



Shire of Collie

Expression of Interest (EOI):	Disposal of lot(s) 2872 and lot 27 Throssell Street Collie
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Deadline:	4pm 22 November 2019
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Address for Delivery:	87 Throssell Street Collie WA 6225 E-mail submissions will be accepted (colshire@collie.wa.gov.au)
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EOI Number:	EOI1-2019
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1 Conditions of Responding

1.1 Definitions

Below is a summary of some of the important defined terms used in this Expression of Interest:

- Attachments:** The documents you attach as part of your Submission.
- Deadline:** The Deadline shown on the front cover of this Expression of Interest for lodgement of your Submission.
- Expression of Interest or EOI:** This document.
- Principal:** Shire of Collie
- Respondent:** The person or persons, corporation or corporations who intends to submit a Submission in response to an Expression of Interest.
- Requirement:** Submissions as requested by the Principal.
- Selection Criteria:** The Criteria used by the Principal in evaluating your Submission.
- Submission:** Completed Expression of Interest, response to Selection Criteria and Attachments.

1.2 Expression of Interest Documents

This Expression of Interest is comprised of the following parts:

Part 1 – Conditions of Responding (*read and keep this part*).

Part 2 – Specification and/or plans/drawings (*read and keep this part*).

Part 3 – Respondent’s Submission (*complete and return this part*).

Separate Documents

- a) Addenda and any other special correspondence issued to Respondent’s by the Principal.
- b) Any other policy or document referred to but not attached to the Expression of Interest.

1.3 How to Prepare Your Submission

- a) Carefully read all parts of this document;
- b) Ensure you understand the Requirements (Part 2);
- c) Complete the Response Form (Part 3) and your response to the Selection Criteria (Part 3) and attach your Attachments;
- d) Make sure you have signed the Response Form and responded to all the Selection Criteria; and
- e) Lodge your Submission before the Deadline.

1.4 Contact Persons

Respondents should not rely on any information provided by any person other than the person listed below:

Name:	David Blurton - CEO
Telephone:	97349000
Email:	David.blurton@collie.wa.gov.au

1.5 Briefing/Site Inspection

No briefing / site inspection will be undertaken as part of this process.

1.6 Evaluation Process

This is an Expression of Interest (EOI).

The EOI is the first stage of a two stage process. Following the close of the EOI, the Principal may proceed to the calling of a restricted Request for Tender (RFT) or commence

direct negotiations at the Principal's sole discretion. The issuing of an EOI does not commit the Principal to proceeding with an RFT.

Eligibility to participate in the RFT will be restricted to providers who comply with the provisions of this EOI and who are accepted by the Council of the Principal to be placed on a pre-qualified shortlist.

The submission of an EOI does not commit the Principal to include any organisation on the shortlist in the event that the project proceeds.

Your Submission will be evaluated using information provided in your EOI and on your response to the Selection Criteria.

The following Evaluation Methodology will be used in respect of this Expression of Interest:

- a) Submissions are checked for completeness and compliance. Submission that do not contain all information requested (eg completed Submission Form and Attachments) may be excluded from evaluation;
- b) Submissions are assessed against the Selection Criteria;
- c) The most suitable Respondents may be shortlisted and may also be required to clarify the Submission, make a presentation, demonstrate the product/solution offered and/or open premises for inspection. Referees may also be contacted prior to the selection of the successful Respondent.

1.7 Selection Criteria

A scoring system will be used as part of the assessment of the qualitative criteria set out in part 3.3.2. Unless otherwise stated, a response to one of these criteria which provides all the information requested in the Expression of Interest will be assessed as satisfactory and will, in the first instance, attract an average score.

The extent to which the Submission demonstrates greater or lesser satisfaction of each of these criteria will result in a score greater or lesser than the average. The aggregate score of each Submission will be used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

1.8 Compliance Criteria

These criteria are detailed within 3.3.1 of this document and will not be point scored. Each Submission will be assessed on a “Yes/No” basis as to whether the criterion is satisfactorily met. An assessment of “No” against any criterion may eliminate the Submission from consideration.

1.9 Qualitative Criteria

In determining the preferred submission, the Evaluation Panel will score each Respondent against the qualitative criteria as detailed within Part 3.3.2 of this document. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the goods or services being purchased.

Note: It is essential that Respondents address each qualitative criterion.

Information that you provide addressing each qualitative criterion will be point scored by the Evaluation Panel.

Failure to provide the specified information may result in elimination from the evaluation process or a low score.

1.10 Policies That May Affect Selection

Not applicable.

1.11 Lodgement of Submissions and Delivery Method

The Submission must be lodged by the Deadline. The deadline for this Expression of Interest is 22 November 2019, 4pm Australian Western Standard Time.

The Submission is to be:

- a) placed in a sealed envelope clearly endorsed with the EOI number and title as shown on the front cover of this Expression of Interest; and
- b) delivered by hand and placed in the Tender Box at 87 Throssell St, Collie WA 6225 (by the Respondent or the Respondent's private agent) or sent through the mail to the Chief Executive Officer, 87 Throssell St, Collie, WA 6225.

Electronic mail Submissions *will* be accepted. email address is colshire@collie.wa.gov.au.

1.12 Rejection of Submissions

A Submission will be rejected without consideration of its merits in the event that:

- a) it is not submitted before the Deadline; or
- b) it is not submitted at the place specified in the Expression of Interest; or
- c) it may be rejected if it fails to comply with any other requirements of the Expression of Interest.

1.13 Late Submissions

Submission received:

- a) after the Deadline; or
- b) in a place other than that stipulated in this Expression of Interest;

will not be accepted for evaluation.

1.14 Acceptance of Submissions

Unless otherwise stated in this Expression of Interest, Submission may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept and may reject any or all Submissions submitted. The acceptance of a Submission does not oblige the Principal to proceed to issuing a Public Tender.

1.15 Disclosure of Contract Information and Documents

Documents and other information relevant to the contract may be disclosed when required by law under the Freedom of Information Act 1992 or under a Court Order.

1.16 Submission Validity Period

All Submissions will remain valid and open for acceptance for a minimum period of ninety (90) days from the Deadline or for forty five (45) days from the Principal's resolution for determining the Submission, whichever is the later unless extended on mutual agreement between the Principal and the Respondent in writing.

1.17 Respondents to Inform Themselves

Respondents shall be deemed to have:

- a) examined the Expression of Interest and any other information available in writing to Respondents for the purpose of submitting an EOI;
- b) examined all further information relevant to the risks, contingencies and other circumstances having an effect on their Submission which is obtainable by the making of reasonable enquiries;
- c) satisfied themselves as to the correctness and sufficiency of their Submissions including submitted indicative prices which shall be deemed to cover the cost of complying with all the conditions of responding and of all matters and things necessary for the due and proper performance and completion of the work described therein;
- d) acknowledged that the Principal may enter into negotiations with a chosen Respondent and that negotiations are to be carried out in good faith; and
- e) satisfied themselves they have a full set of the EOI documents and all relevant attachments.

1.18 Alterations

The Respondent shall not alter or add to the Expression of Interest documents unless required by these General Conditions of Responding.

The Principal will issue an addendum to all registered Respondents where matters of significance make it necessary to amend the issued Expression of Interest documents before the Deadline.

1.19 Ownership of Submissions

All documents, materials, articles and information submitted by the Respondent as part of or in support of a Submission shall become upon submission the absolute property of the Principal and will not be returned to the Respondent at the conclusion of the Submission Process PROVIDED that the Respondent shall be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

1.20 Canvassing of Officials

If a Respondent, whether personally or by agent, canvasses any of the Principal's Councillors or Officers with a view to influencing the acceptance of any Respondent, then regardless of such canvassing having any influence on the acceptance of such Submission, the Principal may at its discretion omit the Respondent from consideration.

1.21 Identity of the Respondent

The identity of the Respondent is fundamental to the Principal. The Respondent shall be the person, persons, corporation or corporations named as the Respondent in Part 3 and who's execution appears on the Response Form in Part 4 of this Expression of Interest.

1.22 Submission Opening

Submissions will be opened in the Principal's offices, following the advertised Deadline. All Respondents and members of the public may attend or be represented at the opening of Submissions.

The names of the persons who submitted a Submission by the due Deadline will be read out at the opening. No discussions will be entered into between Respondents and the Principal's officers present or otherwise, concerning the Submissions.

The Opening will be held as practicable after the Deadline at the Shire of Collie, 87 Throssell St, Collie.

1.23 In-house Submissions

The Principal does not intend to submit an In-house Submission.

2 Specification

2.1 Introduction

The Council has resolved to seek expressions of interest for the disposal and commercial development of lots 27 and lot 2872 Throssell Street Collie, preferably for a hospitality or tourism project. Respondents will be required to provide information relating to proposed development including a preliminary site plan which provides details relating to parking, building footprint, intended building materials, the nature of the intended business and other details.

These parcels of land offer high exposure on a busy highway and given the CBD location, Council is keen to ensure that an appropriate commercial business is established which is in keeping with to the amenity of the area. Both lots are owned in freehold by Council.

2.2 Background Information

Under the Shires' Local Planning Scheme No. 5 ("the Scheme") both lots are zoned "Town Centre", which offers a variety of commercial uses. Compatibility with the Scheme forms an important part of the assessment criteria as indicated in section 3.3.2 of this document. While a diverse range of land uses are permitted under the Scheme, Council is seeking to activate this space, given that it is a key town centre location adjacent to Council's recently redeveloped Central Park. Council will therefore give a greater weighting to submissions that promote activation of the area, are tourism or hospitality focused and provide economic benefit for Collie.

The Scheme specifies development standards such as setbacks and car parking requirements that will be applicable to the site/s, although concessions may be applied for development that achieves high design standards and activates the space. Location Plan and Certificates of Title are provided as supporting information for respondents.

Part 2 READ AND KEEP THIS PART



The Carpark area for the Collie Art Gallery forms part of Reserve 47289 which is vested to the Shire of Collie for the purposes of Municipal, Tourist and Community purposes. On this basis it is not considered a public thoroughfare and there is currently no legal access to the battleaxe portion of Lot 27.

2.3 Scope of Work

The respondent will be required to submit a proposal for the outright purchase and development of either lot or both lots and include the following information for the consideration of the Council;

- what the intended use of the land will be in consideration of the Council's Town Planning Scheme 5;
- building materials intended to be used;
- Indicative landscape plan;
- timeframes for start and completion of construction. The development will be required to be commenced within 2 years of the signing of offer and acceptance.;
- a site plan showing the disposition of buildings;
- parking and access;
- building height;
- an estimation of the economic benefit expected to be delivered for the local community;
- anticipated trading hours;

Lot 2872 is the current location of the Railway Institute Building. Council anticipates that any potential sale process would be "as is" with the building as it currently stands. The Railway Institute Building would therefore require demolition to make way for any future development. This building is not heritage listed.

3 Respondent's Submission

3.1 Response Form

The Chief Executive Officer
Shire of Collie
87 Throssell St, Collie WA 6225

I/We (Registered Entity Name): _____
(BLOCK LETTERS)

of: _____
(REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____ Facsimile No: _____

E-mail: _____

In response to Expression of Interest (EOI) disposal of lot(s) 27 and 2872 Throssell St, Collie.

1/We agree that I am/We are bound by, and will comply with this Expression of Interest and its associated schedules, attachments, all in accordance with the Conditions contained in this EOI signed and completed.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Submission irrespective of its outcome.

The consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this Submission.

Dated this _____ day of _____ 20____

Signature of authorised signatory of Respondent: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Telephone Number: _____

Authorised signatory Postal address: _____

Email Address: _____

Part 3 COMPLETE AND RETURN THIS PART

- vii) *Are you acting as a trustee of a trust? If Yes, give the name of the trust and include a copy of the trust deed (and any related documents); and if there is no trust deed, provide the names and addresses of beneficiaries.*
- viii) *Do you intend to subcontract any of the Requirements? If Yes provide details of the subcontractor(s) including; the name, address and the number of people employed; and the Requirements that will be subcontracted.*
- ix) *Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract? If Yes, please supply in an attachment details of any actual or potential conflict of interest and the way in which any conflict will be dealt with.*
- x) *Are you presently able to pay all your debts in full as and when they fall due?*
- xi) *Are you currently engaged in litigation as a result of which you may be liable for \$50,000 or more? If Yes please provide details.*

Respondents are to supply evidence of their insurance coverage including, insurer, expiry date, value and type of insurance.

If a Respondent holds “umbrella Insurance”, please ensure a breakdown of the required insurances are provided.

3.3.2 Qualitative Criteria

Before responding to the following qualitative criteria, Respondents must note the following:

- a) All information relevant to your answers to each criterion are to be contained within your Submission;
- b) Respondents are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience;
- c) Respondents are to provide full details for any claims, statements or examples used to address the qualitative criteria; and
- d) Respondents are to address each issue outlined within a qualitative criterion.

Part 3 COMPLETE AND RETURN THIS PART

<p>A. Compatibility with TPS5</p> <p>The respondent is required to demonstrate compatibility with the Shire of Colliies TPS 5 document</p>	<p>Weighting</p> <p>50%</p>	
<ul style="list-style-type: none"> • A higher rating will be applied to submissions which demonstrate activation of the space. • A higher rating will be applied to tourism or hospitality projects. 	<p>"Compatibility with TPS5"</p>	<p>Tick if attached</p> <p><input type="checkbox"/></p>
<p>B. Economic Benefit</p> <p>Respondents should demonstrate the economic benefit that will be provided to the local economy and provide the following information</p>	<p>Weighting</p> <p>25%</p>	
<ul style="list-style-type: none"> • approximate revenue turnover of the proposed development • number of employees • anticipated hours of operation 	<p>"Economic Benefit"</p>	<p>Tick if attached</p> <p><input type="checkbox"/></p>

<p>C. Suitability of Development</p> <p>Respondents are required to provide information relating to the following for the consideration of Council.</p>	<p>Weighting</p> <p>25%</p>	
<ul style="list-style-type: none"> • building materials intended to be used; • Indicative landscape plan; • timeframes for start and completion of construction. The development will be required to be commenced within 2 years of the signing of offer and acceptance.; • a site plan showing the disposition of buildings; 	<p>"Suitability of Development"</p>	<p>Tick if attached</p> <p><input type="checkbox"/></p>

Part 3 COMPLETE AND RETURN THIS PART

<ul style="list-style-type: none">• parking and access;• building height;		

WESTERN



AUSTRALIA

REGISTER NUMBER 27/DP64952	
DUPLICATE EDITION 2	DATE DUPLICATE ISSUED 6/10/2011

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
2730

FOLIO
821

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 27 ON DEPOSITED PLAN 64952

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

SHIRE OF COLLIE OF 87 THROSSELL STREET, COLLIE

(AF L120498) REGISTERED 28 OCTOBER 2009

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. EASEMENT BURDEN CREATED UNDER SECTION 27A T.P. & D. ACT FOR WATER, SEWERAGE OR DRAINAGE PURPOSES TO WATER CORPORATION OF WA - SEE DEPOSITED PLAN 64952 AS CREATED ON DEPOSITED PLAN 37771.
2. *L062532 NOTIFICATION CONTAINS FACTORS AFFECTING THE WITHIN LAND. LODGED 3.9.2009.
3. L708045 EASEMENT BENEFIT FOR RIGHT OF CARRIAGEWAY PURPOSES. SEE SKETCH ON DEPOSITED PLAN 71114 REGISTERED 15.8.2011.
4. L708045 EASEMENT BURDEN FOR RIGHT OF CARRIAGEWAY PURPOSES. SEE SKETCH ON DEPOSITED PLAN 71114 REGISTERED 15.8.2011.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.

* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP64952.
 PREVIOUS TITLE: 2708-478.
 PROPERTY STREET ADDRESS: 92 THROSSELL ST, COLLIE.
 LOCAL GOVERNMENT AREA: SHIRE OF COLLIE.

NOTE 1: L604721 DEPOSITED PLAN (INTEREST ONLY) 71114 LODGED.

WESTERN



AUSTRALIA

REGISTER NUMBER 2872/DP37770	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 13/5/2008

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
2687

FOLIO
631

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 2872 ON DEPOSITED PLAN 37770

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

SHIRE OF COLLIE OF PO BOX 6225, COLLIE

(TF K576067) REGISTERED 24 APRIL 2008

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP37770.
PREVIOUS TITLE: LR3112-114.
PROPERTY STREET ADDRESS: 118 THROSSELL ST, COLLIE.
LOCAL GOVERNMENT AREA: SHIRE OF COLLIE.