



Call for Submissions for Social Housing (CFS-SH)

Reference No. HOU9681012A24

Part 1: Guidelines

Lodgement of Submission

Closing date: 2 July 2025 (or earlier at the discretion of the Department of Communities)

Please note that the intention is for this Call for Submissions (CFS) to be renewed on an annual basis. The above date should not be considered as a final closing date unless otherwise advised.

Please contact the Department of Communities (Communities) to discuss CFS timeframes.

Time: Before 2:30pm WST

Lodgement: Submissions to be lodged to the CFS-SH Inbox by emailing
SocialHousingEOI@communities.wa.gov.au with a link to a secure OneDrive containing the submitted documents.

Last updated: 30 June 2024

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Definitions

Addenda means modifications or clarifications to these Guidelines issued by Communities.

Building Code of Australia means the prevailing Building Code of Australia as produced and maintained by the Australian Building Codes Board and BCA shall have the same meaning.

Business day means a day other than a Saturday, Sunday or public holiday in Western Australia.

Category A has the meaning given to that term in [section 2.3\(a\)](#).

Category B has the meaning given to that term in [section 2.3\(b\)](#).

CFS Acronym for 'Call for Submissions'.

Closing date means the closing date for lodging Submissions pursuant to these Guidelines as set out in [section 4.7](#).

Communities means Department of Communities.

Conditions of Submission includes the instructions to Respondents contained throughout Part 1 of these Guidelines and the terms and conditions set out in Part 3.

Contract means the legal contract(s) between the Successful Respondent(s) and the Housing Authority for the purchase and/or development of dwellings which are the subject of a Submission.

Department means the Department of Communities, within which the Housing Authority operates.

Evaluation Panel means the panel or panels (as the context requires) appointed by Communities to undertake evaluation of the Submissions from time to time.

Evaluation Process means the flexible process outlined in [section 6](#) of these Guidelines by which Communities may consider and evaluate Submissions which as a minimum, meet the qualifying criteria.

Fully Enclosed Covered Area (FECA) is measured to the normal inside face of external walls. Note that FECA does not include the area of the store room under the main roof, or unenclosed areas such as porches, verandas, enclosed garages, carports, patios etc.

Guidelines means this Call for Submissions for Social Housing (ref: HOU9681012A24).

HAC - Housing Authority Construct contract.

HADC - Housing Authority Design and Construct contract.

Housing Authority means the Housing Authority, a body corporate established under the Housing Act 1980 (WA), operating within the Department of Communities.

Livable Design as defined by [Livable Housing Australia](#).

NatHERS means the [Nationwide House Energy Rating Scheme](#) and is a star rating system (out of ten) that rates the energy efficiency of a home, based on its design.

National Construction Code is Australia's primary set of technical design and construction provisions for buildings. As a performance-based code, it sets the minimum required level for the safety, health, amenity, accessibility and sustainability of certain buildings. The Australian Building Codes Board, on behalf of the Australian Government and each State and Territory government, produces and maintains the [National Construction Code](#).

Probity adviser means the probity adviser that may be engaged for the Evaluation Process as referred to in these Guidelines.

Qualifying criteria means the qualifying criteria listed in [section 6.1](#) of these Guidelines.

Respondent means the legal entity/entities lodging a Submission in response to these Guidelines.

Social Housing refers to subsidised medium to long term housing owned by the Housing Authority and operated by Communities, available to very low to low income households (Public Housing) and housing that may be Government owned or not for profit owned, and is managed by Community Housing Providers, as a medium to long term housing option for people who meet certain eligibility criteria (Community Housing).

Submission means a submission for Social Housing lodged with the Housing Authority in response to and in accordance with these Guidelines.

Submission checklist means the submission checklist contained in the Submission form in Part 2 of these Guidelines.

Submission form means a completed form to be lodged by a Respondent in the form set out in Part 2 of these Guidelines.

Successful Respondents means those Respondents whose Submissions are determined by Communities (at Communities' sole and absolute discretion) to meet Communities' requirements and preferences as set out in these Guidelines and with whom the Housing Authority enters into a contract to procure housing.

Sustainable development aims to meet the present day needs for housing, working environments, recreation and infrastructure without compromising future generations to meet these needs. Sustainable development considers the environmental, economic, social and cultural opportunities in projects and programs to provide built environments that enrich people's lives and do not have a detrimental impact on the health of the ecosystem.

Turnkey dwellings are ready for occupation at handover of keys. That is, newly constructed dwellings that require no further work by Communities or its clients. Electricity and water must be connected, all fittings and fixtures must be installed and comply with relevant standards, and manufacturer's specifications and instructions. Provision for phone and internet services, registration with the infrastructure provider and NBN preinstallation must be undertaken prior to handover.

1 Introduction

1.1 Background

Communities is committed to creating vibrant and inclusive communities and has a unique opportunity to bring about true and lasting social change. The Housing Authority, operating within Communities, is the contracting entity.

Communities has issued these Guidelines to stimulate, guide and facilitate constructive and focused engagement between Communities and the property development and construction industry to increase the supply and diversity of housing in Western Australia, specifically through infill developments of up to 30 dwellings. Communities' objective is to provide a range of new sustainable Social Housing in Perth and the Regions. The purpose of these Guidelines is to provide an opportunity to industry to bring Submissions to government and to work with Communities through early engagement to achieve its objectives. It is expected that this approach will deliver improved social, cultural, environmental and economic housing outcomes for the community and better value-for-money for Communities.

Communities is seeking to procure dwellings to use for Social Housing. It is seeking to engage early with Respondents at the pre-purchase and concept phase or with Respondents offering part constructed new dwellings or sites with an existing planning approval and no constraint that would impede the delivery of social housing on the site. Respondents seeking to offer fully constructed new dwellings should contact Communities (SocialHousingEOI@communities.wa.gov.au) to determine whether a Submission would be considered through this CFS process or through Communities' spot-purchase program.

These Guidelines emphasise the expansion of the volume and diversity of housing, matching product with housing need in specific locations and offering well-located sites in terms of amenity and proximity to major activity centres (e.g. public transport, employment and services), sustainable and liveable design features and optimal return on the State Government's investment.

1.2 Strategic context

The State Government is committed to increasing the availability of social and affordable housing in Western Australia. The *WA Housing Strategy 2020-2030* sets clear targets to create a more agile housing system that can respond to current and future need. The current priority is to increase the supply of social housing and submissions lodged under this CFS should be limited to this objective.

The general purpose of these Guidelines is to:

- Encourage the private sector to present Submissions that represent value-for-money, achieve sustainable development outcomes, and offer innovative, well-designed housing for consideration by Communities.
- Outline Communities' requirements and preferences for social housing and to assist the private sector to prepare Submissions that meet the requirements.
- Establish a framework for a flexible commercial selection process designed to facilitate early, focussed engagement and dialogue between Communities and industry.

1.3 The opportunity

Prospective Respondents are invited to work collaboratively with Communities to prepare and lodge Submissions for grouped and multiple dwelling (apartments) residential infill developments. These should seek to deliver well-designed and well-located value-for-money social housing in metropolitan Perth or regional Western Australia.

Submissions may be for housing on land that is:

- owned or controlled by the Respondent ([Category A](#))
- identified but not owned or controlled by the Respondent ([Category B](#)). See [section 2.3](#) for more details on categories.

More generally, Communities invite Submissions that:

- Offer value-for-money through low ongoing holding costs of housing assets, to be achieved through innovation, such as housing design and the use of alternate materials.
- Offer prices at or below the overall median price for the city/region.
- May be innovative in respect of financial and contractual arrangements and seek to balance risk sharing where appropriate.
- Employ a range of sustainable development initiatives, such as a 7-star NatHERS rating, energy and water efficient equipment and features, and all electric developments.
- Provide attractive, well-designed and flexible housing products as set out in [section 2.5 - Design guidelines and housing specification requirements](#).

2 Scope and requirements

2.1 General

Under these Guidelines, Communities seek to procure social housing to support its objectives.

Prospective Respondents are invited to lodge Submissions:

- For the construction or off-the-plan purchase of dwellings on land classed under Categories A or B (see [section 2.3](#)) which demonstrate high-quality design in terms of layouts, elevations, sustainability, flexibility, reproducibility, material usage, specification and low ongoing maintenance costs.
- For partially complete developments suitable for social housing purposes.
- For the construction or off-the-plan purchase of grouped or multiple dwellings (as defined in the R-Codes) in infill locations around metropolitan Perth and regional Western Australia where there is a demand for social housing (see [section 2.4](#)).
- For a range and mix of housing types and configurations that are designed to be suitable for different infill locations (see [section 2.6](#)).
- Which address Communities' design guidelines and housing specification requirements (see [section 2.5](#)).
- Which present an acceptable overall risk profile to Communities in terms of its social and financial objectives as outlined in these Guidelines.

Prior to lodging a submission, Respondents must engage with Communities by emailing SocialHousingEOI@communities.wa.gov.au, to discuss Submission requirements and preferences as outlined in these Guidelines.

2.2 Respondent eligibility

Communities will consider Submissions from a wide range of Respondents in the property and construction industry. Respondents could include, but are not necessarily limited to:

- developers
- building contractors
- property owners
- property funds
- receivers
- Banks/financiers.

Communities will consider Submissions from single entities, partnerships or consortia. A Respondent may appoint an agent to act on their behalf but must provide relevant information and demonstrate proof of agency in the Submission.

2.3 Land

Submissions are sought for the construction of dwellings on land that is owned or controlled by the Respondent, for example land under option or land under long-term leasehold (Category A) identified but not owned or controlled by the Respondent, for example Crown land or Communities owned land (Category B).

Category A Submissions must involve land over which the Respondent has control. Control may include full ownership, an option to purchase the land, a conditional or unconditional contract for sale or evidence of advanced negotiations with the current landowner satisfactory to Communities. The Respondent should be able to demonstrate ongoing control over the land to cover the evaluation period. Communities may consider purchasing the land directly provided initial feasibility determines a viable outcome can be achieved.

Land intended to be acquired by Communities will be subject to:

- an initial 45-day due diligence period
- a further 30 days post due diligence may apply thereafter.

Respondents are encouraged to present off-market opportunities, if the property owner has provided their consent and confirmation that the property is available for sale.

Submissions should involve land that is suitable for the construction of housing. If a Submission involves land that has a history of contamination but has since been remediated, the Respondent will need to demonstrate to Communities' satisfaction that the land is fully remediated and suitable for residential use.

Respondents who have identified land owned by Communities and are looking to submit Category B submissions should first confirm that the subject land is available, and recognise and acknowledge in their Submission that:

- the value of the land must be factored into the submission as a land value cost to the project.
- Communities will utilise case by case discretion when approving Communities owned land to form part of a Submission and may reject a Submission for any reason.

2.4 Location and amenities

Submissions are invited for housing across the Perth metropolitan area and in regional cities and towns across Western Australia. Communities has provided a guide as to its preferred metropolitan locations in [Appendix 1](#). This reflects the desire for housing delivered under the program to be located in appropriately zoned infill areas and avoid areas of existing high public housing density.

Communities is seeking to procure housing in locations with a high level of amenity to assist with reducing the cost of living, including locations with proximity to:

- public transport, especially rail and high frequency bus routes
- shopping, medical and activity centres
- other forms of established infrastructure including educational and leisure facilities.

2.5 Design guidelines and housing specifications

Respondents must only lodge Submissions for [‘turnkey’](#) housing solutions.

Communities Design Briefs are to be applied in conjunction with State Planning Policy 7.3 and any relevant Local Government policies.

Proposed developments are to deliver all dwellings to the Silver Level of the Livable Housing Australia (LHA) Livable Housing Design (LHD) Guidelines. Communities may seek higher levels of liveability standards within a development. Consideration will be given where site conditions or development constraints preclude compliance.

Submissions must demonstrate compliance with the following (as appropriate), which form part of these Guidelines:

- [Department of Communities Design Brief - Apartments](#)
- [Department of Communities Design Brief - Single & Grouped Dwellings](#)
- [Livable Housing Design Guidelines – Silver Level](#)
- [State Planning Policy 7.3 Residential Design Codes](#)

Note: Amended Residential Design Codes became operational on 10 April 2024.

[Construction Specification documents](#) detail the minimum requirements:

- [Construction Specification – BCA Class 2 and 3 buildings – Single and Grouped Dwellings](#)
- [Construction Specification – BCA Class 1 and 10 buildings](#)
- [Construction Specification Supplement 1 - Wind Regions C and D](#)
- [Design and Construct Specification - Prefabricated Housing](#)

Respondents should note the emphasis on long term durability of materials and low-cost maintenance of assets when selecting fittings and finishes.

2.6 Number and type of dwellings

Communities is targeting grouped and multiple dwelling developments up to 30-units. The greatest need is for one and two-bedroom, single bathroom dwellings. Other housing developments may be considered.

Respondents are encouraged to use a registered architect to prepare designs, particularly for Class 2 developments.

Communities will consider either the procurement of selected or all dwellings which are the subject of a Submission.

Prior to lodgement of a Submission, Respondents are required to engage early with Communities (SocialHousingEOI@communities.wa.gov.au) to discuss preferred mixes for specific locations.

2.7 Statutory approvals and building permits

Submissions should demonstrate early engagement with the relevant Local Government, including any recommended design review processes. This is to ensure alignment with planning scheme and policy requirements. Communities needs to be satisfied the development can achieve necessary approvals and permits.

In certain circumstances, a proposal may be a Public Work and will be considered by Communities under delegation (maximum 30 single, grouped, or multiple dwellings) or referred to the Western Australian Planning Commission for consideration. Respondents are advised that in this case input from the relevant Local Government must still be sought and given due regard in the approval process.

2.8 Climate responsive and sustainable design

Communities is committed to supplying housing that is sustainable and responsive to the predicted impacts of Climate Change.

In the submission forms Respondents should:

- include energy efficient electric fixtures and fittings and not be connected to gas
- obtain and provide a 7-star NatHERS ratings for all dwellings and meet National Construction Code requirements
- include Waterwise fixtures and fittings
- design landscaped areas to be Waterwise
- implement the requirements of the [Master Builders Association WA Smart Waste Guidelines](#)
- consider the inclusion of recycled construction and demolition waste materials in the built form
- consider the inclusion of Water Sensitive Urban Design techniques and practices within the development.

2.9 Compliance with Codes and Policies (works contracts)

Where a submission leads to Communities awarding a works contract, the Respondent acknowledges they will comply the following codes, policies and standards:

- [Western Australian Building and Construction Industry Code of Conduct 2016](#)
- [Western Australian Procurement Rules](#)
- [Priority Start Policy](#)
- [Western Australian Buy Local Policy 2022](#)
- [Construction Training Fund Levy](#)
- [Aboriginal Procurement Policy](#)
- [Debarment Regime](#)
- [Western Australian Industry Participation Strategy](#)

2.9.1 National Construction Code

Submissions must comply with the requirements of the [National Construction Code 2019](#), in addition the 7-star NatHERs rating and Silver Livable Standard as described elsewhere in this

document also applies. All other relevant Australian Standards and Codes, and all other statutory and regulatory requirements.

2.9.2 Strata requirements

Where the Submission involves the development of a group housing site or multiple dwelling complex, Communities requires that the development be capable of individual built or survey strata titles. The Submission should outline suitable arrangements with service providers to achieve individual metering for units and common areas.

2.9.3 Contracting standards

These Guidelines detail Communities design requirements and specifications, the nature and type of dwellings that it may consider, together with the terms and conditions which may be offered to a Successful Respondent.

A Respondent must:

- Carefully consider the requirements, rights and obligations set out in these Guidelines.
- Demonstrate how the pricing, design, processes, procedures, methods of work and any other matters set out in the Submission will allow compliance with each obligation in these Guidelines.
- Ensure the Submission includes an express acknowledgement that:
 - it has carefully considered the requirements, rights and obligations set out in these Guidelines
 - the pricing, design, processes, procedures, methods of work and any other matters set out in its Submission will allow strict compliance with each obligation in these Guidelines.

3 Commercial principles

3.1 Risk

Communities seeks to balance risk with value-for-money, however, will limit risks associated with design and statutory approvals not being met. In relation to this, Communities will manage key risks following the Evaluation Process.

These risks include, but are not necessarily limited to:

- The risk that the resultant concentration of social housing dwellings in a geographic area is too high.
- Planning conditions that are unacceptable to Communities. Respondents can minimise this risk through early engagement with the applicable local government. A letter of support or endorsement from the relevant local government should be provided in a submission, or upon request from Communities.
- Other more general financial and legal risks, which may be addressed in any Contract(s) the Housing Authority may enter into with a Successful Respondent by incorporating appropriate risk allocation, indemnities, guarantees and/or insurance requirements.

3.2 Value-for-Money

Communities seek value-for-money in any Submission it considers.

Value-for-money will be assessed via independent valuation(s) or other assessments, including but not limited to construction cost estimating and comparison against data from tenders previously or currently issued by Communities. It is expected that Submissions will incorporate innovative ways of achieving demonstrated value-for-money for Communities, such as those matters outlined in [section 2.1](#) of these Guidelines.

Respondents should consider value-for-money in their Submissions by setting out how their proposal:

- ensures minimal ongoing maintenance costs for Communities throughout the life of the asset
- offers pricing to Communities that is at or below median house prices for similar new dwellings in the housing market where the submission is proposed (i.e. Perth metropolitan suburb, Regional Centre).

Communities will consider social value-for-money in evaluation where market valuation alone may not support the investment.

3.3 Cost points

Communities is seeking value-for-money Submissions to meet its objectives to significantly increase the delivery of social housing through the program.

It is difficult for Communities to set meaningful cost points for dwellings given the diversity in dwelling types, sizes, and locations.

As a guide, however, Communities is seeking Submissions where the total cost to Communities is, on average, equal to or less than the median price for similar (type, size, location) new dwellings in the market where the Submission is proposed (GST inclusive). Market refers to the metropolitan market or in the case of regional submissions, the regional town in which the proposed development is located. This total cost must include the cost of land, design, construction, and all relevant fees and holding costs.

3.4 Finance

Communities will consider entering into arrangements that enhance collaboration at an early phase in the project, for example through paid early contractor involvement and through early land purchase transaction to achieve successful commercial development outcomes. With such approaches, Communities will also seek to minimise its risk profile on a case-by-case basis.

3.5 Contracts

Where the Housing Authority enters into a design and construct contract it will be in the form of the Housing Authority Design and Construct (HADC) contract. Where it enters into a construct only contract, it will be in the form of the Housing Authority Construct only (HAC) contract. Copies of these documents are available to Respondents upon request and should be read and understood by the Respondent prior to lodgement of a Submission proposing the Housing Authority contract to build.

Where Communities must acquire land to facilitate the implementation of a Submission, such land contracts will have to be acceptable to Communities, at its absolute discretion. Communities may carry out a range of due diligence investigations prior to acquisition.

Communities may incorporate a range of special conditions to minimise the risks associated with any land acquisition. Generally, Communities will not acquire land until all necessary due diligence reports and consents have been satisfied.

If Communities acquires land controlled by the Respondent prior to those approvals and consents being obtained, the Submission evaluation process will lead to execution of a preparation of plans agreement between the Housing Authority and the Respondent/nominated building contractor. Through this arrangement the contractor would be remunerated for delivering Development Approval documentation and a final design and construct offer. The Housing Authority would retain irrevocable license to the intellectual property in any documents, regardless of whether the final design and construct offer is accepted.

3.6 GST

All pricing in a Submission must be expressed as being GST inclusive. Communities prefers GST calculated under the margin scheme, and the Respondent should indicate whether the Submission qualifies for margin scheme consideration.

4 Procedural matters

4.1 Registration

Prospective Respondents are required to register their contact details with Communities to obtain a copy of these Guidelines.

Registration is required to enable Communities to provide notification of any addenda or any other relevant information relating to the subject matter of these Guidelines from time to time.

Contact details may be updated by email to: SocialHousingEOI@communities.wa.gov.au.

Communities accepts no responsibility for keeping unregistered prospective Respondents informed of addenda or any other changes to these Guidelines which may be made at the absolute discretion of Communities from time to time.

4.2 Reference documents

These Guidelines consist of:

- Part 1: Guidelines and general information
- Part 2: Submission forms
- Part 3: Terms and Conditions

Additional information may be issued by Communities at any time up to the Closing Date.

4.3 Enquiries

All enquiries regarding the subject matter of these Guidelines should be made to SocialHousingEOI@communities.wa.gov.au. Communities will endeavour to respond in writing to questions submitted by Respondents as quickly as possible after receipt of the questions. However, the nature and extent of the questions will determine the time frame within which Communities will be able to respond. Communities shall not be held responsible should a Respondent not receive a timely response to a question.

4.4 Addenda or other supplementary information

Any addenda or other supplementary information will be issued to all prospective Respondents who have registered with Communities pursuant to [4.1 Registration](#) above.

4.5 Probity

Communities may appoint an independent third-party consultant as the Probity Adviser in respect of the Evaluation Process. The primary role of any Probity Adviser would be to provide advice to Communities to ensure that the Evaluation Process is conducted in a consistent, fair and transparent manner.

4.6 Lodgement details

Respondents must lodge a Submission in response to these Part 1: Guidelines by emailing SocialHousingEOI@communities.wa.gov.au with a link to a secure OneDrive link containing the submitted documents as individual documents, separated and titled as per the submission checklist on page 1 of Part 2: Submission forms, as opposed to a single file incorporating all the requested documents. Other cloud-based file sharing systems should be avoided.

4.7 Closing date

The closing date for lodging Submissions is 2.30pm WST on 2 July 2025. Communities encourage prospective Respondents to lodge Submissions as early as possible with the evaluation process for each Submission commencing upon receipt by Communities. Communities has finite funds to allocate to the procurement of housing under these Guidelines and subject to the express terms of these Guidelines, it assesses Submissions in the order in which they are received.

Communities may, at its sole and absolute discretion, decide to bring forward the closing date by giving at least 10 business days' notice to all registered prospective Respondents.

5 Submissions

5.1 Content

Respondents are required to lodge Submissions in accordance with the format and containing the information requested in the Submission Form.

Respondents are requested to compile the information in their Submissions in the following order:

5.1.1 For off-the-plan sales to Communities, Respondents should include:

- cover letter
- completed Form A - Submission summary
- completed Form B - Land summary
- completed Form C - Dwelling summary
- completed Design Brief Self-assessment (Apartments or Single and Grouped Dwellings as appropriate)
- proposed contract for sale document
- contractor's specifications (finishes, fixtures, equipment and materials)
- location plan
- site feature survey
- site layout
- elevations and floor plan of each dwelling offered (see [section 5.8](#))
- computer-generated images or artistic impressions (if available)
- certificate(s) of title
- subdivision approvals and associated drawings (if applicable)
- development approvals and associated drawings
- where development approval has not been obtained, supporting material from the local government indicating broad alignment of the Submission with the applicable planning framework (local planning scheme, Residential Design Codes and any other relevant policy).

5.1.2 For Submissions seeking a build contract with Communities, Respondents should include:

- cover letter
- completed Form A - Submission summary
- completed Form B - Land summary
- completed Form C - Dwelling summary
- completed Form D - Build costs breakdown
- completed Design Brief Self-assessment (Apartments or Single and Grouped Dwellings as appropriate)
- completed Schedule of Inclusions – Class 1 and 2 Developments
- location plan at concept level
- site feature survey
- site layout at concept level
- elevations and floor plan of each dwelling offered at concept level (see [section 5.8](#))
- certificate(s) of title.

Note: Extraneous material should not be included.
All Submission forms must be signed and witnessed where indicated.

5.2 Format

It is the Respondent's responsibility to ensure that Submissions are complete and accurate. Incomplete or inaccurate Submissions may not be considered by Communities and may be returned to the Respondent.

5.3 Language of Submissions

Submissions, including all schedules, attachments and supporting material, must be written in English. Unless otherwise specified, measurement must be expressed in Australian legal units of measurement and prices must be expressed in Australian dollars.

5.4 Contact person

One (1) person nominated in a Submission as the contact person for that Submission. That person should have sufficient authority to liaise with Communities on behalf of the Respondent organisation in connection with the Submission.

5.5 Number of submissions

A Respondent may lodge more than one (1) Submission provided each Submission complies with these Guidelines.

5.6 Separation of submissions

Submissions should be for individual projects or transactions only. Where projects are not connected or linked with each other, they should be the subject of a separate Submission.

5.7 Communities interest in part of submission

Communities may only be interested in part of a Submission, to which end Communities may contact the Respondent to discuss options.

5.8 Plans

Respondents with development approval or with projects under construction should ensure that for each dwelling type presented, the following information is included as a minimum:

- site plan, landscape plan, floor plan, coloured elevations, sections and electrical layouts, (including individual floor plans for each dwelling type) to be provided with a scale bar at scale no less than 1:200 on A3
- contextual information including street names, lot number, indicative adjacent building wall locations, north point, key setbacks, building and window dimensions
- all internal rooms, verandah, balconies and carport/garage dimensions
- external wall dimensions – openings and corner to corner
- floor area of the dwelling ([FECA](#))
- spatial arrangements, including floor plans of each level and roof (compliant with Livable Housing Australia Design Guidelines – Silver Level)

- indicative furniture and equipment layout.

For Submissions where the project is at concept phase, the applicant should be prepared to provide this information following Evaluation Panel feedback.

5.9 Additional information

Where construction contracts are contemplated, builder references for projects of a similar scale and complexity are required. Respondents are required to provide two referee contacts who can attest to quality of work, project delivery within timeframes, cost management and communication.

If requested by Communities, Respondents must provide additional information to enable evaluation including the following:

- Financial details including, but not limited to:
 - details of the legal structure and ownership of the Respondent and/or the Respondent's relationships with, for example, parent companies or joint venture parties
 - up-to-date financial accounts
 - up-to-date management accounts
 - current year budgets and forecasts
 - details of debt facilities, financial covenants and contingent liabilities
 - details of any current or pending legal action.
- Details of directors and senior management.
- A detailed submission of past performance.
- Issues or disputes with parties for whom the Respondent has carried out construction work.
- Evidence that the Respondent qualifies and is, at least, pre-registered for home indemnity insurance.
- Nomination of preferred form of security.
- Information about the Respondent's workplace health and safety track record.

6 Submission evaluation

A staged approach is taken to the evaluation and progression of Submissions.

Respondents are required to engage with Communities through its dedicated email (SocialHousingEOI@communities.wa.gov.au) prior to lodgement of Submissions.

Submissions will enter the evaluation process immediately following receipt by Communities to determine whether they offer satisfactory outcomes for Communities in view of its broad objectives, requirements and preferences as outlined in these Guidelines.

The evaluation outcome will be a recommendation whether a Submission should progress to contract negotiation (see [3.5 Contracts](#)).

6.1 Qualifying criteria including Scope and Requirements

On receipt of a Submission, Communities will determine whether the Submission satisfies the Qualifying Criteria, including Scope and Requirements.

The Qualifying Criteria are set out below.

6.1.1 Qualifying Criteria 1: The Respondent

The Respondent:

- Must comply with the Conditions of Submission.
- Must not:
 - be a debarred supplier (refer to [section 2.9.6](#) Supplier Debarment Regime).
 - be an entity:
 - which is bankrupt or in the process of being wound up
 - the affairs of which are being administered by the court
 - which has entered into an arrangement with creditors
 - which has suspended business activities
 - be the subject of proceedings for:
 - declaration of bankruptcy
 - an order for compulsory winding up or administration by a court
 - an arrangement with creditors
 - any other similar proceedings under national laws or regulations.
 - have been convicted of an offence concerning professional conduct, which has the force of law
 - have been found guilty of grave professional misconduct proved by any means, which the contracting authorities can justify
 - be guilty of a serious misrepresentation in supplying or failing to supply the information required.

Where a Submission is made by a consortium, the above terms apply to all members of the consortium.

6.1.2 Qualifying criteria 2: No Legal or practical impediments to implementation

For Category A Submissions only, Respondents must demonstrate that:

- They own the land freehold or otherwise has a sufficient legal interest in or option over the land (including any details of the timeframe associated with any option over land) which is the subject of a Submission, as referred to in [section 2.3](#).
 - They do not know or suspect the land to be contaminated as that term is defined in the Contaminated Sites Act 2003 (WA).
 - The proposed dwelling(s) have a development approval or are otherwise supported by correspondence from the Local Government indicating broad alignment to the applicable planning framework (local planning scheme, Residential Design Codes and any other relevant policy).

For Category B Submissions only, Respondents must demonstrate that:

- They do not know or suspect the land which is the subject of a Submission to be contaminated as that term is defined in the Contaminated Sites Act 2003 (WA).
- Where applicable, the dwelling(s) which are the subject of a Submission have a development approval or are otherwise supported by correspondence from the Local Government indicating broad alignment of the Submission with the applicable planning framework (local planning scheme, Residential Design Codes and any other relevant policy).

6.1.3 Qualifying Criteria 3: Scope and requirements

The review against Qualifying Criteria will focus on a high-level review of all items set out in [section 2.1](#) and may consider other matters referred to in these Guidelines.

6.1.4 Clarification of submissions

As part of the review against Qualifying Criteria, Communities may contact the Respondent for clarification of any aspect of a Submission. The terms and conditions in Part 3 of these Guidelines will apply. If, following clarifications, a Submission does not meet the Qualifying Criteria above, the Respondent will be advised that the Submission will not be further considered through this CFS process.

If Communities determines that a Submission satisfies the Qualifying Criteria a series of comprehensive reports are prepared for consideration by the Evaluation Panel.

6.2 Evaluation Panel

The objective of the Evaluation Panel is to evaluate a Submission in more detail against the Guidelines and review a series of due diligence investigations undertaken by or on behalf of Communities including, but not limited to:

- site analysis
- urban planning and design, including LHA Silver level compliance, town planning and landscaping quality
- sustainable design, energy efficiency and likely operations and maintenance costs
- construction assessment including construction method proposed, construction cost, contractor/builder performance, waste management, specifications/inclusions and timeframes
- appropriateness for social/senior/special needs housing
- social impact
- funding available to proceed to contract.

6.2.1 Evaluation Panel meeting

Following collation, due diligence reports will be made available to individual senior officers and/or advisers to Communities for independent review prior to convening the Evaluation Panel. The Panel will collectively review due diligence reports and, through discussion, determine whether Submissions should be recommended to proceed to contract negotiation, be placed on hold pending further clarification and/or design amendment, or declined.

Should the Panel determine that a Submission does not meet Communities' requirements the Submission will not be considered further. Such a determination will be at the Communities' sole and absolute discretion.

Should the Submission be placed on Hold pending clarification and/or design amendment, the Respondent will be advised and invited to provide the requested clarification and/or engage with Communities to review/amend designs. Once outstanding issues have been resolved, including cost implications resulting from design amendments, the Submission will be recommended to proceed as per above.

6.2.2 Fair value and negotiation

Upon approval to proceed to contract preparation, independent assessment of value-for-money will be sought. This may involve independent valuation of the (as-if-complete) dwellings and/or through a quantity surveyor (QS) report into proposed costs.

Following valuations and/or QS cost estimate, final negotiations will be entered into on contract price and contract documentation will be prepared for review. For construction contracts this may either be in the form of a preparation of plans and agreement HADC contract, or HAC contract depending on the circumstances.

Final Approval - Ministerial consent and Statutory approvals

Submissions which are viewed favourably by Communities following the Evaluation Process must be submitted for all necessary statutory approvals, including but not limited to, approvals from the Chief Executive Officer of Communities and consent of the Minister for Housing under the Housing Act 1980 (WA) if required.

6.3 Contractual close

If all relevant statutory and other approvals are obtained, Communities will require the formal execution of the Contract(s) (including in relation to any land) and any other relevant legal and ancillary documentation.

Appendix 1 - Preferred locations and dwelling types

Although Communities is inviting submissions for a range of dwellings, its greatest need is for one and two-bedroom dwellings suitable for singles, couples and young families (perhaps with one child).

Communities is not imposing any geographical restrictions under these Guidelines. Submissions are invited for social housing across the Perth metropolitan area and in regional cities and towns across Western Australia.

Communities has however, provided a guide as to its preferred metropolitan locations below. This reflects the desire for housing delivered under the program to be in appropriately zoned infill areas, with a high level of amenity, particularly proximity to:

- public transport, especially rail and high frequency bus routes
- other forms of established infrastructure including educational, medical and leisure facilities
- daily needs and activity centres.

Heat maps of preferred locations are available for download at [Public Housing Investment Opportunity By Suburb](#).

Please contact SocialHousingEOI@communities.wa.gov.au if you would like to understand the projected demand for a site you are considering.