



City of
LAUNCESTON

ARCHITECTURAL DESIGN BRIEFING

Stage 3

ALBERT HALL

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**COMMERCIAL
PROJECT
DELIVERY**

Project + Development +
Construction Management

Client: Launceston City Council
Project: Albert Hall Renewal Project

Prepared by: **David Rodman**
Reviewer: **Sam Tucker**

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1. STAGE 3 – SHORTLIST CONCEPT DESIGNS

Shortlist Engagement

Congratulations on being shortlisted via the stage 1 tender process. You are now invited to participate in detailed concept design submissions.

You will be commissioned to submit design concepts on a commercial basis with up to \$10,000 (ex GST) to be paid by the City of Launceston to produce detailed concept designs and costings. It is expected that Independent high-level budget validation of the design will be undertaken by a registered Quantity Surveyor and paid for by each Architect out of this commission.

Timing

Each architect shortlisted will be given an opportunity to have a Q & A session with the Client Team. These times will be arranged by Jonathan Downes (City of Launceston Procurement Team Leader). The intent of this is to ensure that each party is proceeding with clarity and making sure the design brief is responded to as thoroughly as possible. Further question may be asked through David Rodman beyond this point.

The final submission is to be made on Friday 12th February 2021. It is expected you would present your submission in person in the week commencing 15th February 2021.

It is expected that a decision will be reached, and all tenderers notified of the outcome by 12th March 2020.

Should tenderers wish, the Client team will be available to provide interim feedback of their design in an optional feedback session to be arranged post tender.

Requirements

Mandatory requirements that must be met include submission of all deliverables as set out in this document below by the specified closing dates and which are consistent with the Design Brief and Budget, plus returning all relevant Tender return schedules from the Tender Package.

Respect for the conditions

By responding to and submitting Tenders accordingly, this is deemed as acceptance of all the conditions of the Tender as issued.

Copyright

Tenderers retain copyright to their submission. The City of Launceston may make certain uses of the work submitted including photographic or other recording of the submissions for archival, design development, planning submissions and publicity purposes.

Moral right

The tenderers must clearly define their requirements for attribution of their work in the tender submission and take responsibility that the attribution requested is agreed to by all holders of moral rights in the design.

Use of Features from Unsuccessful Designs

Features from unsuccessful submissions will not be incorporated into the project without the permission of the author of that specific feature.

Lodging submissions

Submissions

It is the tenderer’s responsibility to wrap and ship design submissions so that they arrive intact and on time. The City of Launceston disclaims any responsibility for loss or damage of designs in transit. All submissions will be stored in a secure place at the City of Launceston. Tenderers are advised to make copies of their submissions before dispatch so that they will have a record of their work.

Disqualification

A Tenderer faces disqualification of a submission that fails to meet the mandatory requirements set out in the Tender Package general conditions. It is the Panel Chair’s role to disqualify submissions that fail to meet the conditions. The Chair is yet to be nominated.

Client Feedback

Verbal feedback will be provided by the client team if unsuccessful

Authority of the Panel

All parties involved will be bound by the panel’s decision.

Appointment of Architect

The successful architect will be offered the opportunity to prepare plans and coordinate a design team in preparation for the submission of a development application to the City of Launceston.

Please note these works will commence immediately upon award of this Tender outcome.



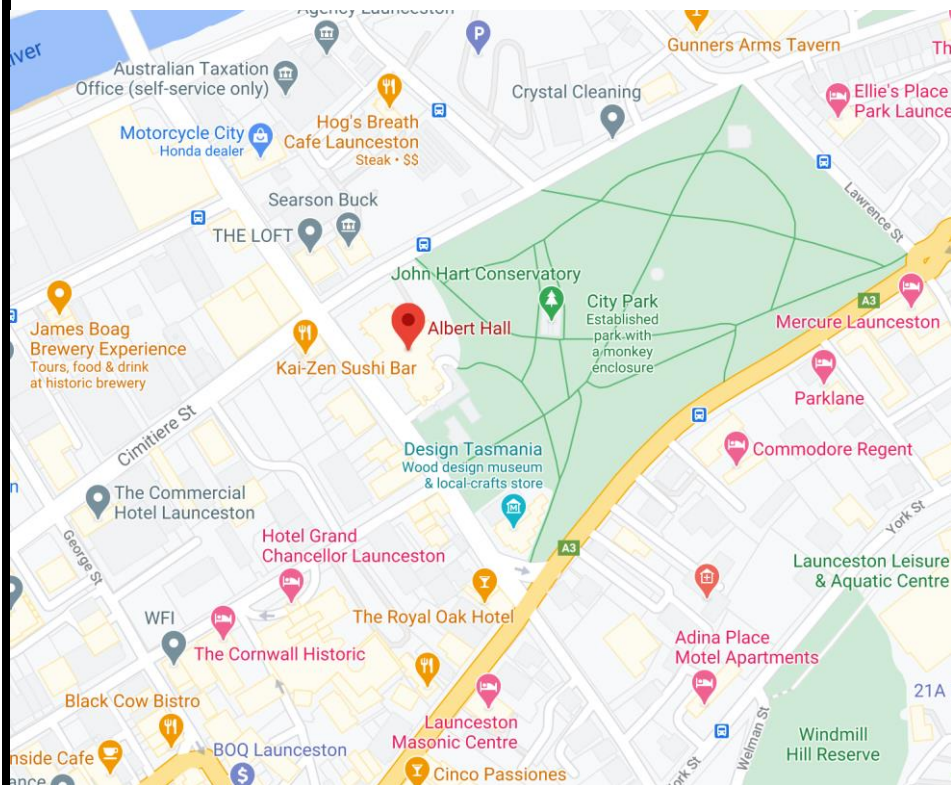
2. SITE HISTORY & INFORMATION

History

The Albert Hall was a purpose-built facility to hold the Tasmanian Industrial Exhibition commencing in November 1881 for a total cost of almost £12,000 . The hall was designed by John Duncan for a fee of £25 and construction commenced in 1889 with the Mayor Samuel Sutton laying the foundation stone on the 2nd April 1890. Construction was undertaken by J T Farmilo who had a timber and building yard located across the road from the site with J & T Gunn a prominent local contractor as the principal sub-contractor. Jory and Campbell were a key source of materials for the project manufacturing and supplying 750,000 bricks. At the time of completion, the Albert Hall was the eleventh largest public hall in the world.

Location

Albert Hall is located on the corner of Tamar and Cimiterie Street at 47 Tamar Street, Launceston, TAS 7250



The Facility

The Hall currently has numerous facilities available for hire which include the following as stated on the website:

- Main Hall - seating capacity of approximately 1,100, 15.5m x 18m stage, Brindley Organ;
- Tamar Valley Room – 60 people for formal functions or 90 theatre style. Has a balcony overlooking city park as well as dated kitchen and bar rooms with minimal equipment and a small en-suite. The room can be split in 2 with an operable wall;
- Pioneer Lobby – is in the 1980's addition to the hall, has high level ceilings and glass external walls floor to ceiling. The room has a bar and is used for cocktail parties and intimate dinners;
- John Duncan Room – 60 people for formal functions or 90 theatre style with a raised stage and large screen. Has dated bar and kitchen with minimal facilities; and
- Victoria's Café – located between the main hall and the park with functioning commercial kitchen as well as patisseries, coffee and full bar facilities.

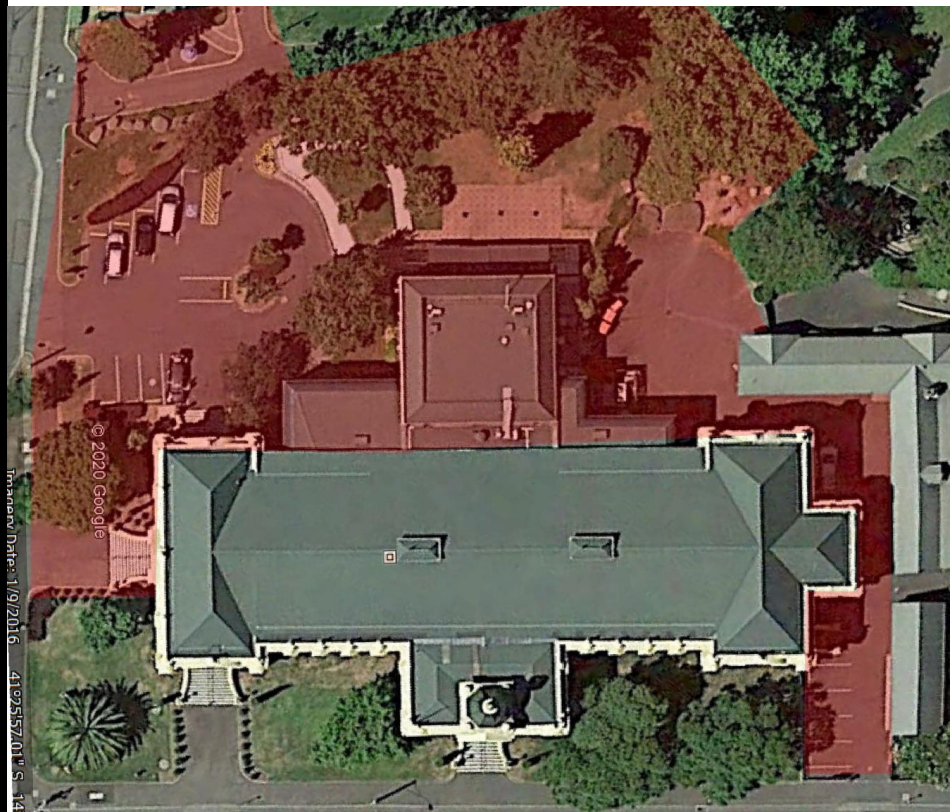
Current Use

The Albert Hall is currently operated by TLA who own and run Victoria's Café as well as manage the hiring of the hall and ancillary facilities.

The Hall is currently used for a range of events including but not limited to:

- Exhibitions;
- Formal Dinners;
- Comedy & Musical Performances;
- Orchestra Performances;
- Dance Performances;
- Speech Nights;
- University Graduations;
- School Formals, Speech's & Shows;
- Citizenship Ceremonies; and
- Church Services.

**Proposed
Footprint**



The above outlines the general area available for works to be undertaken. This is an indication only and will be highly dependent on design concepts proposed. Works are not required to encompass this entire space.



3. THE DESIGN BRIEF

Renewal Project Brief and Aims

The Project Brief as defined in the Federal funding Deed for the Albert Hall Renewal Project is:

“To establish a cultural destination for the communities of Northern Tasmania and to increase tourism to the region”

In order to achieve this brief several project aims have been developed which are:

1. Enhance User’s Experience of Albert Hall
2. Increase flexibility of the various spaces within the Hall to attract new users
3. Retain the Heritage Significance of the Hall
4. Create a more sustainable asset for the City of Launceston

Design intent and space requirements

This package of works is a portion of the entire Albert Hall Renewal Project. Stakeholder engagement was used to develop the following design brief for this package in order to achieve the aims of the project brief:

- Create a defined “Main Entrance” for the Hall that incorporates equal access to the Hall for all users including those with vision and hearing impediments;
- Incorporate an adequately sized, functional foyer to the defined main entrance that includes a box office for event ticket sales. Space could double as additional exhibition space if required.
- Redesign the conference and café extensions to the eastern side of the Hall to create better heritage and strategic outcomes for the Hall
- Increase connection between Albert Hall and City Park to promote synergy between the use of the Hall and the Park;
- Improved loading dock functionality and adequate vehicle access for setting up of equipment for various events;
- Provide flexibility of operations between Hall functions and Café by providing:
 - o Standalone basic Kitchen facilities for the Café; and
 - o Separate space for heating and plating of food for Hall functions that has adequate space and provision for services to be seamlessly converted to a commercial kitchen by future operator if desired
- Provide the use of modern technology throughout the redeveloped space that would be reasonably expected for modern day professional spaces

- Improve operational and environmental sustainability of the Hall and its facilities;
- Redevelopment should complement and provide flexibility for the current uses of the Hall with the addition of larger touring shows such as comedy, music and other performances;
- Smaller Works packages will be undertaken in the Hall between now and 2022 which will require co-ordination with this works package. Where practical some of these packages may be incorporated into this design package as additional works. These works will be co-ordinated with and compliment this design package and will include but are not limited to:
 - o Review and update Conservation Management plan
 - o Upgrade heating to the Hall
 - o Refurbishment of John Duncan Room (level 1 northern end)
 - o Upgrade audio, visual, lighting, WIFI and other services to main hall
 - o External fabric and roof renewal
 - o Hall Balcony upgrade
 - o Upgrade stage access and dressing rooms
 - o Upgrade toilet facilities and bring up to ground floor where possible
 - o Disability access including ramps, sounders, lighting and braille signage

Stage 2 Evaluation

The criteria that the City of Launceston will use in evaluating the submissions:

- Conformance with design objectives and incorporation of as many items as possible
- Aesthetic appeal and impact on Heritage Significance of hall, particularly of the building façade and quality of Images in submission
- Operational functionality and how the proposed new development relates to the original Hall complex.
- Production of a concept design that achieves the cost of construction outcomes that are required to ensure feasibility of the project.
- Overall Design and full Professional Fees. Schedule to be provided to shortlisted Tenderers.

Site Visit & Contact Information

To arrange a site, visit please contact David Rodman of Commercial Project Delivery on 0448 992 101 or email david@cpdelivery.com.au

4. PROJECT BUDGET & TIMELINE

Budget Limit	Tenderers must not exceed a construction budget of \$6M with their designs.
Mandatory budget requirements	Tenderers are required to provide independent budget validation for their submitted design by a Registered Quantity Surveyor or other suitably qualified person. This validation should be provided as part of the final submission. If the design exceeds the budget limit, then Tenderers may be asked to amend their design to comply with the Budget Limit for no extra fee and be disqualified if they fail to do so.
Project Milestones	<p>Architect & Design Team engaged – March 2021</p> <p>Development Application Submitted – July 2021</p> <p>Construction Tender - December 2021</p> <p>Construction Completion – November 2022</p>

5. STAGE 3 SUBMISSION REQUIREMENTS

Requirements	<p>Suitable submissions should include:</p> <ul style="list-style-type: none"> - Design Drawings, Renders and Explanatory Notes complying with the details set out below. - Proposed project subconsultant team. - Estimated Construction timeframe for submitted design - Fee proposal for full design of the project as detailed below. This fee should include Architectural fees submitted in stage 1 with all additional sub-consultants required. <p>PLEASE NOTE: Council are running a concurrent tender for the development of a new Conservation Management Plan. The consultant who undertakes this work will be engaged by the council to act as a heritage advisor to the design team. Therefore the inclusion of an external heritage advisor is not mandatory in the fee submission.</p>
Fee Proposal Structure	<ul style="list-style-type: none"> - QS validation that concept design is within \$6m Construction Budget <p>The fee proposal is expected to be itemised to outline the below structure,</p> <ul style="list-style-type: none"> - Concept Design - Schematic Design - Development Application

Design Role

- Contract Documentation
 - o B.A and tendering docs
 - o Construction Issue Documentation
- DWG files to be issued to Principal Contractor for purposes of shop drawing preparation and O&M manuals
- Construction Period Superintendent role (TBC by City of Launceston)

Drawings

The Architect will take the role of Lead consultant. They will be required to engage and co-ordinate all sub consultants required to deliver the project (Excluding Town planning & QS other than validation of design stage 2 submission). Please note: Within the stage 2 design submission, all sub consultants are required to be identified with associated costs disclosed.

Architect will be expected to provide all relevant documentation and complete the below phases of the project,

As below, but not limited to;

- Concept Design
- Design Development
- Development application documentation
(Town Planning & D.A lodgement by others)
- B.A and tendering documents
- Construction Issue Documentation
- As built Drawings and DWG files upon completion and where required by contractors
- Construction period advice and consultation (At an Hourly rate)
- Provide a fee to undertake the role of Superintendent to construction contract (Superintendent to be appointed at the City of Launceston's discretion)
- Allowance for all site inspections throughout the design period, where required
- Attendance of fortnightly site meetings during construction.
- All relevant sub consultant documentation, drawings and relevant reports (fee to be provided in stage 2 portion of tender)

Heritage Significance

It is important that the Heritage significance of the Hall and it's history is understood by tenderers. Fee proposals must include relevant allowances for consultation with Heritage Tasmania and other relevant authorities and include allowance for the complexities associated with such significant projects. A conservation management plan exists for both the Hall and the City Park which should be read and understood. Please note, that in parallel

	with this process an updated conservation management plan is in the process of being commissioned for the Hall.
Drawings	<p>Drawings to be 1:100 scale at A1 size with 3 printed sets and pdf files of the following documents:</p> <ul style="list-style-type: none"> • Floor plans to all levels. • Elevations • Sections demonstrating key components where required
Renders	<p>3 printed sets and pdf files of the following renders:</p> <ul style="list-style-type: none"> • Exterior and interior renders sufficient to give sense of the overall design and how it links with existing building and landscape
Explanatory Drawings, Diagrams or Statements of Design Philosophy	<p>Explanatory drawings or diagrams and a statement of design philosophy will be viewed as a helpful part of the submission. This information should include Heritage considerations and any consultation that has occurred during concept stage.</p>
Construction and Innovation	<p>Tenderers are asked to provide information on construction methodology of their design to the extent that innovative or sustainable components are proposed.</p>
Budget estimate	<p>Tenderers should provide an estimate of the total construction cost, undertaken by an independent suitably qualified party, of their designs as part of the design submission. Construction contract will likely be fixed lump sum AS2124.</p>
Programme	<p>Tenderers must provide an estimated project programme including completion of concept design, design development, development application, construction documentation, building application, tender package documentation, and as-built plans.</p>

Fee Proposal

Tenderers must provide a fee proposal to include the Architectural Fee previously proposed but to include the addition of all relevant sub consultants that will be required for the project.

Please note: Council are running a concurrent tender for the development of a new Conservation Management Plan. The consultant who undertakes this work will be engaged by the council to act as a heritage advisor to the design team. Therefore the inclusion of an external heritage advisor is not mandatory in the fee submission.

Fee proposal should be set out as presented in stage 1 with the inclusion of a fee matrix detailing all sub consultant costs.

Confidentiality

The submissions of a tenderer must not be disclosed to any other tenderer during the tender period.





CONTACT

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