

Expression of Interest

Bombala Laundromat | Therry Street Bombala

Record of versions

Version	Date Published	Reason for Amendments	Resolution	Author or Document Owner
1	21 January 2023	New Document	362/22	Coordinator Community Facilities
2	15 July 2024	Updated EOI	20 June 2024	Manager Community Services

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1 Background

Snowy Monaro Regional Council (SMRC) is seeking expressions of interest (EOI) from parties with the capacity and capability to enter a licence agreement to operate the Bombala Laundromat. This period of the license allowed for under this EOI is for a period of 12 months only. No option is included or offered past this 12 month licence period.

Located on Therry Street, Bombala, the laundromat is located on Crown Land and has been serving the public and tourists for over 12 years. It includes the following amenities:

- Cold Water and Power
- Seating

It is SMRC intention to provide hot water to the site if a suitable EOI is agreed to and licence is issued. Operating costs have not been estimated for this however the use of hot water is essential for infection prevention and control in accordance with relevant Australian Standards. Dryers and Machines are to be provided by the licensee at their own cost.

SMRC believes that licensing the laundromat will help address the strategic direction of meeting the current and future needs of the community by improving its quality and usage.

Key stakeholders include local businesses and the community. The successful licensee will be expected to maintain and operate the laundromat for the benefit of all stakeholders in the region. The licence agreement will require the licensee to meet minimum standards as detailed in the *Australia/New Zealand Laundry Practice AS/NZS 4146:2000* and undertake ongoing maintenance as required to the infrastructure.

2 EOI Process

EOI Advertised: Friday, 9 August 2024

Registration: Interested parties should email simone.ward@snowymonaro.nsw.gov.au to express their interest in registering

On-Site Inspection: 9am, Monday, 19 August 2024. Attendance must be registered via email to simone.ward@snowymonaro.nsw.gov.au no later than 9am, Friday, 16 August 2024

Clarification Questions Submission Deadline: 4pm, Friday, 23 August 2024

Clarification Answers Provided By: 4pm, Monday, 27 August 2024

EOI Responses Submission Deadline: Before 12pm, Friday, 6 September 2024 to Simone.Ward@snowymonaro.nsw.gov.au

3 Submission Requirements

SMRC invites suitable parties to submit a response to this EOI. Responses must address the following criteria:

1. **Operational Model:** Describe the proposed operational model that best delivers services to the Bombala community and provides an opportunity to run a business. The laundromat must remain open to stakeholders for the duration of the licence. The following is required:
 - Cost per use (Wash and Dry) for the customer
 - Cost to run the facility i.e. cost to licence holder per use

- Estimated annual utility costs including rates
 - Hours of operation
 - Resourcing model
 - Anything else relevant to operations
2. **Upgrades and Maintenance:** Detail any upgrades that will be undertaken and the commitment to ongoing maintenance.
 3. **Financial Offer:** Provide an indicative, non-binding financial offer for example rental per licence term.
 4. **Licence Term:** 12 months only with no confirmation to extend without going back out for another EOI.

4 Expression of Interest Terms and Conditions

General Conditions

1. Responses must comply with the requirements set out in this EOI and the conditions listed below. Non-compliant responses may be considered or set aside at SMRC's sole discretion.
2. By submitting a response, Respondents are deemed to have:
 - Examined the EOI and any other information provided for the purpose of registering a response
 - Examined all relevant information on risks, contingencies, and other matters affecting their response
 - Examined statutory requirements and ensured they are not engaging in anti-competitive, collusive, deceptive, or misleading practices
 - Verified the correctness and sufficiency of their response
3. Respondents must provide proof of their legal status in their responses.

Reservations

1. This EOI is for information purposes only and does not constitute an offer. Other than the Respondent's acceptance of these terms, it is not intended to create any legal rights or obligations.
2. Respondents must make their own enquiries and seek advice regarding the assets and this EOI opportunity.
3. SMRC reserves the right to modify, suspend, terminate, or delay the selection process and/or terms and conditions set out in this EOI, to issue addenda, or to elect not to proceed with a licence agreement. SMRC is not liable for any loss suffered by any Respondent due to these actions.
4. SMRC is not obligated to accept or select any responses. SMRC reserves the right to accept responses for some but not all of the scope of activity described, to shortlist one, more than one, or no organisation based on the responses received. SMRC may consider any response regardless of its conformity to this EOI, advertise further EOIs, and negotiate with any party outside this EOI.
5. SMRC reserves the right to invite other interested parties to submit responses, shortlist any number of parties, deal with different parties on different bases, deal exclusively with one or more parties, and negotiate with any one or more parties.

6. SMRC may engage a third party to assess a Respondent's financial, technical, planning, and resource capabilities.
7. SMRC may seek clarification or further information in relation to any response.
8. To the extent permitted by law, neither SMRC nor its employees or consultants shall be liable to any Respondent or any other person for any loss, expense, damage, or other liability arising from or incurred as a result of anything contained in (or omitted from) the information provided in this EOI.
9. SMRC makes no representation or warranty as to the significance, adequacy, accuracy, currency, reliability, or completeness of any information provided in this EOI.
10. SMRC will not be liable to pay or reimburse any costs or expenses incurred by any Respondent in preparing and submitting a response or in negotiating with SMRC in relation to their response.

Use and Ownership of Responses

Ownership of Responses

1. All responses and accompanying documentation submitted in response to this EOI, including all intellectual property, become the property of SMRC. If a response includes pre-existing material with third-party intellectual property, the Respondent grants a licence to SMRC to use such intellectual property.

Ownership of Information

1. All information, reports, or data provided to Respondents by SMRC are owned by SMRC. Respondents shall not use the information other than in developing their EOI response without written approval from SMRC.

Use of Responses

1. By submitting a response, each Respondent acknowledges and agrees that SMRC may use the response for the following purposes:
 - To assess all responses received by SMRC, in accordance with this EOI
 - To prepare an invitation for selected Respondents to make a proposal based on more detailed specifications or criteria
 - To seek further information or clarification from a Respondent on any matter addressed in their response

Disclosure

1. SMRC reserves the right to publish or disclose the names of successful and/or unsuccessful Respondents and the terms of any contract entered into, subject to any information SMRC agrees to keep confidential.
2. By submitting their response, each Respondent grants SMRC permission to reproduce their response for review purposes and to determine SMRC's final requirements for any future procurement process. Responses will be treated as confidential by SMRC, except as required by law, for investigations by relevant authorities, to external consultants and advisors, to other government departments or agencies, or as required by government policy.