

**From:** [Kate Huntington](#)  
**To:** [Jess Farrow](#); [Jane Beaumont](#); [Craig Barling](#)  
**Subject:** RE: Procurement Query re Consultant engagement (Will Hodgman & Scott Davies)  
**Date:** Monday, 19 August 2024 3:32:37 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Thanks so much Jess!

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**From:** Jess Farrow <jess.farrow@utas.edu.au>  
**Sent:** Monday, August 19, 2024 3:15 PM  
**To:** Jane Beaumont <Jane.Beaumont@utas.edu.au>; Kate Huntington <kate.huntington@utas.edu.au>; Craig Barling <craig.barling@utas.edu.au>  
**Subject:** FW: Procurement Query re Consultant engagement (Will Hodgman & Scott Davies)

Hi Craig, Jane and Kate,

Please see below the email from Procurement providing their comfort in the below engagements.

Based on this, are you happy for me to progress this as outlined.

Kind regards,

**Jess Farrow** (she/her)  
*Senior Executive Officer*

Ph: 0418 636 667 | 03 6226 2595  
Student Services and Operations  
**University of Tasmania**

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**From:** Alison Booth <[alison.booth@utas.edu.au](mailto:alison.booth@utas.edu.au)>  
**Sent:** Monday, August 19, 2024 2:42 PM  
**To:** Jess Farrow <[jess.farrow@utas.edu.au](mailto:jess.farrow@utas.edu.au)>  
**Subject:** RE: Procurement Query re Consultant engagement (Will Hodgman & Scott Davies)

Hi Jess

I'm comfortable with the summary below but note the start date of 1 August 2024 for Scott. Let me know if you need a hand with any of the documentation.

Kind regards

Alison

**Alison Booth**  
Category Manager – Business Services and Travel  
Student Services and Operations  
University of Tasmania

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**From:** Jess Farrow <[jess.farrow@utas.edu.au](mailto:jess.farrow@utas.edu.au)>

**Sent:** Monday, August 19, 2024 1:50 PM

**To:** Alison Booth <[alison.booth@utas.edu.au](mailto:alison.booth@utas.edu.au)>

**Subject:** Procurement Query re Consultant engagement (Will Hodgman & Scott Davies)

Hi Alison,

I just wanted to formally get your response on the below 2 approaches which relate the STEM in Tasmania.

We have recently set up a Project Code to manage this expense; OP 119141

### **1. Will Hodgman**

Currently engaged, however, some changes required:

#### ***Increase in Scope:***

Liaison with the State Government to assist the University to navigate a complex legislative environment with respect to Sandy Bay landholdings and the prospects for resolving the current community concerns about the future of the Sandy Bay site. To work with Scott Davies to engage Federal Government.

#### ***Increase in BO:***

\$20,000

Based on your advice, it's best to create a deed of variation via Candence to facilitate this. Once signed, the Blanket Order can then be updated for approval.

### **2. Scott Davies**

Single Source Supplier required with the following rationale:

This contractor is the only suitably skilled and experienced provider able to provide this mix of services due to:

- Immediate previous role of Chief of Staff to Federal Minister for Education with deep connections to current Federal Government Ministers and Staff
- Has a deep understanding of education infrastructure issues and opportunities and how the Tasmanian context can be translated in the current Canberra environment due to his recent experience in the Federal Government
- Longstanding connections to Tasmania, including as alumni of the University

Engagement information:

- Engaged for the same services as Will Hodgman: Liaison with the State Government to assist the University to navigate a complex legislative environment with respect to Sandy Bay landholdings and the prospects for resolving the current community concerns about the future of the site. To work with Will Hodgman to engage Federal Government.
- Services (Key deliverables & Milestones) As above
- Services fee - \$42,000
- Commencement date: 1 August and end date six months

Process to follow:

1. Direct negotiation approval form
2. Subject to approval of above, Service Agreement completed and signed
  - a. Payment plan aligned with milestones
3. Blanket Order set up with above documents attached

Are you comfortable if we following the above process for the above two engagements from a procurement process? Please let me know if you have any feedback and if I am missing anything.

Warm regards,

**Jess Farrow** (she/her)  
*Senior Executive Officer*  
**Student Services and Operations**

Ph: 0418 636 667 | 03 6226 2595

*My team and I can also be reached on [SSO.Admin.Support@utas.edu.au](mailto:SSO.Admin.Support@utas.edu.au)*  
University of Tasmania  
[utas.edu.au](http://utas.edu.au)



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***I acknowledge and pay my respect to the traditional custodians of the lands upon which our campuses are built.***

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