



COMMERCIAL IN CONFIDENCE

The University of Western Australia

Expression of Interest (EOI)
for the
Design and Construction of Student Accommodation at Currie Hall,
The University of Western Australia

Expression of Interest Number – SP 1042-11

CLOSING DATE: Friday 15 April 2011 at 2.00pm (WST)

You are invited to submit an Expression of Interest for the Design and Construction of Student Accommodation at Currie Hall, The University of Western Australia as specified in this document and in accordance with the Terms and Conditions herein.

EXPRESSION OF INTEREST SUBMISSION

Expression of Interest submissions must be enclosed in an envelope, clearly marked and lodged in:

CONFIDENTIAL – EOI for the Design and Construction of Student Accommodation at Currie Hall, The University of Western Australia

Attention: Cheryl Eden
M449, Strategic Procurement
The University of Western Australia
35 Stirling Highway
Crawley, WA 6009

If delivering by hand, the Financial Services Tender Box is located in:

Cashiers Desk
South Wing, Ground Floor
Main Administration Building (adjacent to Winthrop Hall)
The University of Western Australia
35 Stirling Highway
Crawley WA 6009

Expression of Interest – Student Accommodation at Currie Hall, The University of Western Australia

Part A – The University’s Terms and Conditions

Please read and keep

A map to the Financial Services Tender Box is in Part D – Appendices. If delivering by hand please leave sufficient time to locate parking on campus and to find the building.

Enquiries

All enquiries are to be addressed to Cheryl Eden by email (cheryl.eden@uwa.edu.au).

All questions must be submitted before 2.00pm (WST) on Thursday 7 April 2011.

Submissions not received in full by the closing date may not be eligible for consideration.

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1. Part A – The University’s EOI Terms and Conditions

1.1 Requirement

The University of Western Australia (“University”) is seeking a Construction Contractor (“Contractor”) for the Design and Construction of Student Accommodation within its College Precinct. A two stage procurement process will be undertaken to appoint the successful Contractor:

- Stage One – Expressions of Interest to short list two or three Contractors; then
- Stage Two – Request for Proposal process undertaken with the shortlisted Contractors.

This Expression of Interest document will outline The University’s requirements for interested Contractors to understand the parameters of the project and to determine whether their firm qualifies and has the capability and capacity to undertake this project. By responding to this Expression of Interest, Contractors are expressing their desire to be shortlisted for Stage Two – Request for Proposal.

1.2 The Expression of Interest Documentation

This Expression of Interest (“EOI”) has three sections:

Part A	The University’s Terms and Conditions	Please read and keep this section
Part B	Scope of Works	Please read and keep this section
Part C	Contractor’s Expression of Interest Submission	Please complete and return this section
Part D	Appendices	Please read and keep this section

1.3 Selection Process

The following selection process will be used during the Expression of Interest and Request for Proposal Stages.

Stage One – Expression of Interest

- The Expression of Interest documentation is issued to select Contractors inviting them to submit a response.
- The Expression of Interest submissions are checked for completeness and compliance. Submissions that do not contain all requested information may be excluded from evaluation.
- The Expression of Interest submissions are assessed against the Evaluation Criteria outlined in The University’s Expression of Interest documentation. The Contractors may be required to clarify their Expression of Interest responses. Referees may also be contacted prior to the selection of shortlisted Contractors.
- The two or three most suitable Expression of Interest submissions are shortlisted and will be invited to submit a response to The University’s Request for Proposal process.

Stage Two – Request for Proposal Process

- The shortlisted Contractors are issued the Request for Proposal documentation and invited to submit a response.

- The Request for Proposal responses are assessed against the Evaluation Criteria outlined in The University’s Request for Proposal documentation.
- The shortlisted Contractors will be expected to make a presentation to the Evaluation Panel and Steering Committee members. In making the presentation, it is The University’s preference that all of the core team members be present. Whilst this will not be a compulsory requirement for shortlisted Contractors, it will allow the Evaluation Panel members a greater opportunity to consider team capabilities and composition.
- The shortlisted Contractors may be required to clarify their offer. Referees may also be contacted prior to the selection of the successful Contractor.

1.4 Evaluation Criteria

Expression of Interest responses will be assessed against the following compliance and qualitative criteria.

1.4.1 Compliance Criteria

Expression of Interest responses must comply with the following compliance criteria:

- a) Completion of the Pre-Qualification Questionnaire in Part C;
- b) Completion and signing of the Conflict of Interest Declaration in the Pre-Qualification Questionnaire in Part C;
- c) Completion and signing of the Pre-Qualification Questionnaire Declaration in the Pre-Qualification Questionnaire in Part C;
- d) Provision of a certification letter from the Department of Education, Employment & Workplace Relations (“DEEWR”) confirming compliance with the National Code of Practice for the Construction Industry or provision of confirmation that you are in the process of gaining certification from DEEWR;
- e) Provision of an executed letter from your Financial Manager confirming your company’s current capacity to complete the project and ability to raise the appropriate guarantees;
- f) Financial stability of the organisation; and
- g) Commercial compliance.

1.4.2 Qualitative Criteria

Expression of Interest responses will be assessed by an Evaluation Panel against the following qualitative criteria.

- a) Demonstrated ability of Contractor to deliver on projects of a similar size and complexity;
- b) Demonstrated ability to deliver similar projects on time and within budget;
- c) Demonstrated skills, qualification and experience of the proposed project consultant team; and
- d) Demonstrated skills, qualifications and experience of proposed internal management team.

1.5 Design Quality

Assessment of the design quality of the proposal will form part of the Stage Two – Request for Proposal process.

1.6 Pricing

Pricing and value for money will form part of the Stage Two – Request for Proposal process.

1.7 Acceptance of Proposals

The University is not bound to accept Expression of Interest submissions or the lowest priced Request for Proposal submission and may reject any or all submissions/proposals submitted. The University is not bound to provide any explanation for its decisions relating to this Expression of Interest or the Request for Proposal process. Expression of Interest submissions received after the closing time and date may not be accepted.

1.8 Expression of Interest Conditions

The University may seek to negotiate further on various aspects of the responses submitted. The University reserves the right to negotiate with more than one party at any time and to enter into any appropriate contracts without giving prior notice to other parties.

The University may alter or modify the process outlined in this Expression of Interest at any time without giving prior notice or reason for doing so, or may terminate the process at its discretion. The University does not need to give any reason for such a change or termination and does not have any liability whatsoever to the Contractor with respect to such termination or change.

1.9 No Commitment

This Expression of Interest process and the Request for Proposal process does not commit or bind The University to accept any response, to commence negotiations with any Contractor or to award any contract. No binding contract or obligation shall be effected until the execution of a formal contract by The University and the successful Contractor.

The University has received a reserve allocation from the Federal and State Government that enables future rental incentives or rental subsidies, subject to continued compliance with the National Rental Affordability Scheme requirements. The University may require Federal and State Government agreement to changes in the project, such as a time extension on the project, prior to The University entering into any agreement with any Contractor.

1.10 Confidentiality

This Expression of Interest and all documents and information provided by The University must be considered confidential. The Expression of Interest documents may not be forwarded to any third party for evaluation or for any other purpose without the prior written consent of The University. Reproduction of this document is restricted and should only be undertaken to the extent required to prepare a response.

The recipient of any information received during the course of this Expression of Interest process and any subsequent discussions undertakes to afford protection to this information and agrees:

- a) to keep such information strictly confidential;
- b) not to make or cause to be made any disclosure thereof to any other party, including any of their employees, not having the need to know for the purposes of this Expression of Interest or surrounding discussions; and
- c) upon The University’s request and option, either to return such information as is in a tangible form, together with all copies thereof within its possession or control, or make such other disposal thereof as may be stipulated by The University.

No organisation or individual shall, without the prior written consent of The University’s contact person or such other contact as the University may nominate, make any public statements to third parties, or advertise in any manner, information relating to this Expression of Interest, the evaluation process that follows the submission of proposals, the subsequent placement of any orders, or the establishment of any business relationship.

1.11 Verbal Representations

No representations or statements made by University staff or its agents shall constitute an official expression on its behalf, unless such representations are made in a written communication from an appropriate University person or duly authorised agent.

1.12 Period of Validity

All responses shall remain open and valid for a period of 90 (ninety) days after the required response date.

1.13 Expression of Interest Preparation at Contractor’s Expense

All work undertaken by the Contractor in preparation of their Expression of Interest submission, all communication with The University, all demonstrations and presentations, and all other activities involved in the preparing, presenting and discussion of proposals shall be entirely at the Contractor’s expense. Furthermore, no statement in this document shall be construed as placing the University under any contract or obligation to accept any proposal or enter into any negotiations whatsoever.

1.14 Ownership of Submitted Responses

The ownership of all materials submitted as part of the Expression of Interest responses including any diagrams, schematic drawings, samples etc shall pass to The University on the date and time that the proposal is submitted. For audit reasons The University reserves the right to retain at least one copy of all submitted Expression of Interest responses.

1.15 Contractors to Inform Themselves

Contractors shall be deemed to have:

- a) examined the Expression of Interest documents and any other information made available by The University to Contractors for the purpose of responding;
- b) examined all further information which is obtainable by the making of reasonable enquiries and relevant to the risks, contingencies and other circumstances, having an effect on their response; and
- c) satisfied themselves as to the correctness and sufficiency of their response including pricing.

1.16 Financial Checks

The University reserves the right to research, undertake due diligence checks and examine the financial viability of the Contractors.

1.17 Disclosure of Criminal Convictions or Charges

Contractors with prior criminal convictions and/or charges against them, or charges pending for offences involving dishonesty or fraudulent conduct, or who have knowledge of or been informed of

such charges or convictions against their Directors, employee/s or subcontractors, may be disqualified from consideration for this proposal.

1.18 Number of Copies of Expression of Interest Required

Please ensure that you have provided five (5) bound colour hard copies and one colour electronic version (PDF format) on disk or thumb drive. General marketing material (other than that requested in this document) is not to be included in your Expression of Interest submission.

1.19 Intention to Respond

Please send confirmation of your intention to respond to this Expression of Interest to Cheryl Eden, Strategic Sourcing Officer by email to cheryl.eden@uwa.edu.au by **Friday 8 April 2011, 2.00pm (WST)**.

1.20 Expression of Interest Enquiries

All enquiries relating to this Expression of Interest are to be addressed to Cheryl Eden, Strategic Sourcing Officer by email to cheryl.eden@uwa.edu.au by **Thursday 7 April 2011, 2.00pm (WST)**. All questions relating to the Expression of Interest must be provided in writing.

1.21 Timelines

Please note that these are tentative dates and are subject to change.

Stage One - Expression of Interest Timelines

Description	Tentative Dates
Final Date for Written Questions	7 April 2011, 2.00pm
Closing Date for Intention to Respond	8 April 2011, 2.00pm
Closing Date – Submission of Expression of Interest Responses	15 April 2011, 2.00pm
Evaluation of Expression of Interest Responses	15 – 20 April 2011
Shortlisted Companies Notified	20 April 2011
Unsuccessful Companies Notified	20 April 2011

Stage Two - Request for Proposal Timelines

Description	Tentative Date
Issue Request for Proposal to Shortlisted Contractors • Selected from Expression of Interest process <i>Please note: Easter shutdown 22 – 26 April 2011</i>	20 April 2011
Final Date for Written Questions from Contractors	13 May 2011, 2.00pm
Closing Date – Submission of Request for Proposal Responses	25 May 2011, 2.00pm
Evaluation of Request for Proposal Responses	25 May 2011 – 1 June 2011
Presentations by Shortlisted Contractors	31 May 2011
Contract Negotiations	June 2011
Award Contract	June 2011

1.22 Offers of Employment

Contractors shall not approach any employee of The University during the proposal period in order to:

- a) Make an offer of employment with the Contractor or any related entity; or
- b) Suggest that employment may be available with the Contractor or any related entity.

Any Contractor who acts in such a way may not be allowed to continue in the proposal process and any submitted proposals will be set aside.

A Contractor already dealing with an employee on an offer of employment at the time proposals are called, or who is approached by an employee seeking employment during the proposal process shall suspend all negotiations and promptly declare to The University that a potential conflict has arisen.

Should a Contractor consider it has bona fide reasons for dealing with an employee during the proposal process it shall obtain written approval from The University before proceeding with any approach or negotiation.

2. Part B – Scope of Work

2.1 General Information

2.1.1 The University of Western Australia

The University of Western Australia was established in 1911. The University is a leading Australian research university and has an international reputation for excellence, innovation and enterprise. The University is a member of the Australian 'Group of Eight' (Go8) research universities. The University is aiming to be one of the world's top 50 universities by the year 2050 and in addition, aims to support 25,000 students by the year 2020.

2.1.2 Location and Size

The University's main site is located at 35 Stirling Highway, Crawley, WA with other sites such as the major metropolitan Teaching hospitals and also has sites at Shenton Park, Claremont, Albany, Broome and Kalgoorlie. The University has satellite units within the Perth metropolitan area and in other areas across Western Australia. There are approximately 22,600 students attending the University and approximately 3,500 staff working for the University. The expenditure budget for 2010 was circa \$685million.

2.1.3 Student Experience

It is well known that the top universities in the world encourage a high proportion of students to live in residential colleges. Having students live and learn on campus enhances the student experience, allowing students to become fully involved in the intellectual and cultural activities of The University producing highly educated, well rounded graduates.

Residential involvement with The University results in better access to educational resources, reduced travel times and enables students to participate fully in student life.

2.1.4 Currie Hall

The University of Western Australia's Hall of Residence, Currie Hall, began as residential quarters for United States Servicemen during World War II. At the end of the war the buildings became the University Hostel, housing ex-Australian servicemen and women, students of limited financial means and some of Australia's earliest overseas students. Since then, the Hall has become a home away from home for over 15,000 students from all corners of Australia and the world. The current buildings commenced construction in 1966, with the final building completed in 1975. 24 rooms are currently under construction on the south east corner of the site and are due for completion in late 2011.

Named after Sir George Currie in 1961, the second Vice-Chancellor of The University, the Hall is represented by its crest, selected as a winner from a competition for submissions from the residents. The black swan representing UWA at the centre of the crest symbolizes the one uniting factor for all the diverse residents at the non-denominational hall. The book above the Swan refers to learning and 'Automnia' refers to Kant's philosophy that the human will has its own guiding principals. The motto 'Dum vivimus vivamus' is a deliberate juxtaposition of Latin and Greek translating to "Let us live while we live'. The use of the two languages represents the international character of the hall and its residents past and present.

Expression of Interest – Student Accommodation at Currie Hall, The University of Western Australia

Part B – Scope of Work

Please read and keep

Residence at Currie Hall provides for a more rounded, inclusive and memorable University experience, in an environment where individuals are challenged and supported to achieve their full potential. All aspects of the educational experience, academic, social, sporting and cultural are fostered through programs specifically designed for residents. It is this residential experience that provides the student upon completion of their course much more than just a degree. In the words of Hall Alumnus Jerald Justin Ko, ‘my time at the hall was the three best years of my life’.

Today, Currie Hall operates under a Staff Charter based on the key elements of Community, Service, Responsibility, Culture, Teamwork and Growth. Underlying this Charter is the Currie Hall Vision which is “To create an outstanding living and learning environment where a diverse collegiate community is encouraged to develop and excel”. To achieve this vision Currie Hall needs to be a leader in all aspects of the collegiate community, including providing a world class physical environment.

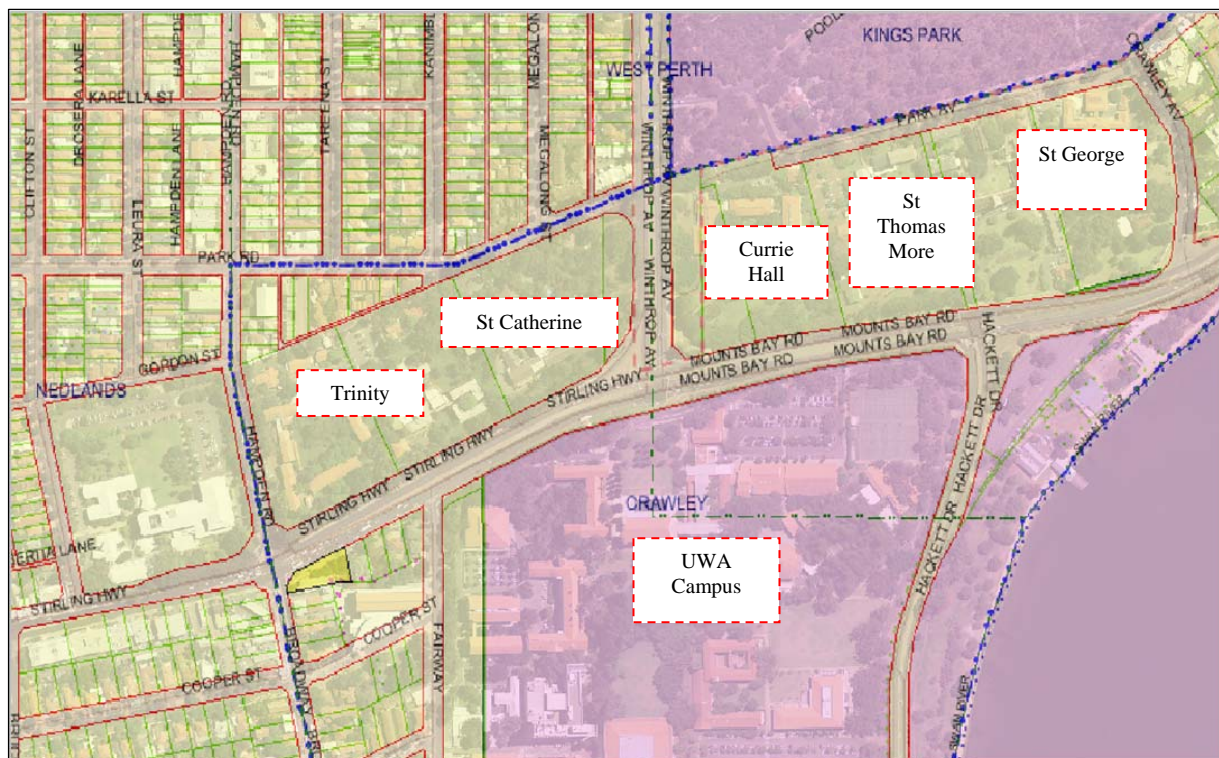
2.1.5 Orientation

The University is located within the inner, western suburb of Crawley, with the student accommodation contained within the Colleges Precinct. The College Precinct extends along the northern side of Stirling Highway/Mounts Bay Road, between their intersections with Hampden Road and Crawley Avenue, generally opposite The University campus. The surrounding development is generally of a commercial/retail nature associated with the main transport routes. There is generally low to medium density residential housing surrounding the College Precinct. Kings Park and the Swan River are also situated in close proximity.

Student accommodation in the Colleges Precinct is contained within five colleges and provides housing for approximately 1,150 students:

- Currie Hall
- Saint Thomas More
- Saint George
- Trinity
- Saint Catherine

Picture One – Location of Student Accommodation Colleges in the Precinct



2.2 The Project Opportunity

2.2.1 Architecture and Design Needs

Currie Hall is located immediately to the north of The University's primary symbolic space and landscape, the forecourt to Winthrop Hall. The new accommodation buildings will be prominent additions to Currie Hall providing an opportunity to create a focal entrance to the College, reinforce its key location in the College Precinct along the ceremonial portal to The University and fusion with Kings Park on the northern boundary.

The wider precinct and physical context of The University's foundation buildings, as well as the existing Currie Hall accommodation, should therefore inform the design of the new buildings. The design concept should be developed as part of an integrated architectural and landscape concept for the site, with specific reference to the relevant vistas to and from Winthrop Hall.

Some of the principles underpinning the planning and development of the Crawley Campus include:

- Commission architecture of high design quality;
- Produce buildings which are timeless, free from passing fashions, and which achieve individual contemporary merit in their contribution to the success of the whole campus, whilst acknowledging the existing University palette; and
- Construct buildings with due consideration to whole of life implications and environmental sustainable development and better practice.

The architectural success of the campus is built on individual buildings, each successful architectural statements in their own right, yet designed to be compatible with their neighbours.

2.2.2 Accommodation Needs

The University has identified a need for student accommodation to support its aims of supporting 25,000 students and becoming one of the world's top 50 universities. The University aims to develop up to 1,000 student accommodation units under the Federal Government's National Rental Affordability Scheme on the College Precinct with a dwelling target as follows:

- a) 400 to 500 units at Currie Hall;
- b) 200 units at St Catherine's; and
- c) 300 to 400 units on another site(s)

The University will progress the development of Currie Hall. St Catherine's is undertaking its own independent design and delivery process. The location and delivery method of the additional 300 to 400 units will be determined by the University in consultation with the other stakeholders in the coming months.

Please note – this Expression of Interest process will focus on the 400-500 dwelling units at Currie Hall. The University may choose to incorporate the other sites should the need arise, at its discretion and through mutual agreement.

2.2.3 Concept Plan

The concept plan for new accommodation at Currie Hall has been prepared in accordance with a broader set of precinct master planning principles for The University's college precinct. The plan

includes a nominal accommodation capacity of 400-500 additional single bed dwellings, which are arranged to complement existing college accommodation as well as reflecting the precinct wide planning principles for new development.

The planning framework for the precinct includes the following planning principles:

- a) Improved connectivity between college sites, including north-south and east-west linkages;
- b) The maintenance of distinct but more integrated college “sub-precincts”;
- c) The maintenance and improvement of existing passive recreational and landscape spaces within the precinct;
- d) Acknowledgement and reinforcement of existing pedestrian linkages to the main campus, including existing tunnel links beneath Mounts Bay Road;
- e) The reinforcement of the entry “portals” east and west along Mounts Bay Road and from the north along Winthrop Avenue;
- f) A stronger built edge condition within the College Precinct along Mounts Bay Road;
- g) The maintenance and reinforcement of built form hierarchies, including the primary status of Winthrop Hall and its tower; and
- h) The provision of adequate car parking spaces within the college precinct.

2.3 The Project Parameters

This Expression of Interest process will focus on the 400-500 dwelling units on the Currie Hall site. The University has put in place the following project parameters. Please note, these project parameters will be further refined in the lead up to Stage Two – Request for Proposal.

2.3.1 New Accommodation Buildings

The new student accommodation will be housed in new multi-level buildings located on the southern and northern frontages of the site. The new buildings have been located to minimise impact on existing structures. However, more detailed site investigations will be required to determine potential impact on existing in-ground services and overall site services capacity.

The new buildings have been scaled to accommodate common areas within the buildings, the detail and scope of which will be determined through the schematic design process. The new accommodation must include sufficient shared spaces to facilitate interaction amongst college residents.

2.3.2 Building Requirements

The building parameters are as follows:

- Number of dwelling units delivered to be maximised for Currie Hall while respecting the need for good urban design, architectural quality and sustainability outcomes
- Product diversity is preferred (ie minimum of two standard room types)
- Site/building amenity requirements:
 - Parking provision to meet statutory requirements
 - A large main common room (up to 50 students sitting) for students, per building
 - Smaller general purpose communal spaces with full kitchen facilities and associated furniture which can be used by the student community

-
- Media rooms, two per 150 units including appropriate technology (ie power, communications). One of the rooms will be used as Music Room and will require additional sound containment.
 - Group study rooms, minimum two per 150 units(to fit at least 6 students in privacy)
 - Communal laundry facilities, per 150 units
 - Secure bike storage area (assume 1 bike per 5 students)
 - External common areas with appropriate cover, lighting and amenity (eg BBQ's)
 - Landscaped external circulation areas linking between buildings and the broader site
 - Adequate storage areas abutting common areas
 - Central reception area and offices with visual amenity to key entry points and external gathering spaces (c. 200m2 fitted out)
 - Central toilet facilities
 - Vehicle access maintained / upgraded and incorporating services, catering supply and rubbish removal
 - Lifts and stairs
 - Disability access
 - Adequate storage areas (including bag storage, cleaning cupboards, mattress and equipment stores and sinks etc)

2.3.3 Room Configurations

The room configurations are as follows:

- Standard room configurations, as a minimum:
 - King single or queen/double bed
 - Kitchenette with sink, minimum 200L frost free fridge, cook top (two burner/plate), microwave, bin, four set drawers and general storage
 - Ensuite with shower, toilet, sink, towel rail, mirror and storage
 - Storage for clothes (hanging and other)
 - Workspace with storage, power, high speed internet and lighting
 - Sitting area with two person couch and coffee table
 - Location for basic television (20" television) with standard channels and power connections
 - Balcony to fit two chairs, table and drying rack
 - Individual room controlled air-conditioning
- Resident Adviser room configurations:
 - 1 room per 30 students on average, physically grouped (yield over and above base mentioned above)
 - All amenities as per a standard room, however increased kitchen, living, ensuite and storage space with higher quality appliances (c. NLA of 35 to 40m2 suggested)
 - Plus, 1 self-contained bedroom with clear delineation from the living space
- Manager and Senior Resident Adviser room configurations:
 - 2 bedroom, plus delineated study space (yield over and above base mentioned above)
 - All amenities as per a standard room, however increased kitchen, living, ensuite and storage space with higher quality appliances (c. NLA of 45 to 50m2 suggested)
 - To be located on ground floors with access to both internal corridors and externally, with secure and visually separated furnished courtyard (c. 10m2)

-
- Principal's residence configuration:
 - To be located away from the student accommodation
 - 3 bedroom plus study home with air-conditioning, large kitchen, two living areas, enclosed double garage and alfresco area (c. 150 to 200m² home)
 - To be fully fenced with secure access
 - Landscaped garden (c. 150m²) with isolated irrigation
 - Unfurnished, however above average fit out (eg flooring, window coverings, lights)

 - Disability access room configurations:
 - 2 rooms per building (minimum) on ground floor with amenities as per a standard room however suitable circulation and usability per industry and appropriate legislative and statutory requirements (yield within the 400 stated)

2.3.4 Landscape

The new development will result in a significantly more densely built out college site. The development works must include external landscape works which maintain the amenity of the college. The gardens must incorporate functional passive recreational spaces which are well integrated with adjacent ground floor spaces and create opportunities for effective indoor/ outdoor connections.

Existing trees must be maintained where possible, including the protection of substantial trees located adjacent to new development.

2.3.5 Car Parking and Service Vehicles

The new development should include provision for an integrated car parking solution for the developed Currie Hall site, including new accommodation car parking requirements. Overall car parking ratios in the precinct will decrease over time in relation to the number of dwelling units to be accommodated on the site. The new development must provide for all necessary service areas including waste storage and service vehicle access.

2.3.6 Approvals

The indicative site development proposals and nominal building envelopes have not been tested with local planning authorities. The proposed site planning will also require more detailed assessment and analysis in relation to building services infrastructure upgrade, relocation of in-ground building services, service vehicle access (for existing and new buildings), general setback requirements and overall site management during the construction phase.

2.3.7 Other Requirements

Other requirements are as follows:

- The University is required to complete the design, construction and fit out of the Student Accommodation at Currie Hall within a tight timeframe. The construction must be completed by the second half of 2012. This is a requirement set by the National Rental Affordability Scheme.

- The design and construction of the dwellings must comply with the relevant State and Local Government building and health and safety laws and regulations.

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Part B – Scope of Work

Please read and keep

- Sustainability – the sustainability target for the building is 5Star GreenStar. The sustainability requirements and achievability within other constraints, is to be determined. The University would be interested in exploring sustainability options for this project.
- The management of the construction project activities will be completed while existing students are resident at Currie Hall.
- The Construction will be required to complete the design, construction and fit out of the Student Accommodation at Currie Hall on budget.
- The Contractor will be required to provide all information needed by The University to meet the Federal Government requirements, in relation to the National Rental Affordability Scheme.

2.4 Project Delivery Timeframes

The project delivery timeframes for this project are:

Key Milestone	Deadline
Stage One - Expression of Interest Process	April 2011
Stage Two - Request for Proposal Process	June 2011
Award Construction Contract	June 2011
Completion of Construction	Second half of 2012

2.4 Indicative Budget

The indicative budget is approximately \$50million – \$60 million.

3. Part C – Contractor’s Expression of Interest Response

Please complete this Pre-Qualification Questionnaire. The questionnaire and your response to the questions outlined in this Part C will form your Expression of Interest response.

3.1 Pre-Qualification Questionnaire

A	Basic Details About Your Organisation	
A.1	Organisation Name	
A.2	Full Name of Legal Entity	
A.3	ABN Number / Status	
A.4	Address	
A.5	Telephone Number	
A.6	Facsimile Number	
A.7	Website Address (if any)	
A.8	Contact Person	
A.9	Contact Person’s Title	
A.10	Email Address	
A.11	Registered Address (if different from above)	
A.12	Is your Organisation? (Please tick one)	<input type="checkbox"/> Sole trader <input type="checkbox"/> Partnership - please attach the names of all partners <input type="checkbox"/> Company <input type="checkbox"/> Trust – please attach copy of the trust deed <input type="checkbox"/> Joint venture, consortium etc – please attach details <input type="checkbox"/> Other – please attach details

B	Financial Information	
B.1	What was your turnover in the last two years (if this applies)?	
B.2	Has your organisation met the terms of its banking facilities and loan agreements (if any) during the past year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
B.3	If No, what were the reasons, and what has been done to put things right?	

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Part C – Contractor’s EOI Response

Please read and complete

B.4	Has your organisation met all its obligations to pay its creditors and staff during the past year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
B.5	If No, please explain why.	
B.6	What is the name and branch of your bankers (who could provide a reference)?	
	Name	
	Branch	
	Contact Details	
B.7	If asked, would you be able to provide at least one of the following?	
	A copy of your most recent audited accounts (for the last two years if this applies)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	A statement of your turnover, profit and loss account and cash flow for the most recent year of trading	<input type="checkbox"/> Yes <input type="checkbox"/> No
	A statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position	<input type="checkbox"/> Yes <input type="checkbox"/> No

C	Business Activities and References	
C.1	What are the main business activities of your organisation? How long have you been in business in for?	
C.2	How many staff does your organisation have? (If you are a sole trader, please say so)	
C.3	Have you had any contracts terminated for poor performance in the last three years, or any contracts where damages have been claimed against you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
C.4	If Yes , please give details:	

Expression of Interest – Student Accommodation Currie Hall, The University of Western Australia

Part C – Contractor’s EOI Response

Please read and complete

D Insurance				
Please provide details of your current insurance cover				
	Type	Insurer	Policy No	Expiry Date
D.1	Workers Compensation Insurance as required by statute in all jurisdictions in which the services are to be provided			
D.2	Liability for Public Risk and Personal Injury and Damage to Property At least \$20,000,000 for any one claim			
D.3	Professional Indemnity Insurance At least \$20,000,000 for any one claim			
D.4	Please attach copies of your insurance policies and level of coverage.			

E Quality Assurance		
E.1	Does your organisation hold a recognised quality management certification for example ISO 9000 or equivalent?	<input type="checkbox"/> Yes <input type="checkbox"/> No
E.2	If not, does your organisation have a quality management system?	<input type="checkbox"/> Yes <input type="checkbox"/> No
E.3	If you do not have quality certification or a quality management system, please explain why and how you ensure quality assurance within your organisation:	

F Professional and Business Standing		
Do any of the following apply to your organisation or to (any of) the director(s) / partners / proprietor(s) / core team submitted for this proposal?		
F.1	Is in a state of bankruptcy, insolvency, compulsory winding up, receivership, composition with creditors or subject to relevant proceedings?	<input type="checkbox"/> Yes <input type="checkbox"/> No
F.2	Has been convicted of a criminal offence related to business or professional conduct?	<input type="checkbox"/> Yes <input type="checkbox"/> No
F.3	Has committed an act of grave misconduct in the course of business?	<input type="checkbox"/> Yes <input type="checkbox"/> No
F.4	Has not fulfilled obligations related to payment of taxes?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Expression of Interest – Student Accommodation Currie Hall, The University of Western Australia

Part C – Contractor’s EOI Response

Please read and complete

F.5	Is guilty of serious misrepresentation in supplying information?	<input type="checkbox"/> Yes <input type="checkbox"/> No
F.6	Is not in possession of relevant licences or membership of an appropriate organisation where required by law?	<input type="checkbox"/> Yes <input type="checkbox"/> No
F.7	If the answer to any of these is Yes please give brief details below, including what has been done to put things right.	

G	Conflict of Interest Declaration	
G.1	Do you have any real, potential or perceived conflicts of interest in the Request for Proposal process or any resulting contract?	<input type="checkbox"/> Yes <input type="checkbox"/> No
G.2	If Yes , please provide a brief outline of the nature of the conflict and the arrangements proposed to resolve or manage the conflict.	
G.3	Name	
G.4	Job Title	
G.5	Date	
G.6	Telephone Number	
G.7	Signature	

H	Declaration	
	I/We declare that to the best of my knowledge the answers submitted in this Expression of Interest response are correct. I understand that the information will be used in the evaluation process to assess my organisation’s suitability for The University’s requirements.	
Form Completed By		
H.1	Name	
H.2	Job Title	
H.3	Date	
H.4	Signature	
Witness		
H.6	Name	
H.7	Job Title	
H.8	Date	
H.9	Address	
H.10	Signature	

3.2 Response to Evaluation Criteria

Contractors are required to submit their offers in accordance with the format and headings detailed below to enable the evaluation of their offer against the evaluation criteria.

Contractors are required to answer each compliance and qualitative criteria.

3.3 Compliance Criteria

Please complete the table below and provide the required evidence to demonstrate compliance.

Compliance Criteria	Compliance	Evidence Required
Completion of the Pre-Qualification Questionnaire in Part C.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Complete Pre-Qualification Questionnaire and provide the required information
Completion and signing of the Conflict of Interest Declaration in the Pre-Qualification Questionnaire in Part C.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Complete and sign the conflict of interest declaration
Completion and signing of the Pre-Qualification Questionnaire Declaration in the Pre-Qualification Questionnaire in Part C.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Complete and sign the declaration in the pre-qualification questionnaire
Demonstrated financial capacity to service the project	<input type="checkbox"/> Yes <input type="checkbox"/> No	Provide an executed letter from your Financial Manager confirming your company’s current capacity to complete the project and ability to raise the appropriate guarantees
National Code of Practice for the Construction Industry	<input type="checkbox"/> Yes <input type="checkbox"/> No	Provision of a certification letter from the Department of Education, Employment & Workplace Relations (“DEEWR”) confirming compliance with the National Code of Practice for the Construction Industry. Please tick YES , if you are in the process of applying but have not received a certification letter within the timeframe. Please provide confirmation that you have applied and are awaiting a response. A copy of the DEEWR email confirming receipt of your application will suffice as confirmation. Please note, the Contractor undertakes to provide a copy of the DEEWR certification letter to The University of Western Australia as soon as it is available.

3.4 Qualitative Criteria

In answering the qualitative criteria, Contractors should note the following:

- a) Contractors must address each qualitative criterion using the headings provided;
- b) Contractors should assume that the Evaluation Panel has no knowledge of your organisation, its activities, experience or any previous work undertaken for any organisation (including The University);
- c) Contractors should provide details for any claims, statements or examples used to address the qualitative criteria; and
- d) Contractors should address each issue outlined within the qualitative criteria.

3.4.1 Demonstrated Ability of Contractor to Deliver on Projects of a Similar Size and Complexity (weighting 25%)

Contractors should provide three (3) examples to demonstrate their experience delivering on apartment projects (with an excess of 200 dwellings) and to demonstrate their proven track record of undertaking this type of project. The three (3) examples must be for projects completed in the last five years. The Contractor should include the scope of the services provided and similarities to this project.

From the examples, please nominate two (2) referees that can clarify claims made in relation to the scope and the quality of the services carried out.

Please complete the table below:

	Company Name	Name of Contact Person	Designation	Contact Phone	Period of Service	Brief Outline of Services Provided
1						
2						

There is a page limit of three pages (one page per example).

3.4.2 Demonstrated Ability to Deliver Similar Projects on Time and on Budget (weighting 35%)

As outlined in Part B – Scope of Works, The University is required to complete the Student Accommodation – Currie Hall project on budget and within a tight timeframe.

Contractors should provide three (3) examples to demonstrate their ability to deliver projects on time and on budget. The Contractor should include the scope of the services provided and similarities to this project.

There is a page limit of three pages.

3.4.3 Demonstrated Skills, Qualifications and Experience of the Proposed Project Consultant Team (weighting 20%)

Contractors should confirm their proposed project consultant team members, with a focus on the Architectural and Service Engineers. For each project consultant team member, please provide the following information:

- Skills and capability statement
- Project role
- Qualifications
- Relevant skills
- Range of project experience with a particular emphasis on similar projects

Please clearly show who the lead consultant on the project would be.

There is a page limit of four pages.

3.4.4 Demonstrated Skills, Qualifications and Experience of the Proposed Contractor Team (weighting 20%)

Contractors should provide details on their nominated management team, please indicate who will be responsible for following:

- Negotiations and decisions made during negotiations with the University
- Day to day contact with The University
- Managing project delivery on site

For each team member, please provide the following information:

- Skills and capability statement
- Project role
- Qualifications
- Relevant skills
- Range of project experience with a particular emphasis on similar projects

There is a limit of two pages.

3.5 Expression of Interest Checklist

Information	Tick When Completed
Five bound colour hard copies are submitted	
One colour electronic version (PDF format) on disk or thumb drive	
Pre-Qualification Questionnaire completed and signed	
Compliance criteria has been addressed	
Qualitative criteria has been addressed, using the headings provided	

4. Part D - Appendices

4.1 Campus Map – Financial Services Tender Box

If delivering by hand, the Financial Services Tender Box is located in:

Cashiers Desk
South Wing, Ground Floor
Main Administration Building (adjacent to Winthrop Hall)
The University of Western Australia
35 Stirling Highway
Crawley WA 6009

To submit your tender response, please give it to the Cashier who will place your response into the Tender Box.



Tender Box Location

Parking is available by the Visitors Centre and on Fairway (off Stirling Highway).