

# Expression of Interest

## Historical Buildings located at the Ulverstone History Museum

### Guidelines

May 2019

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## 1 INTRODUCTION

The Ulverstone History Museum will be undergoing some changes as it becomes part of a new cultural facility to be developed on the site.

To enable the development of the new building and surrounding landscaping, several of the external buildings that have been placed on the site over the years are required to be removed.

Because of the local significance of the buildings, and to ensure they are appropriately gifted to the Central Coast community, the Central Coast Council will undertake a public expression of interest process to determine organisations or individuals who will receive it.

## 2 TIMEFRAMES

The following schedule outlines the key timings for deliverables as part of the project.

Expression of Interest advertised	1 June 2019
Expression of Interest closes	28 June 2019
Assessment period	2 weeks
Applicants notified of outcome	15 July 2019
Buildings to be removed off the site	30 September 2019

## 3 EVALUATION CRITERIA

Expressions of interest responses will be evaluated against the following criteria:

- Applicant/s heritage link to the building
- Proposed new location for the building and link/s to its original location (prior to it being placed on the current site)
- Community access/use of the building in its new location
- Relocation methodology
- Applicant/s ability to maintain the building in the proposed new location
- Applicant/s capacity to resource the relocation and ongoing maintenance.

## 4 CONTACT

### **Project Manager**

Name: Chris Clark  
Position title: Community Development Group Leader  
Contact details: [chris.clark@centralcoast.tas.gov.au](mailto:chris.clark@centralcoast.tas.gov.au)  
6429 8950

## 5 LODGEMENT DETAILS

The following documents are to be completed and returned:

- Expression of Interest form

Applications are due:

Time: 2.00pm

Date: Friday, 28 June 2019

Email to: [debra.lynch@centralcoast.tas.gov.au](mailto:debra.lynch@centralcoast.tas.gov.au)

or by post to: Central Coast Council  
PO Box 220  
ULVERSTONE TAS 7315

## 6 VIEWING

Prospective applicants wishing to view the buildings can do so by contacting the Central Coast Council's History Museum Co-ordinator, Mrs Brittany Trubody on tel. 6425 3835 or [brittany.trubody@centralcoast.tas.gov.au](mailto:brittany.trubody@centralcoast.tas.gov.au) to arrange a time.

## 7 BUILDINGS

Over the years several local buildings of a historical significance have been relocated to the current Ulverstone History Museum site in Reibey Street. The redevelopment of the site as part of the Ulverstone Cultural Precinct development does not allow for the retention of these buildings and consequently they are to be removed from the site.

The Central Coast Council will support the relocation of the buildings by the waiving of Development Application fees and by providing advice to facilitate the removal of buildings. Relocation will be at the applicant's cost.

<b>Name</b>	<b>Beach House</b>
<b>Image</b>	
<b>Short Summary</b>	The Beach House was a holiday cottage from the 1920s and originally located on Beach Road, Ulverstone. When the property was sold, it was given to the Museum.

**Name  
Image**

### Lead Light



### Short Summary

Lead Light was originally located at the Ulverstone Showground as a directional point to guide or 'lead' the vessels into the Leven River safely.

**Name  
Image**

### Lowana School



### Short Summary

Lowana School was in use from the early 1900s at Gunns Plains, later becoming a Sunday School before being given to the Museum.

Most recently it has been home to the Museum's research library.

**Name  
Image**

### North Motton Railway Station



**Short Summary**

North Motton Railway was used as a shed at a house on Risby Street. When this house was demolished for units, it was given to the Museum.

**Name  
Image**

### Sprent Goal Cells



**Short Summary**

Sprent Gaol Cells date from around the 1930s, a typical country two-room lock up and the same style as the ones in Penguin.

Originally owned by West Ulverstone Police Station from the 1950s, it was no longer required and was given to the Museum.

## 8 CONDITIONS

### *1 Representation*

No representation made by or on behalf of the Council in relation to this EOI (or its subject matter) will be binding on the Council unless the representation is expressly incorporated into any contract(s) ultimately entered into between the Council and an applicant.

### *2 Communication*

#### *2.1 Communication protocol*

All communications relating to this EOI process must be directed to the Project Manager.

#### *2.2 Requests for clarification*

Any questions or requests for clarification or further information regarding this EOI process must be submitted to the Council contact in writing at least 5 working days prior to the EOI closing time.

The Council may make available to other prospective applicants of such a request together with any response, in which event those details shall form part of this EOI.

#### *2.3 Unauthorised communication*

Communications (including promotional or lobbying activities) with staff or Councillors of the Central Coast Council are not permitted during the EOI process except as provided in clause 2.1 above, or otherwise with the prior written consent of the Project Manager.

Nothing in this clause is intended to prevent communications with staff of the Council to the extent that such communications do not relate to this EOI process.

Applicants must not engage in any activities or obtain or provide improper assistance that may be perceived as, or that may have the effect of, influencing the outcome of the EOI process in any way. Such activities or assistance may, in the absolute discretion of the Council, lead to disqualification of an applicant.

#### *2.4 Anti-competitive conduct*

Applicants and their representatives must not engage in any collusion, anti-competitive or similar conduct with any other applicant or person in relation to the preparation, content or lodgement of their application. In addition to any other remedies available to it under law, the Council may, in its

absolute discretion, disqualify an applicant that it believes has engaged in such collusive or anti-competitive conduct.

#### *2.5 Complaints about this Expression of Interest*

An applicant with a complaint about this EOI process which has not been resolved in the first instance with the Project Manager is to direct their complaint to the General Manager.

### *3 Submission*

#### *3.1 Lodgement*

Applications must be lodged by the EOI closing time. The closing time may be extended by the Council in its absolute discretion by providing notice to applicants.

#### *3.2 Late applications*

If an application is lodged after the EOI closing time, it will be disqualified from the EOI process and will be ineligible for consideration unless:

- the applicant can clearly document to the satisfaction of the Council that an event of exceptional circumstances caused the applications to be lodged after the EOI closing time; and
- the Council is satisfied that accepting a late submission would not compromise the integrity of the EOI process.

The Council will inform an applicant whose application response was lodged after the EOI closing time as to whether the application is ineligible for consideration.

#### *3.3 Providing an application*

It is the applicant's responsibility to:

- understand the requirements of this EOI process and any reference documentation;
- ensure that all the information fields on the application form are completed and contain the information requested;
- ensure that their response is in the correct format, complies with all requirements of this EOI and is accurate and complete;
- make their own enquiries and assess all risks regarding this EOI process;
- ensure that it did not rely on any express or implied statement, warranty or representation, whether oral, written or otherwise made by or on

behalf of the Council or its representatives other than any statement, warranty or representation expressly contained in this EOI;

- ensure that they comply with all applicable laws in regard to the EOI process;
- be responsible for all costs and expenses related to the preparation and lodgement of its response, any subsequent negotiation, and any future process connected with or relating to the EOI process.

#### *3.4 Withdrawal of an application*

An applicant who wishes to withdraw a previously submitted response must immediately notify the Council of the fact. Upon receipt of such notification, the organisation will cease to consider the applications.

#### *3.5 Status of application*

Each application constitutes a non-binding proposal by the applicant to the Council to provide the goods and/or services required under and otherwise to satisfy the requirements in accordance this EOI.

#### *3.6 Disclosure of EOI contents*

Applications will be treated as confidential by the organisation. The organisation will not disclose the information contained in an application, except:

- as required by law (including, for the avoidance of doubt, as required under the *Right to Information Act 2009* (Tas);
- for the purpose of investigations by the Australian Competition and Consumer Commission or other government authorities having relevant jurisdiction;
- to external consultants and advisers of the organisation engaged to assist with the EOI process;
- to other government departments or organisations in connection with the subject matter of the EOI process;
- or general information from applicant is required to be disclosed by government policy.

### *4. Evaluation*

#### *4.1 Evaluation process*

Applications will be evaluated in accordance with the evaluation criteria stipulated.

The Council may in its absolute discretion:

- reject any application that does not include all the information requested or is not in the format specified.
- after concluding a preliminary evaluation, reject any application that in its opinion is unacceptable;
- disregard any content in an application that is illegible and will be under no obligation whatsoever to seek clarification from the applicant;
- disqualify an incomplete application or evaluate it solely on the information contained within it;
- alter the structure and/or the timing of the EOI process; and
- vary or extend any time or date specified in this Expression of Interest for all applicants.

## *5 Next stage of the EOI process*

### *5.1 Options available to the Council*

After evaluating all applications, the Council may without limiting other options available to it, do any of the following:

- prepare a short list of applicants and invite further offers from those applicants;
- conduct a subsequent procurement process calling for the goods and/or services or any similar related goods and/or services;
- enter into pre-contractual negotiations with one or more applicants;
- decide not to proceed further with the EOI process or any other procurement process for the goods and/or services; or
- commence a new process for calling for applications on a similar or different basis to that outlined in the original EOI.

## *6 No legally binding contract*

No legal relationship will exist between the Council and a preferred applicant relating to the supply of goods and/or services unless and until such time as a binding contract is executed by both parties.

7 *Council rights*

Notwithstanding anything else in this EOI, and without limiting its rights at law or otherwise, the Council reserves the right, in its absolute discretion at any time, to:

- vary or extend any time or date specified in this Expression of Interest for all or any applicants;
- or terminate the participation of any applicant or any other person in the EOI process.

8 *Governing Law*

This Expression of Interest process is governed by the laws applying in the State of Tasmania. Each applicant must comply with all relevant laws in preparing and lodging its application and in taking part in the EOI process.