

EXPRESSION OF INTEREST INFORMATION

Expression of Interest (EOI)	Trustee Permit former Girls Guides Buildings
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Closing Time:	12 noon, Friday 29 October 2021
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PART A - SPECIFICATION

1. Introduction

Maranoa Regional Council invites expressions of interest from not for profit sporting clubs and community organisations within the Maranoa area, who are interested in entering into an agreement to tenant the former Girl Guides buildings in Roma.

2. Background

The buildings are located on the corner of George and Arthur Streets, Roma, described as Part of Lot 5 on SP103335. The buildings are commonly referred to as the Girl Guides buildings.

The buildings are connected to services including water, sewerage and electricity.

The area is occupied by three buildings being:-

- A building with an area of approximately 127.34 m², consisting of an open space for meetings and a back veranda built in comprising a kitchenette / breakout area, a bathroom and shower.
- 79.42 m² hut with an enclosed ground level patio at the rear.
- A steel framed Colourbond clad shed on a concrete slab approximately 25.44 m².

While the main building presents in generally good condition some high priority repairs have been identified and will be completed before access is granted to the new tenant. These programmed works are:-

- Replacement of front step treads;
- Servicing of air conditioners and replacement of remotes; and
- Securing roofing iron.

At its 11 August 2021 Ordinary Meeting, Council resolved to invite expressions of interest from not-for-profit community organisations interested in tenanting the facilities.

Council's decision in regard to building allocation may take into account a range of factors including (but not limited to) cost to Council and intended use, and benefit to the community.

Inspection of the buildings can be arranged by contacting Council's Regional Facilities Department on 1300 007 662.

3. RISK, INDEMNITY AND RELEASE

The successful sporting club or community organisation will take on the buildings at their own risk.

The successful sporting club or community organisation will be required to release (to the extent permitted by law) and indemnify Council against any liability or loss arising from and any costs, charges and expenses incurred in connection with damage to or loss of anything as well as injury to, or the death of, any person however arising in connection with the use of the building.

As a condition of the trustee permit, the successful organisation must have public liability insurance of \$20,000,000. This is a standard condition of all Council leases and agreements.

PART B – Response

1 GENERAL DETAILS

To: Maranoa Regional Council

In response to Request Expression of Interest:

Trustee Permit to Tenant the Girl Guides Buildings (Roma)

1.1 Name of the organisation under which this EOI is being made. (Please state the full name of the organisation)

1.2 State the purpose of the organisation and the services it provides within the Maranoa.

1.3 Organisation's ABN

1.4 Is the Organisation registered under the GST Act?

No

Yes

1.5 Postal Address

1.6 Business Address

Preferred Address *(for service of notices)*

Postal Address

Business Address

1.7 Telephone Number

1.8 Email Address

1.9 Details of Executive Member Authorised to Represent the Applicant Organisation in this EOI process (*full name, position, email and telephone number*).

2 EVALUATION CRITERIA EVIDENCE

2.1 Please include a statement outlining the proposed use of the building and how the proposed use will benefit the people of the Maranoa.

2.2 What is the MONTHLY RENT offered to Council (if applicable) (*Interested organisations may offer to assume maintenance responsibilities, electricity and other costs in lieu of rent*).

2.2 What is the proposed duration of the trustee permit? (*Actual length of agreement is subject to any Department Resources legislative requirements*)

- 1 Year
- 2 Years
- 3 Years
- More than 3 Years

2.3 What initial maintenance of the buildings and grounds would be requested from Council?

2.4 Who is proposed to be responsible for ongoing outgoings Council or Tenant. (Other than damage caused by users that the tenant will be responsible for.)

Structure	Council	Tenant
Building Structural Repairs	<input type="checkbox"/>	<input type="checkbox"/>
Services - External	Council	Tenant
Water Utility Charges (Consumption and Access)	<input type="checkbox"/>	<input type="checkbox"/>
Water Pipework	<input type="checkbox"/>	<input type="checkbox"/>
Sewerage Blockages	<input type="checkbox"/>	<input type="checkbox"/>
Electricity Charges	<input type="checkbox"/>	<input type="checkbox"/>

Gas Charges (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Drainage and Plumbing	Council	Tenant
Storm Water and General Drainage	<input type="checkbox"/>	<input type="checkbox"/>
Guttering and Downpipes	<input type="checkbox"/>	<input type="checkbox"/>
Annual Gutter Cleaning	<input type="checkbox"/>	<input type="checkbox"/>
Internal Blockages – Sinks, toilets ect.	<input type="checkbox"/>	<input type="checkbox"/>
Roof plumbing (including skylights)	<input type="checkbox"/>	<input type="checkbox"/>
Plumbing Fixtures	<input type="checkbox"/>	<input type="checkbox"/>
Electrical	Council	Tenant
Fixtures (i.e. Stove, exhaust/fan, quick boil urns etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Wiring & Fittings (i.e. power points, switches, ceiling fans)	<input type="checkbox"/>	<input type="checkbox"/>
Portable appliances (i.e. kettle, toaster, fridge etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Lights (i.e. gloves, bulbs, starters, tubes, diffusers & coverings.	<input type="checkbox"/>	<input type="checkbox"/>
Internal - Maintenance	Council	Tenant
Painting throughout (ceilings, walls, doors and internal frames)	<input type="checkbox"/>	<input type="checkbox"/>
Ceiling	<input type="checkbox"/>	<input type="checkbox"/>
Walls	<input type="checkbox"/>	<input type="checkbox"/>
Floor coverings (i.e. tiles, carpet etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Exposed wooden and parquetry floor coverings	<input type="checkbox"/>	<input type="checkbox"/>
Windows, frames, internal doors & door furniture j	<input type="checkbox"/>	<input type="checkbox"/>
Wall Tiles	<input type="checkbox"/>	<input type="checkbox"/>
Cleaning	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguishers & support brackets	<input type="checkbox"/>	<input type="checkbox"/>
Smoke Detectors	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Lighting (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Glass	<input type="checkbox"/>	<input type="checkbox"/>
Air conditioning and evaporative cooling (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Fittings	<input type="checkbox"/>	<input type="checkbox"/>
Furniture, equipment, and shelving	<input type="checkbox"/>	<input type="checkbox"/>
Curtains and blinds	<input type="checkbox"/>	<input type="checkbox"/>
Built in cupboards, benches, drawers & doors	<input type="checkbox"/>	<input type="checkbox"/>
Coat pegs, towel rails, soap & paper towel dispensers, toilet Roll holders, partition walls, mirrors & toilet seats	<input type="checkbox"/>	<input type="checkbox"/>

External – Maintenance	Council	Tenant
Exterior Lights on buildings (security lights, floodlights)	<input type="checkbox"/>	<input type="checkbox"/>
Windows, frames & door framework (including glass, fly screens, blinds & security screens)	<input type="checkbox"/>	<input type="checkbox"/>
Doors & Frames (including locks & glass)	<input type="checkbox"/>	<input type="checkbox"/>
Painting	<input type="checkbox"/>	<input type="checkbox"/>
Handrail, steps, ramps & decking	<input type="checkbox"/>	<input type="checkbox"/>
Sheds	<input type="checkbox"/>	<input type="checkbox"/>
Building damage due to vandalism & graffiti	<input type="checkbox"/>	<input type="checkbox"/>
Infestation by birds, animals, insects & spiders (excluding termites)	<input type="checkbox"/>	<input type="checkbox"/>
Termites	<input type="checkbox"/>	<input type="checkbox"/>
Fixed sprinkler systems & water services attached to the building e.g. taps (excluding meter to building)	<input type="checkbox"/>	<input type="checkbox"/>
Water Tanks	<input type="checkbox"/>	<input type="checkbox"/>
Surrounds		
Cleaning/upkeep of surrounding area (including litter removal)	<input type="checkbox"/>	<input type="checkbox"/>
Dump master bins	<input type="checkbox"/>	<input type="checkbox"/>
Trees	<input type="checkbox"/>	<input type="checkbox"/>
Top Dressing & levelling	<input type="checkbox"/>	<input type="checkbox"/>
Grass cutting	<input type="checkbox"/>	<input type="checkbox"/>
Fertilising	<input type="checkbox"/>	<input type="checkbox"/>
Car Parks – Sealed & Unsealed	<input type="checkbox"/>	<input type="checkbox"/>

2.5 Does the tenant have \$20 Million Public Liability Cover (or the ability to obtain)

Yes

No