Provider (Procurement), Institute of Arbitrators and Mediators Australia (now the Resolution Institute) and regularly provides probity assistance to local governments and statutory bodies.

QUALIFICATIONS | MEMBERSHIPS

- ✔ Admitted as a Solicitor of the Supreme Court of Queensland, 2004
- ✔ Bachelor of Laws, James Cook University, 2002
- ✔ Member, Queensland Law Society
- ✔ Committee Member, Queensland Law Society Construction and Infrastructure Committee
- ✔ Accredited Probity Services Provider (Procurement), Institute of Arbitrators and Mediators Australia (now the Resolution Institute)
- ✔ Corporate member, Master Builders Queensland





GERARD ACTS FOR NEARLY A THIRD OF QUEENSLAND'S LOCAL GOVERNMENTS

CONTRACTS

Procurement

- ◆ Template procurement and contract documentation – Development and updating of template construction contract and procurement documentation for local government, including developing and implementing the template standard construction contract and procurement documentation currently being implemented by 25 local governments in Queensland and developing the documentation for 13 more, together with documentation utilised by a number of statutory bodies and government owned corporations.
- ◆ \$60 million local government water utilities upgrade project – acting as council's lead legal adviser for the project, with a scope that included advising on project delivery models, developing and overseeing the procurement processes and documentation, negotiating and finalising the documentation to appoint the design consultants and construction manager.
- ◆ \$155 million local government entertainment precinct – advising on the delivery model for the project and prepared and negotiated all relevant design consultancy and construction contract documentation for the development of the proposed \$155 million entertainment precinct project for a large regional council.
- ◆ \$1 billion public private partnership development- providing legal and procurement advice to a statutory body in relation to a 20 year, \$1 billion public private partnership development for education, commercial business, health and accommodation.
- ◆ \$15 million risk adjusted maximum price contract for smart water meter installation – drafting and negotiating a multiyear multistage risk adjusted maximum price contract for the supply and installation of smart water meters, along with associated software-as-a-service for the development and operation of the associated data transfer and management system.
- ◆ Superintendency assistance to the State Government on road and bridge construction projects totalling \$300 million – providing ad hoc advice and assistance to the Department's nominated Superintendents in relation to contractual claims by the contractors. This included detailed advices on the effect and operation of the contractual documentation relating to a variety of contentious issues including variations, latent conditions and delay costs.

PROBITY

- ◆ Appointed as probity advisor for a major regional council's pressure main project, including preparing probity and evaluation plan, advising on the procurement process, advising on strategies for addressing conflicts of interest, reviewing and advising on relevant procurement documents, developing probity and evaluation plans and related checklists, probity briefing of the procurement team, conformance checks, attendance at relevant meetings, coordinating the procurement process, reviewing and advising on evaluation reports, preparing a probity report and providing ad hoc probity advice on such things as the conduct of procurement team members, communications with tenderers, fairness, impartiality, confidentiality and transparency of processes, conformance of tenders, evaluation criteria and assessments.
- ◆ Appointed as probity advisor for a \$200 million shipping services licence procurement process involving two separate organisations, four locations, two evaluation panels, up to 8 potential tendering options for each tenderer and significant legislative and policy restrictions, including involvement of the ACCC, ministerial approvals, State Government and internal policies and claims of interference by labour unions. Our services included the usual probity services and responding to various complaints relating to the process, all of which were resolved in favour of the procuring entity.
- ◆ Appointed as probity advisor for the engagement of the consultants and construction manager for a \$60 million local government water infrastructure project.
- ◆ Appointed as probity advisor for a \$20 million major regional local government landscape maintenance tender. This involved developing the practices, procedures and documentation for the project, and also providing strategic advice on the local procurement policy adopted by the council.
- ◆ Engaged to review and advise on a problematic procurement process for a multi-million dollar local government cleaning contract. The provided advice in relation to the handling of potential conflicts of interest and the, security, fairness, impartiality and transparency of the process. Gerard reviewed all relevant procurement and probity documentation, attended relevant meetings and provided written advice and a probity report for the process.
- ◆ Appointed as probity advisor for a \$30 million local government water treatment plant development project. Issues which were encountered and successfully managed on the project included the involvement of inexperienced councillors on the evaluation panel, an evaluation panel member taking a job with one of the tenderers and poor record keeping.
- ◆ Delivering extensive training on probity and procurement, including tailored half, full and multi day training packages in probity, procurement and contract law for local governments, statutory bodies and the State Government.

ADJUDICATION | SECURITY OF PAYMENT

- ◆ Building industry legislation - successfully assisting local governments, State Government departments and contractors in preparing and responding to claims under the *Building and Construction Industry Payments Act 2004 (Qld)* and the *Subcontractors' Charges Act 1974 (Qld)*.

