

REQUEST FOR PROPOSAL FORM

PLEASE COMPLETE EACH SECTION

LEAH'S YARD HEART OF THE CITY SHEFFIELD

CLOSING DATE - NOON (12:00) – FRIDAY 28TH AUGUST 2020

Leah's Yard, Cambridge Street, Heart of the City II, Sheffield

Leah's Yard offers a superb opportunity for an imaginative mix of uses that secures a sustainable future for this historic Listed building.

The Opportunity:

We are appointed to seek expressions of interest as **the first stage of a two-stage process** to select an appropriate party to bring forward the refurbishment and reuse of the property.

The technical information pack sets out the specification of the initial works that the Landlord is proposing to carry out.

We are seeking proposals which set out how interested parties would bring new life into the building and an indication of how these would be funded.

We are not seeking formal financial offers at this stage, however clarity will be required in respect of the ability of bidders to deliver on their plans together with an indication of the level of rent or premium which will be paid to the Council. This will be required in more detail at Stage 2.

The environmental and social impacts of proposals and the track record of potential bidders will be an important element of the Council's decision.



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Timeframe and submissions:

- The property will be formally marketed from the 6th July to the 28th August 2020. Viewings and access to the data room can be arranged by contacting the retained agent, Tim Bottrill at Colloco (tim@colloco.co)

- Offers will be submitted no later than 12:00 noon on the 28th August 2020. Offers should be submitted to:

Queensberry

C/O Andrew Davison

3rd Floor, 1-3 East Parade

Sheffield

S1 2ET

adavison@Queensberryrealestate.com

- The Offer Form requests information on the proposed use and indicative scope of works; indication of rent or premium or how this will be calculated; track record of the bidder and operational plans; confirmation of intended funding source(s) for works and availability.
- Parties are also able to submit further information and documents to support their bid including copies of any Social, Environmental and Ethical policies of the bidder.
- The Council will be seeking occupiers who are good employers. Proposals that demonstrate having or working toward Real Living Wage accreditation, Employee Owned Businesses or other related schemes will be welcomed.
- The proposals will be assessed both in terms of quality (including sustainability, social value and local economic impact) and price with a weighting at this stage of 60% quality and 40% financial proposal.
- Any operator will need to demonstrate a track record of delivering projects of this nature and how their use will fit in within the Heart of the City development and the wider city. Please note parties could be asked to submit further information to support their proposal and may be invited to attend an interview.



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PARTY Name / Company Name	
Address	
Lead Contact	
Telephone Number	
Email	
VAT Number	
Accounts	<i>Please supply last 3 years audited accounts - If these are not available a supporting document outlining the funding behind your proposal will be required.</i>
PROFESSIONAL TEAM Architect / Advisers / Agent	
PROPOSAL & INTENDED USE <i>Please describe your proposed use of the building and provide documents to support the proposal such as plans, images and any marketing ideas</i>	
IMPACT <i>How do you see your business impacting positively on Heart of The City and the wider Sheffield City Centre?</i>	

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FINANCIAL PROPOSAL <i>Indicative financial proposal required for this Stage One. This should include how the proposed deal might be structured.</i>							
WORKS <i>Outline the works that are intended/required over and above those to be provided by the Landlord and who will be funding them. Detailed proposals are not required at this stage but would enhance your offer.</i>							
BUSINESS PLAN <i>Indicative business plan required including potential turnover projections.</i>							
CONDITIONS							
TRACK RECORD							
KEY DATES	<table border="1"><thead><tr><th>Item</th><th>Timescale</th></tr></thead><tbody><tr><td>RFP Deadline</td><td>28th August 2020</td></tr><tr><td>Stage One Decision</td><td>Early November 2020</td></tr></tbody></table>	Item	Timescale	RFP Deadline	28 th August 2020	Stage One Decision	Early November 2020
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	RFP Deadline	28 th August 2020					
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For Agent use: Date offer received: _____ Reported to: _____							

