



# Expression of Interest Payinths - Town Hall Basement

## Information Package



**August 2020**



# Lease of Payinthe Town Hall Basement Information Pack

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## Introduction

Payinthe on Prospect Road opened in October 2019. The new \$18 million building includes the new Civic Centre, Art Gallery and Library, a refurbished Town hall and new facilities including a maker's space. The new building has been closely developed with the local community and has been in strong demand from day one.

City of Prospect invites interested businesses and commercial organisations to submit an Expression of Interest (EOI) to lease the Basement of the Town Hall. The basement is accessed via stairs directly from Vine Street Plaza, which is currently undergoing a renewal that will greatly improve its appearance and functionality.

EOI will be assessed through a selection panel, against a number of criteria aligned with Council's Strategic Plan and *Creating a French Quarter* Plan (Appendix 4). Council is not obliged to accept, nor can it guarantee an allocation to all organisations that apply. Council will, however, explore all available options to assist each applicant to meet its objectives.

The creation of a French Quarter in Prospect is a key priority in 2020/21. The Plan seeks to work on a number of levels, from residential housing, to education programs, events and business attraction. Specifically, "Council will also seek to attract Francophile retail and food businesses to Prospect".

## Process and Key Dates

Responses to this invitation for Expression of Interest must be in writing and include the following:

- a completed, signed and dated Expression of Interest form (Available as Appendix 2); or
- responses to key assessment criteria outlined in the EOI form;
- letters of support and/or commitment from other proposed user groups, if applicable; and
- any other supporting documentation the applicant feels is relevant to the EOI.

The EOI will be open from 3 August – 15 September 2020.

All proposals must be clearly marked "Leasing of Town Hall Basement" and received by 5.00pm on 15 September 2020 and emailed to [admin@prospect.sa.gov.au](mailto:admin@prospect.sa.gov.au)

Council will not accept EOI documents that are hand delivered.

The Council is not under any obligation to:

- accept an application or guarantee the allocation of community facilities to every organisation that applies;
- provide an applicant with a further opportunity to respond to this invitation of Expression of Interest; or
- allow an applicant to vary its proposal once that proposal has been lodged.

Indicative timing of the Expression of Interest process is summarised as follows, subject to the Council having the right to vary both the timing and process.

Step	Details	Date
Call for Expression of Interest	Advertised on the Council website.	August 3 2020
Expression of Interest closes		September 15 2020
Expressions of Interest evaluated		September 2020
Nomination of successful lease holder	On completion of the Expression of Interest process the Council may select any or several of the respondents and confirm successful lessees	October 2020  (Following consideration by Council)
Lease development and entry into lease agreements		November 2020 (subject to council agreement)
Lease commencement		November December 2020

## Additional Information

Council is currently upgrading Vine Plaza, providing new pavers and landscaping throughout and a stage at the rear of the Town Hall. This work is anticipated to be completed in November and as such will significantly contribute to the outdoor dining opportunities available around the Town Hall Basement.

### Car parking

No reserved car parking is provided in association with the tenancy. However, parking at the rear of the Council Building (Payinthe) is available and is underutilised after normal office hours.

### Fit out and alterations

Fit out is anticipated to take six weeks from signing of the lease. A base building shell will be offered to the incoming tenant and will include:

- Walls ready to paint
- One water point
- One waste point.

There is an opportunity for minor additions or alterations to the building, subject to Council consent. Note a female and male toilet is required in Town Hall basement.

The potential floor layout for the Bar 128 – Concept for Basement Space in Appendix 3 is indicative only. As are rendered diagrams which highlight the potential of the tenancy. An inspection of the site is essential for serious contenders.

There is also significant capacity to provide outdoor dining space in Vine Plaza with an initial estimate of over 48 seats, subject to social distancing requirements and final approval by Council.

## Preparing your Expression of Interest (EOI)

1. Carefully read all parts of this document.
2. Ensure you understand the selection criteria and the evaluation process.
3. Fully complete the EOI form.
4. Make sure you have signed the paper EOI form and responded to all of the selection criteria.
5. Attach all relevant documentation, e.g. letters of support/commitment, and any other documentation that may support your application.
6. Lodge your EOI before the closing date.
7. The Bar 128 – Concept for Basement Space in Appendix 3 is indicative only.

## Evaluation Process

In assessing each proposal, the Council will use the following evaluation criteria (not listed in any particular order of importance):

- the applicant's ability to meet the Council's objectives;
- the applicant's ability to demonstrate relevant community and economic benefit of the proposed use of the facility including the French Quarter Plan;
- the applicant's ability to demonstrate that the facility will be developed, managed and maintained in accordance with Council's best practice for facility and asset management; and
- the applicant's preferred lease terms (financial return to the Council).

The Council reserves the right to assess the merits of each proposal by taking into account any matter, fact or circumstance which the Council may deem appropriate, in its absolute discretion. The Council will not be bound to engage any applicant or review any proposal that does not conform to the requirements set out in this documentation.

The respondent acknowledges that the Council is not bound to accept any proposal submitted in response to this invitation for EOI and may terminate the process at any time.

The submission of a proposal does not give rise to any contract governing, or in any way concerning, the EOI process, or any aspect of the EOI process. The Council expressly disclaims any intention to enter into such a contract.

## Conditions of Lease

Lease conditions are negotiable. As an indicator, the following conditions may apply:

- 1. Lease term** – The proposed lease term offered is a minimum of 5 years with an option to renew. Applicants are to advise of an alternative lease term if preferred and the reason for this preference.
- 2. Annual rent payable** – Applicants are invited to nominate the annual rent they are prepared to pay for the premises. Please note that the minimum annual rent payable will be equivalent to the relevant Lease Fees as per Council's Fees and Charges Schedule.
- 3. Maintenance** – a standard lease will be provided to detail maintenance requirements.

**4. Insurances** – The Lessee will require the following:

- \$20,000,000 Public Liability Insurance
- Plate Glass Insurance
- Contents Insurance
- Contractors' all risk policy in respect of the Tenant's Works to their full value.

Other insurances which are required by law or which, in the Landlords reasonable opinion, a prudent tenant would take out.

**5. Building outgoings** – The proposed Lease would be on a net basis, therefore the Tenant would be liable for all outgoings including statutory and variable outgoings.

## Closing Date

Expressions of Interest must be lodged by **5.00pm on Tuesday 15 September 2020.**

## Further Information

For additional information or to inspect the site please contact.

**Chris Hannaford**

Director Business and Innovation

Tel. 08 8342 8178

128 Prospect Road | PO Box 171, Prospect SA 5082

## Appendix 1: Space to Let approx. 90 sqm



## Appendix 2:

# Expression of Interest Form

### Applicant's Details

<b>Name</b>			
<b>Position/Title</b>			
<b>Organisation</b>			
<b>ABN/ACN</b>			
<b>Postal Address</b>			
<b>Street Address</b>			<b>Post Code</b>
<b>Phone</b>			
<b>Mobile</b>			
<b>Email</b>			

<b>Brief outline of lease proposal</b> <i>(including operating times)</i>			
<b>Desired lease term</b>	_____ Years	<input type="checkbox"/> With option _____ years	<input type="checkbox"/> Without option
<b>Proposed lease commencement</b>			
<b>Nominated lease price per annum</b>			

<b>Other user groups involved</b> (if applicable)	
<b>Letters of support attached</b> (if applicable)	List below:

## ASSESSMENT CRITERIA

Expressions of interest should address one or a number of criteria including community benefit, economic benefit and potential for increased community use in addition to proposed use and lease price. Please respond to the following criteria to assist Council in assessing your application.

Commercial Use - (Please address Key Criteria 1, 3, & 4)

### Key Criteria 1: Facility Use

Describe in more detail the proposed use of and the activities that will be undertaken in the facility.

### Key Criteria 2: Commercial Experience

Describe your experience in management of a similar business.

### **Key Criteria 3: Economic Benefit**

Describe how the proposed use of the facility will encourage and provide positive community and economic benefits and links to the *Creating a French Quarter* Plan.

### **Key Criteria 4: Assets Management**

Describe how the facility will be developed, managed and maintained.

**Additional comments:****Acknowledgement and Declaration**

I/We acknowledge that, by submitting this proposal, I/we accept and acknowledge that we are bound by the terms and conditions stated in the invitation.

I/We also declare that the information detailed in this form is true and accurate to the best of my/our knowledge.

**Applicant/ Authorised Representative:**

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**Signature:**

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**Date:**

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## **Appendix 3: Attached**

**The Bar 128 – Concept for Basement Space is indicative only**

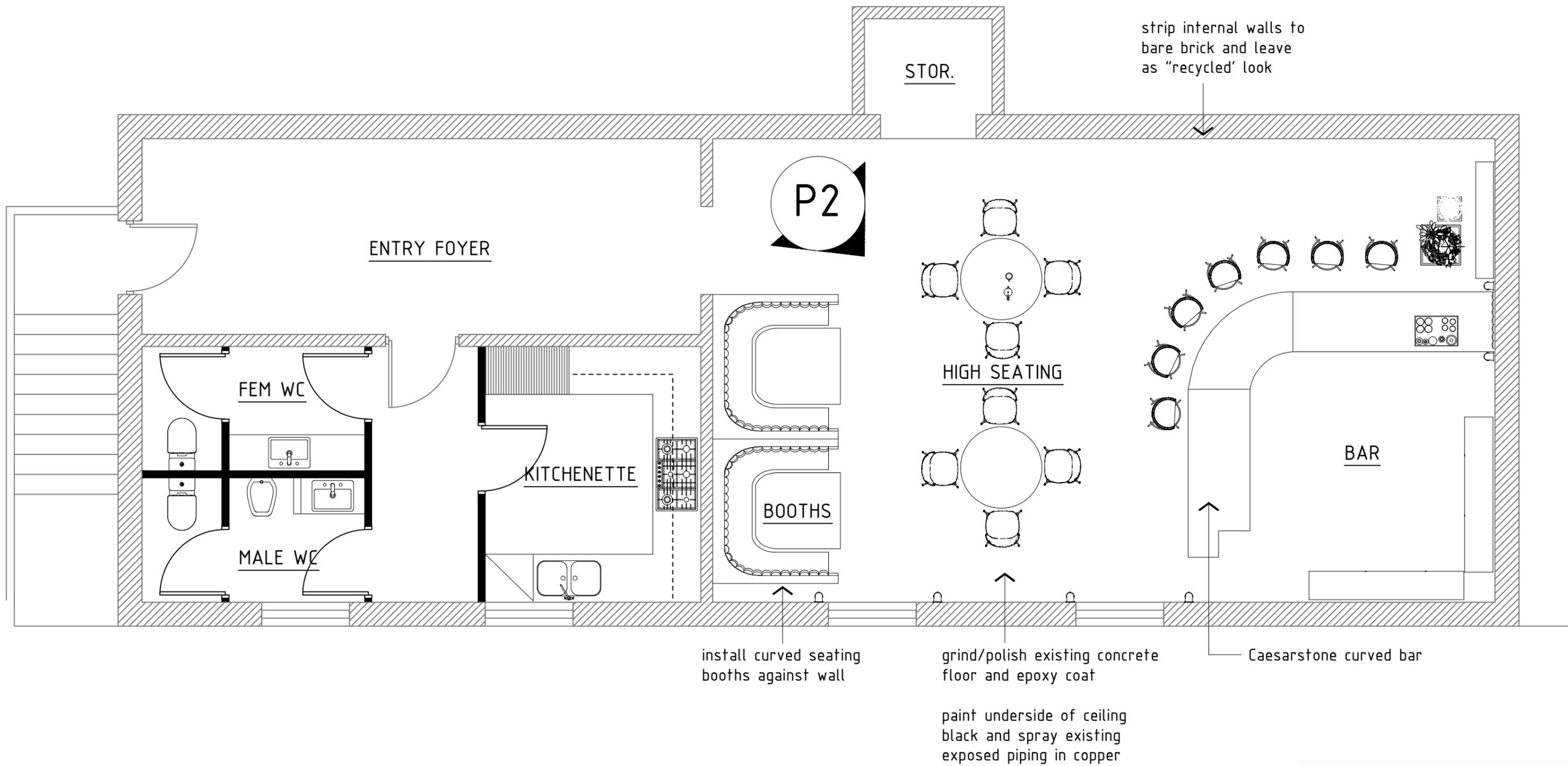
## **Appendix 4: Attached**

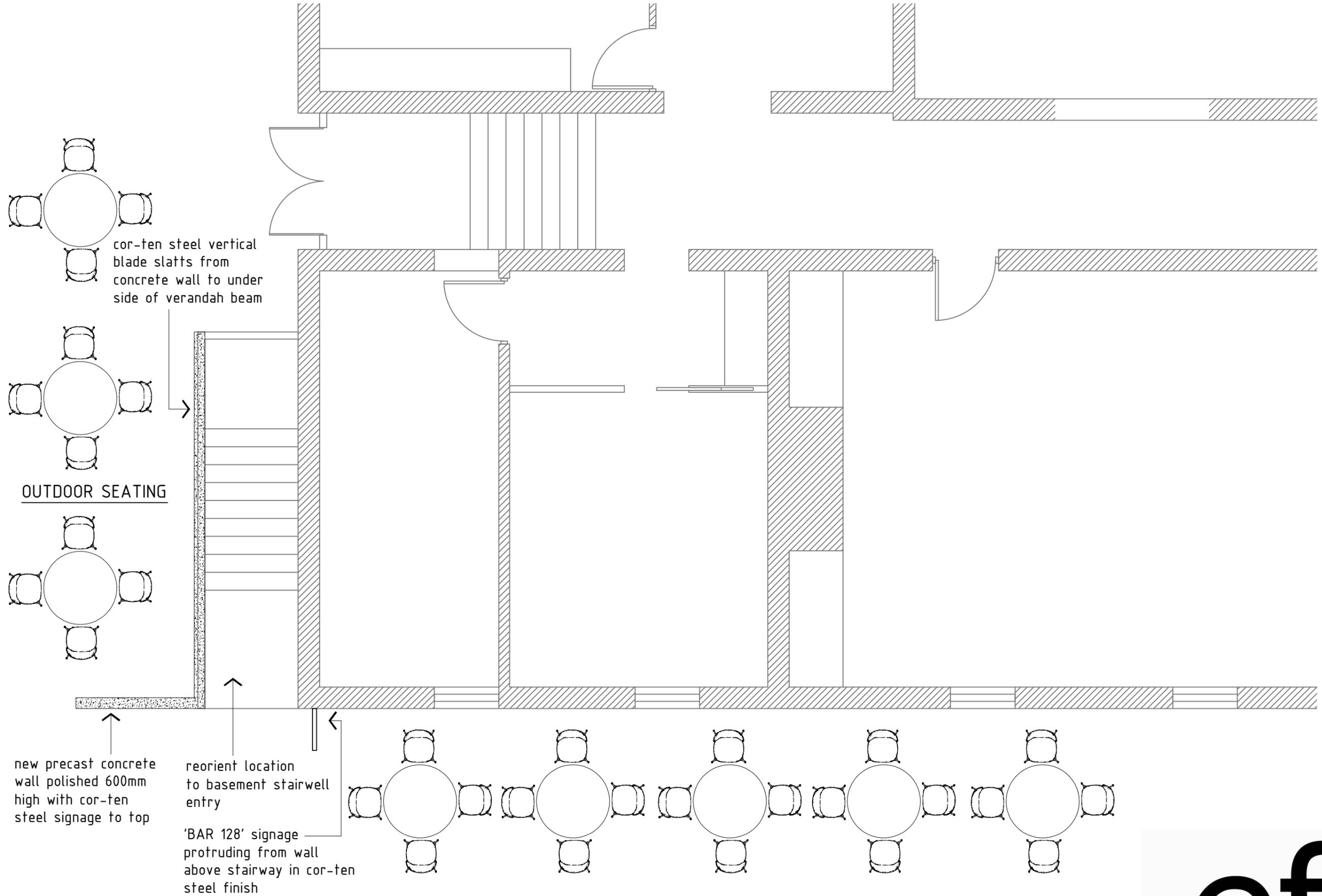
**Creating a French Quarter Plan**



ON VINE PLAZA PROPOSAL











# Creating a French Quarter



The creation of a French Quarter in Prospect is the aim of the Alliance Prospect Plan. The Plan seeks to work on a number of levels, from residential housing, to education programs, events and business attraction.



# Creating a French Quarter

## Alliance Prospect

The Creating a French Quarter (CAFQ) plan seeks to develop new initiatives and alliances between local business and new and existing French business. It also seeks to welcome new French people and families to Prospect. The creation of a French Quarter in Prospect is the aim of the Plan. The Plan seeks to work on a number of levels, from residential housing, to education programs, events and business attraction.

The principle mechanism to implement the Plan will be joint ventures or Alliances with key local organisations. City of Prospect could sign memorandums of understanding with organisation such as Le Cordon Bleu to promote

French cuisine and culture. City of Prospect will seek to undertake both simple steps and aspirational projects to build a Franco Friendly area that benefits both communities.

## Future Submarine Program

South Australia will be the key State to build the \$50 Billion submarine contract based on the French Barracuda design. The Future Submarine Program will construct 12 world-leading, regionally superior Attack Class submarines.

The French Naval Group is the lead contractor and has gained a wealth of experience partnering with navies from around the world. They have a team of highly skilled engineers and specialists who are passionate about delivering technically advanced and cost-effective solutions.

The contract for the Naval Group will start to take off in Adelaide in 2023. City of Prospect is positioned well



The Future Submarine program will construct 12 world-leading, regionally superior Attack Class submarines

# The Creating a French Quarter Plan

to secure French Defence companies who want to be at the centre of Defence Precincts.

There is a significant opportunity to develop new office space specifically designed for the French Defence companies in Prospect.

## South Australia's French Discovery

Napoleon Bonaparte sent Nicolas Baudin on an extensive expedition to explore and chart the "unknown southern land". On 8 April 1802 Baudin's ship *Le Geographe* met Matthew Flinders ship the Investigator off the coast of South Australia.

Baudin and Flinders were cautious as they did not know whether their countries were at war or peace, but as they were commanding exploration and scientific expeditions, they could hope that their meeting would be peaceful. Flinders boarded the French ship and the two captains exchanged information about their explorations. They met about 5 km out to sea and the bay is today named Encounter Bay.

## Prospect's Historic French Connection

Several street names in Prospect have a French connection. Chevalier Street was named after the French artist Nicolas Chevalier (1828-1902), while D'Erlanger Ave was named after Baron Raphael d'Erlanger (d.1897), a French biologist who built his own laboratories at the University of Heidelberg.



Baudin's ship, *Le Geographe*, superimposed over a map of the French-named gulfs of South Australia

# Creating a French Quarter

## Prospect's Competitive Advantages

Prospect is a great place for defence related business in a central location between the City, Maritime Precinct and Edinburgh. It's recognised as one of inner Adelaide's most liveable and connected centres.

Prospect's key assets are:

- Centrally located to all SA Defence Precincts
- Adjacent to the CBD
- High levels of amenity
- GigCity Adelaide connection to provide a secure connection direct to France.

## CAFQP – four elements

The CAFQ Plan will be developed with the following four elements:

1. Industry Attraction and Skills Support
2. Cuisine and Cultural Events
3. Education Internships and Lifestyle
4. Smart Cities and Alliances.

### 1. Industry Attraction and Skills Support

City of Prospect is a leader in economic development and is keen to maximise the economic benefit from the \$50Billion submarine project. One of the key limiters to that project is the lack of engineering and skilled workers in Adelaide.

Local Government in SA has over 400 workers in the Engineering sector, some of whom can be reskilled for the Maritime projects. City of Prospect has developed a Subs and Skills program with the University of Adelaide and will seek funding for that project.

It is also proposed to engage French companies who may seek to relocate to Australia as part of the submarine project.

**Action: New office development in 2023 designed for French Defence related companies**

**Action: Apply for funding for –Subs and Skills program.**



City of Prospect has developed a Subs and Skills program with the University of Adelaide and will seek funding for that project

# Creating a French Quarter

## 2. Cuisine and Cultural Events Program

Les Deux Coqs, a French artisan small goods producer, has a retail stall at the Adelaide Central Market, but it's based in Prospect with a commercial kitchen at 194 Prospect Road. They make small goods and exotic delights such as duck terrine and chilli saucisson. This adds to our great local patisserie Muratti Cakes and Gateau, a Prospect icon since 1990. Prospect Road is one of Adelaide's most successful food and lifestyle precincts.

It is proposed to work with Le Cordon Bleu to enhance the food offerings in Prospect. In particular, masterclasses will be offered to Prospect businesses to

impart the secrets of French cuisine.

Prospect could seek to run a wide range of events using Prospect Businesses and the Cinema Complex on Prospect Road. A French Film Festival has been regularly held at the Prospect Place Nova.

Some specific events that could be supported are:

- French Film Festival - Prospect Place Nova - March.
- Baudin Blues Roots and Food Festival April each year
- French Food Event - on Bastille Day 14th of July.
- Seek Tour Down Under start in Prospect in 2021 with French Teams.

As part of the Cuisine and

Cultural Events Program it is also proposed to provide opportunities for other Francophile retail and restaurant businesses to open in Prospect.

**Action: Develop Alliance with Le Cordon Bleu for masterclasses.**

**Action: Develop Specific French Events with Alliance Française or other groups**

**Action: Seek Small Bar in basement of Town Hall & Alliances with Francophile businesses.**



Delicate pastries and desserts are all on offer at Prospect!

# Creating a French Quarter

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## 3. Education, Internships and Lifestyle

French families relocating to SA need a home and a community. The sandstone villas of Prospect are ideal family residences, while the new apartments are suitable for younger couples or singles. Families need access to schools with a baccalaureate program so that students can get access to French Universities on their return.

St Dominic's Priory College in North Adelaide is a sister school of Blackfriars Priory School, both schools are part of the Dominican faith traditions. St Dominic's run an International Baccalaureate (IB) program. The IB Middle Years Program has been developed specifically to meet the needs of emerging adolescents in Years 6-10. The IB provides a framework for students to develop skills, attitudes and knowledge to enable them to successfully engage in the world. It is also a core foundation link to the French education system.

Council would be interested in working with local schools to provide greater linkages with the two educational systems. In addition, Council could examine the opportunity to develop internships for younger French students to help them integrate into South Australia.

French families relocating to SA need a home and a community. The sandstone villas of Prospect are ideal family residences, while the new apartments are suitable for younger couples or singles.

**Action: Council to provide internships to appropriately qualified French students**

**Action: Engage the following Schools for a baccalaureate or similar program**

- **Blackfriars Priory School, Prospect**
- **Our Lady of the Sacred Heart, Enfield**
- **St Dominic's Priory College, North Adelaide.**

## 4. Smart Cities and Alliances

Develop links with Cities in France and internationally that have an innovation tradition:

- Issy les Moulineaux (Paris) & Binh Duong (Vietnam) - (ICF Top 21 winners for 2020)
- Sophia Antipolis - Tech Park
- Châlons hosts University of Adelaide's ThincLab incubator.

Develop Alliances with the following organisations:

- Alliance Française
- Business France
- French Australian Chamber of Commerce.

**Action: Council develop Alliances with Cities and French organisations that result in an economic benefit to citizens of Prospect.**

**For further information contact:  
City of Prospect**

128 Prospect Road  
Prospect, South Australia 5082

Telephone 8269 5355

[admin@prospect.sa.gov.au](mailto:admin@prospect.sa.gov.au)

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