

***GUIDE to the Call for Bids
for FREE CONCESSION PROPERTIES***

***Call for bids procedure to award public properties in
free concession/lease pursuant to art. 11 co. 3 D.L. n. 83/2014***

(Article 11, para. 3 of the Legislative Decree n. 83/2014)

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SECTION I - THE PROJECT

What is the CAMMINI E PERCORSI (PATHS AND TRAILS) project?

The CAMMINI E PERCORSI project is part of the broader and well-established

“**Valore Paese – DIMORE**” valorization initiative, promoted by the Agenzia del Demanio starting in 2013, in collaboration with Invitalia and ANCI-FPC and with the participation of MiBACT, MiSE, the Ministry of Defense, CDP, Istituto per il Credito Sportivo, Confindustria, AICA, ANCE, Assoimmobiliare and other public and private entities concerned. CAMMINI E PERCORSI is an innovative network project promoted by the Agenzia del Demanio, the Ministry of Cultural Heritage and Tourism and the Ministry of Infrastructure and Transport, in collaboration with other public authorities participating in the initiative with real estate and properties - Anas SpA, Municipalities, Provinces, Regions - and in collaboration with the pertinent administrations.

This initiative - in the framework of the Strategic Tourism Development Plan 2017 - 2022, to support the National System of Tourist Cycle Routes and the Extraordinary Plan for Tourism Mobility - seeks to launch joint actions aimed at reclaiming public buildings. These may be related to both the less treasured heritage as well as quality cultural heritage, linked to the theme of slow tourism, for discovering territories through soft mobility along inter-regional and/or regional level itineraries.

The objectives of the project are oriented towards enhancing the tourist-cultural offer and the networking of sites of historical and landscape interest in the territory, with particular attention to less well-known destinations.

With a view to promoting the territorial utilization of cultural and landscape resources and encouraging soft mobility and sustainable tourism, the properties that have been included in the project will be reused by establishing new usages that, in addition to being characterized for tourism accommodation, will also be aimed at supporting the walker, pilgrim and cyclist for the overall enjoyment of the paths and trails.

How many and what are the properties included in the project?

In the document List of Properties 2017, downloadable online, you can see the list of properties included in the project, distinguished by property owners (the state or other public property owners) and valorization tools (**free** concession/lease or concession/lease for **valorization**).

Where can I find information on the CAMMINI E PERCORSI project?

You can consult the website of the Agenzia website, at the following link:

<http://www.agenziademanio.it/opencms/en/projects/valorepaese/camminipercorsi/>.

Where can I read documentation on the CAMMINI E PERCORSI project?

Project documentation (see Dossier Value Country CAMMINI E PERCORSI 2017 and List of Properties 2017) can be consulted here:

<http://www.agenziademanio.it/opencms/en/projects/valorepaese/camminipercorsi/> and downloadable, at the bottom of the page under Useful Documents.

To participate in the call for bids, was compiling the questionnaire on public consultation necessary?

No, compiling questionnaire was not indispensable to participate in the call for bids; anyone with the requirements set out in the call may apply for granting the properties included in the project.

Is there a chance - if so, how - to contribute to developing further projects?

With the publication of the call for bids, the Agenzia del Demanio will initiate the public disclosure procedure to grant the properties, on the basis of project proposals that are developed directly and exclusively by the competitors.

Competitors can participate in a single or group form, readily being able to bring different skills and resources into the system.

Can the CAMMINI E PERCORSI portfolio be increased?

In view of the three-year development of the CAMMINI E PERCORSI project, the property portfolio will be increased by adding other public properties.

These properties will be identified on the basis of a selection of the Agenzia del Demanio, with particular reference to those owned by the State, and through the adherence of other public authorities/agencies who, in sharing the principles of the project, intend to offer properties with characteristics (localizations, typologies, etc.) matching those identified by the project.

Will the number of historical-religious paths and cycle trails selected to start the CAMMINI E PERCORSI project be increased?

Yes, in view of the three-year development of the CAMMINI E PERCORSI project, the number can increase, in coordination with the MIBACT and the MIT, each according to their own sectors, by adding further paths and trails recognized by the Regions.

SECTION II - GENERAL INFORMATION

What is the procedure to grant the properties?

The properties will be granted according to art. 11 co. 3 D.L. n. 83/2014, conv. in L. n. 106/2014 (pursuant to *article 11, para. 3 of the Legislative decree n. 83/2014, passed into Law 106/2014*), which provides for the free granting of public properties to companies, cooperatives and associations, consisting mainly of persons up to forty years of age, in exchange for their renovation, functional conversion and ordinary and extraordinary maintenance.

Depending on the whether the property belongs to a *public or state authority/agency* or if it is in the *public domain*, the properties will be entrusted with a *lease agreement* or a *concession deed*, respectively.

Concessionaires/lessees are selected by a public disclosure procedure that recognizes the importance of environmental sustainability, energy efficiency and by evaluating tourism opportunities.

The concession/lease has a duration of 9 years, starting with the stipulation of the relevant deed/agreement. It may be renewed for another 9 years pursuant to art. 11 co. 3 D.L. n. 83/2014, taking into account the behavior of the user and the real possibility of a more profitable valorization of the property.

Which documents make up the call for bids documentation?

The call for bids documentation consists of:

- Notice of the call for bids;
- Attached. I - Technical descriptive list of lots/properties;
- Att. II - Application for Participation;

- Att. III - Declaration of knowing the condition of the properties;
- Att. IV - Personal Declaration of Certification
- V - Declaration to Use Certified Companies;
- VI - Project proposal;
- Att. VII - Scheme of the concession deed;
- Att. VIII - Scheme of lease contract.
- *Information Memorandum* with attachments (including Urban Planning Certificate, Agreed Memorandum of Understanding, Verification of Cultural Interest, eventual authorization for Concession).

What is meant by free concession/lease according to art. 11 co. 3 D.L. n. 83/2014?

This is a public-private partnership procedure enabling the development and *valorization* of public properties by free concession to businesses, cooperatives and associations, predominantly made up of staff/members up to 40 years of age, in exchange for their renewal, reuse and ordinary and extraordinary maintenance.

Concessionaires are selected through public procedures, giving prominence to environmental sustainability, energy efficiency, and by assessing tourism opportunities.

The lease of the concession lasts nine years, starting with the stipulation of the relevant deed/contract. It may be renewed for another nine years pursuant to art. 11 co. 3 D.L. n. 83/2014, taking into account the behavior of the user and the real possibility of a more fruitful valorization of the properties.

What are the properties in the call for bids published by the Agenzia del Demanio (State Property Office)?

As indicated in the Notice of Tender published on the Agenzia del Demanio website, the list of properties for concession/lease is as follows:

LOT	NAME OF PROPERTY	REGION / COMUNE	CONTRACT TYPE	AUTHORITY IN CHARGE	CONTACT PERSON
1	ROAD WORKERS' HOUSE	BASILICATA / IRSINA	LEASE	PUGLIA AND BASILICATA	NICOLA LUIGI GAROFALO NicolaLuigi.Garofalo@agenziademanio.it
2	APARTAMENT	BASILICATA / BARILE	LEASE	PUGLIA AND BASILICATA	
3	FORMER INCOME REVENUE OFFICE	CALABRIA / MILETO	CONCESSION	CALABRIA	ANTONELLA CELICO Antonella.Celico@agenziademanio.it
4	FORMER TAX OFFICE PAVILION	CALABRIA / MILETO	CONCESSION	CALABRIA	
5	SAN MARCO CONVENT	CAMPANIA / S. ANGELO DEI LOMBARDI	CONCESSION	CAMPANIA	ANTONELLA CIOCCHI Antonella.Ciocchi@agenziademanio.it
6	POST OFFICE	CAMPANIA / CASERTA	CONCESSION	CAMPANIA	
7	ANGELLARA TOWER	CAMPANIA / SALERNO	CONCESSION	CAMPANIA	
8	ex-FASCIST PARTY BUILDING	EMILIA ROMAGNA / RO FERRARESE	LEASE	EMILIA ROMAGNA	SALVATORE MICHELE DI BARI SalvatoreMichele.DiBari@agenziademanio.it
9	BASTIGLIA TOWER	EMILIA ROMAGNA / SERRAMAZZONI	CONCESSION	EMILIA ROMAGNA	
10	GUARD HOUSE	EMILIA ROMAGNA / CAMPEGINE	LEASE	EMILIA ROMAGNA	
11	ROAD WORKERS' COTTAGE	LAZIO / LATINA	LEASE	LAZIO	EUGENIO CHIAZZOLLA Eugenio.Chiazzolla@agenziademanio.it
12	TERRACED HOUSE	LOMBARDIA / LARDIRAGO	LEASE	LOMBARDIA	AGATA MARIA ZINFOLLINO AgataMaria.Zinfollino@agenziademanio.it
13	RESIDENTIAL BUILDING (PART) SUB 12	MARCHE / POTENZA PICENA	LEASE	MARCHE	MARIA FRANCESCA CERVATI MariaFrancesca.Cervati@agenziademanio.it
14	RESIDENTIAL BUILDING (PART), SUB 19	MARCHE / POTENZA PICENA	LEASE	MARCHE	MARIA FRANCESCA CERVATI MariaFrancesca.Cervati@agenziademanio.it
15	RESIDENTIAL BUILDING (PART) SUB 24	MARCHE / POTENZA PICENA	LEASE	MARCHE	
16	RESIDENTIAL BUILDING (PART) SUB 25	MARCHE / POTENZA PICENA	LEASE	MARCHE	
17	RESIDENTIAL BUILDING (PART) SUB 26	MARCHE / POTENZA PICENA	LEASE	MARCHE	
18	APARTAMENT	MOLISE / CAMPOMARINO	LEASE	ABRUZZO AND MOLISE	GIUSEPPE SANTORO Giuseppe.Santoro@agenziademanio.it
19	BUILDING ON-GOING CONSTRUCTION	MOLISE / SEPINO	LEASE	ABRUZZO AND MOLISE	
20	ex-FASCIST PARTY BUILDING	PIEMONTE /	LEASE	PIEMONTE AND VALLE D'AOSTA	RAFFAELLA BONA Raffaella.Bona@agenziademanio.it

		VINZAGLIO			
21	RESIDENTIAL BUILDING	PIEMONTE / PALAZZOLO VERCELLESE	LEASE	PIEMONTE AND VALLE D'AOSTA	
22	STATION HOUSE	PUGLIA / ALTAMURA	LEASE	PUGLIA AND BASILICATA	NICOLA LUIGI GAROFALO NicolaLuigi.Garofalo@agenziademanio.it
23	STATION HOUSE	PUGLIA / GRUMO APPULA	LEASE	PUGLIA AND BASILICATA	
24	STATION HOUSE	PUGLIA / TORITTO	LEASE	PUGLIA AND BASILICATA	
25	ANTI-AIRCRAFT STATION	SARDEGNA / ALGHERO	CONCESSION	SARDEGNA	MICHELA MANCA Michela.Manca@agenziademanio.it
26	PONTE PATTI STATION HOUSE	SICILIA / CALATAFIMI SEGESTA	CONCESSION	SICILIA	PIETRO CIOLINO Pietro.Ciolino@agenziademanio.it
27	CAPO FETO LOOKOUT POST	SICILIA / MAZARA DEL VALLO	LEASE	SICILIA	
28	S.FRANCESCO TOWER	SICILIA / TRAPANI	CONCESSION	SICILIA	
29	CANAL SIDE HOUSES LUSENZO - VIA FOXIA	VENETO / CHIOGGIA	LEASE	VENETO	ANGELO PIZZIN Angelo.Pizzin@agenziademanio.it
30	CANAL SIDE HOUSES LUSENZO - VIA SAN FELICE	VENETO / CHIOGGIA	LEASE	VENETO	

The call for bids notice and all documentation are available on the Agenzia website in the dedicated section accessible here:

<http://www.agenziademanio.it/opencms/en/gare-aste/immobiliare/>.

Where can I find information on the properties?

On the Agenzia del Demanio website, among the call for bids documents are the **Attached I** – *Technical descriptive list of lots/properties* and the *Information Memorandum*, together with the technical material, also available at the Agenzia Head Office: Agenzia del Demanio - Direzione Strategie Immobiliari ed Innovazione, in Via Barberini 38, Rome and in the Regional Departments concerned.

What is the *Information Memorandum*?

This is a tender document for each property for free concession/lease. It provides an information framework and general overview of the territorial and regulatory context,

useful to draft the project proposal for participating in the call. It makes particular reference to the new functions and modes of intervention allowed, always respecting the procedures of historical-artistic and environmental protection and the urban and territorial planning in force.

Can supplementary information and/or clarifications on the contents of the documentation be requested from the Director of the Procedure?

Yes, additional information and/or clarifications about the content of the documentation can be requested, exclusively in writing and in Italian, by e-mail: francesca.graziani@agenziademanio.it.

What are the terms to make any requests to the Director of the Procedure?

Any additional information and/or clarifications about the content of the documentation may be submitted in the manner indicated above from 01/09/2017 to 07/11/2017.

The Director of the Procedure will respond by 15/11/2017.

SECTION III - INDICATING PROPERTIES FOR CONCESSION/LEASE

To participate in the call for bids, is it necessary to indicate a specific property?

The submission of the application refers to individual Lots (properties). The competitor, for the purposes of participation, will be required to submit a proposal relating to the property for which they intend applying for the grant; in any case, all information about the procedure may be known only at the time of publication of the tender notice.

Is it possible to visit the properties?

As indicated in the notice to participate in the competition it is mandatory, to either:

- (a) carry out an inspection at the properties of interest;
- (b) present a statement attesting to knowing the condition of the sites.

Surveys can be made by contacting the Regional Director's representatives in the manner indicated in the Notice of Tender.

If properties are in a poor/discrete state of maintenance, can you still make an inspection?

Yes, modalities and timings are commensurate with the state of preservation of the property and are subject to the use of protection procedures and the signing of an indemnity statement to the Agenzia del Demanio for civil and criminal liability and for any harm that the potential participant might undergo during the course of the inspection.

What are the terms to reserve inspection/s?

Requests for inspection may be submitted from 01/09/2017 until 15/10/2017, as specified in the call for bids notice.

What is the deadline for the inspection/s?

Inspections may be carried out until 31/10/2017, as specified in the call for bids notice.

SECTION IV - PERMITTED APPLICANTS

Who can participate in the procedure?

Only legally recognised entities - such as companies, cooperative societies and associations - may participate in the procedure to grant concessions/leases, with the following characteristics:

- constituted at the time of submitting the offer. To ensure maximum participation, the date of establishing the legal entity is assessed by referring to the time of submitting the bid. This means that, for state properties, the decision has been made to:
 - ✓ exclude *constituting* legal entities;
 - ✓ not require a minimum number of years of constitution;
 - ✓ not require that the date of establishing the legal entity is prior to the date of publishing the call for bids;
- participants in single or group form;

- consisting mainly of persons up to forty years old. To ensure maximum participation, the requirement of prevalence must be met at the time of submitting the offer; with a view to maximum participation and to identify an identical limit for all participants and to ensure equal treatment, the age requirement (not having completed the 41st year of age) is assessed with reference to the time of publishing of call for bids.

All associations, recognized or not, may participate in the call without any restriction and/or constraints related to the social purpose they perform.

Can individuals participate in the call to grant free concessions/leases?

No.

What is meant by applicants of up to forty years of age?

Persons up to forty years of age means those who have not reached the 41st year of age at the date of publishing the call for bids.

The age requirement is assessed - alternatively - either with reference to the management body (e.g. Board of Directors or Managing Committee), or to the company or corporate/shareholder structure and is defined, in both cases, equal at least 50% + 1.

Is the requirement of prevalence of applicants up to forty years to be met at the time of publishing the call?

No, it is sufficient that this requirement is met at the date of submitting the offer.

Is the call to grant free concessions/leases also open to companies, cooperatives and associations that do not have their registered office in Italy?

Yes, there are no restrictions in the call for bids, and therefore companies, cooperatives and associations without their registered office in Italy, can participate. It should be noted that the application and all attachments must be written in Italian and the administrative documents accompanied by a sworn translation in Italian.

By way of example, what categories of companies, co-operatives and associations can participate in the call to grant properties in free concession/lease?

By way of example, but not exhaustive, the call is open to:

- Companies: individual companies, joint-stock companies, limited liability companies;
- Cooperatives: production and work cooperatives, social cooperatives, consumer cooperatives, agricultural labor cooperatives, agricultural and fishery products, fisheries;
- Associations: Social Promotion Associations, Amateur Sports Associations, Religious Associations, Nonprofit Associations, etc.

How many properties can be applied for?

There are no limits on the number of applications for participation; each participant can submit as many applications as the total lots of the tender. On this point, it should be noted that:

- for the same lot (single property), it is forbidden for competitors to participate in more than one pool;
- for the same lot (single property) and in the case of participation in a single form, it is forbidden for competitors to participate in an associate form;
- for different lots (different properties), competitors can participate in both single-form and different groups.

SECTION V - TERMS AND METHODS OF PRESENTING OFFERS

How should the proposals be submitted? What should Envelope A contain?

Proposals should be submitted in a sealed package - by any method preventing opening without leaving any obvious tampering – consisting of:

- Envelope A, containing administrative documentation;
- Envelope B, containing the Project Proposal.

The bidding documentation must be signed by the person with the legal power to engage the competitor.

In the event that the subscriber is a lawyer, a copy of the power of attorney must be produced.

In the case of submitting documents in a foreign language, provision is made for:

- a sworn translation into Italian for the documents referred to in ENVELOPE A;
- a simple translation into Italian for all other documents, provided that, in that case, the Commission will only take account of what is represented in the translation itself.

What should Envelope A contain?

In ENVELOPE A, the following deeds and documents must be included:

1. Application for participation, specifying:

- the lot (s) for which the participant intends to compete;
- the form of participating in the procedure (single or constituted/constituting group).

2. Certificate of visiting the properties/Declaration of knowledge on the status of the lots/properties: The certificate must be issued by the agency/authority during the inspection (one for each Lot selected); alternatively, the competitor must submit a statement attesting full knowledge to the state of the premises, specifying the number of the lot (s) of the property (s) to which such attestation relates.

3. Personal declaration certificate, in which the competitor must attest:

- not to be in the exclusion cases referred to in art. 80 D.Lgs. 50/2016;
- that its management body, namely its social or corporate/shareholder structure, is predominantly (50% + 1) made up of persons who have not reached the age of 41 at the date of publication of this notice. For the purpose of demonstrating the prevalence requirement, the existence, at the date of submission of the offer, by 50% + 1 of subjects who have not reached the age of 41, will be verified.
- accept the content of the call for bids.
- to consent, pursuant to and for the purposes of Legislative Decree no. 196/2003, the processing of their personal data, for the purposes of completing the procedure;
- to authorize the Agenzia del Demanio, if a participant requires, pursuant to Law no. 241/1990, the right of access to documents, to issue a copy of all the

documentation submitted to participate in the procedure

or

- to indicate at the procedure office those parts covered by technical/commercial confidentiality.

4. Declaration of commitment to use certified firms to undertake interventions,

namely exclusively qualified companies, in line with current Public Works legislation, and with a quality system certification in accordance with European standards of UNI EN ISO 9000, issued by accredited organizations in accordance with the European standards of the UNI CEI EN 45000 and UNI CEI EN ISO/IEC.

What is the purpose of providing a provisional deposit?

The provisional deposit is to guarantee the proper participation in the competition, even in the case that the concession/lease contract is not signed by the winning competitor.

It will be redeemed at the time of signing the concession/lease.

The amount of the deposit will be determined by the owner, taking into account the legal nature of the procedure, the property to be entrusted and the legal categories of persons admitted to participate in the public disclosure procedure pursuant to art. 11 co. 3 D.L. n. 83/2014.

For State properties, this has been set at Euro 2.000,00.

What should the Envelope B contain?

In Envelope B, the proposed project must be included by compiling the Attached VI, which, in addition to reporting the *Introduction to project objectives* and *Conformity with procedures in force*, contains the Technical-Illustrative Report.

A score will be awarded to each element of assessing the project proposal.

As an option, participants may also attach further details to the draft project, to be presented in a predefined format in order to facilitate the work of the Commission; as an example, some illustrative materials are indicated here in the format to present the project:

- **New Uses** - Plans of all floors, on a suitable scale, with functional layout of indoor and outdoor spaces;
- **Interventions** - Plans of all floors, on an appropriate scale, indicating the restoration and conservation interventions;
- **Vision** - Description of the overall design idea, optional inclusion, at appropriate metric scale, of perspective drawings, sections, three-dimensional views (photos, montage, render, sketch, photo of model, etc.).

For evaluating the design proposal, it is advisable to complete all the fields in the Attachment and include additional illustrative materials, not to risk exclusion, but for the purposes of awarding scores.

What is the deadline to submit bids?

To participate in the procedure the sealed package must be sent by the deadline of 11/12/2017 at 12:00.

What are the reasons for exclusion envisaged by the call?

Reasons for exclusion envisaged by the call for bids are summarized below:

A. Failure to insert into the package:

- the envelope with the words "A - Administrative Documentation";
- for as many lots as selected, an equal number of envelopes with the words "B - Project Proposal - Lot" (indicating the lot to which the bid relates);

B. Failure to include in envelope B the "Project Proposal - Lot" in the format set out in Attached VI, completed in the manner set out in the attached form and duly signed;

C. Failure to sign Attached VI;

D. The lack of coherence of the proposed program of valorization with the lines and guidelines of the CAMMINI E PERCORSI project, as specified and illustrated in the Information Memorandum.

SECTION VI - ASSESSMENT OF OFFERS

How are the proposals evaluated?

The concession/lease ex art. 11 co. 3 D.L. n. 83/2014 is awarded to the competitor

who presents the best project proposal, evaluated on the basis of the following qualitative elements: *restoration and reuse, tourism opportunities, environmental sustainability and energy efficiency.*

How are the *restoration and reuse of the property* assessed?

Assessing the *restoration and reuse* of the property is crucial to verify the coherence of the project offer with the general principles of CAMMINI E PERCORSI and the territorial context, especially in relation to the setting up of future functions and ways in which to restore the property.

What does *appraising tourism opportunities* mean?

Appraising tourism opportunity is a qualitative element of evaluating the project proposals explicitly referred to in Art. 11 co. 3 D.L. n. 83/2014, together with environmental sustainability and energy efficiency.

This will be evaluated both in terms of economic and/or social benefits for the area involved, as well as benefits for the development of Slow Tourism, and enhancing the proposal for specific actions to further develop the itinerary in question.

Parameters to evaluate this are: public usability, networking, seasonal adjustment of tourist flows and local development.

How is *environmental sustainability* assessed?

This qualitative component to evaluate the project is envisaged by legislation and mandates the competitor to undertake a sustainable valorization of the property that may safeguard the environment by adopting commendable criteria. These include the use of materials and techniques for green building, rainwater recovery, the use of greenery and the sustainable management of the building site.

How is *energy efficiency* assessed?

To award the property for concession/lease, the art. 11 co. 3 D.L. n. 83/2014 prescribes that the energy performance of the property should also be assessed, achieved by reducing consumption and using renewable energy sources.

This point has been interpreted as improving the energy class, implementing energy

production from renewable sources, and using systems and plants with improved features with respect to legislation in force.

What is meant by *green building*?

Green building is a set of construction techniques, usually traditional, aimed at achieving the principles of green architecture and environmental sustainability, namely to ensure the ecosystem-quality requirements of housing, in a broad and holistic sense. Choosing non-harmful and environmentally-friendly natural materials without potential indoor pollution, as well as technologies that reduce energy consumption, that do not require the use of additional energy (passive devices), that protect the environment and the health of users, all play their part in green-building.

What is meant by *sustainable site management*?

The *sustainable management of the building site* means all those measures and arrangements aimed at reducing the environmental impact of the construction site, which may concern noise and atmospheric pollution, as well as the management of waste and building debris. Using dry building technologies, which reduce organic waste, as well as avoiding pollutants released into the atmosphere, may be included in these solutions.

If the property does not have any plant or facilities, can I still produce the Energy Performance Certificate (A.P.E.) before the work?

No, in such case you do not have to issue any APE before the work, but only one with the prevision of performance *post operam* (after the work). Assessment will be made by giving, as by convention, G class as the starting class.

What is meant by *architecturally integrated renewable sources*?

The integration of renewable energy sources means all technological solutions that enable harmonizing the elements making up the plant (e.g. solar panels) with the surfaces on which they are installed (such as a roof), minimizing visibility or even making them a sign of project recognition (e.g. a micro wind blade that becomes a landmark).

How are the scores awarded?

Scores will be awarded on the basis of the aggregative compensating method, applying the formula given in the call for bids notice. In particular, each component of the commission will assign - according to the table in the notice - a coefficient, ranging from zero to one, to each evaluation element.

Subsequently, the averages of the coefficients attributed by the commissioners will be calculated and converted into final coefficients, bringing the highest average to one and by calculating the average of the provisional averages previously calculated.

Next, each final coefficient will be multiplied by the corresponding weight factor by assigning a score to each evaluation element.

Finally, all scores assigned to the evaluation elements will be added up for each competitor.

What happens if two design proposals obtain the same score?

In the event of an equal score, the Commission will, in a public meeting, identify the best project proposal by drawing lots.

Are social activities foreseen as a new function of cultural and social entertainment of the itineraries and services for local communities?

Yes, in view of the indications of the territorial and urban planning procedures and of current protection, it is possible to foresee a range of new functions that are consistent with the principles of the project. The setting up of social functions, cultural and social entertainment of the itineraries, will therefore not be excluded.

The project also focuses on developing complementary specialized services for users with specific needs (e.g. children, the elderly, the disabled, etc.) and personal services.

By way of example, what might be some new functions to start up in the property?

Among possible activities to set up, coherent with the indications of territorial and urban planning and the protection in force, are for example: accommodation/lodging,

catering, selling typical and 0km products, food and local crafts, specialized equipment for cyclists and walkers, specialized complementary services (e.g. equipped areas, bicycle and taxi services, small bike stations, bike workshops, cargo food), local promotional office, tourist office, info point, territorial associations, social, recreational, creative and cultural activities, complementary services for users with special needs (e.g. children, the elderly, disabled people, etc.); personal wellbeing services, educational spaces dedicated to themes of slow tourism and business professionalism, outpatient clinic, first aid points, physiotherapy, wellness centres and spas etc.

Starting from the deadline for submission of bids, what is the timetable to select the concessionaire/lease holder?

At the close of the call for bids, the work of the Commission will begin. Its duration will depend on the number and complexity of the proposals, but may be estimated at around two to three months.

For the final awarding of properties, the commission will carry out checks according to law, which are expected to roughly take a further two months.

SECTION VII - CONCESSION/LEASING RELATIONSHIP ELEMENTS

What are the key elements of the concession/lease relationship?

a) **Duration** - The concession/lease has a duration of 9 years, starting with the stipulation of the deed/contract. It may be renewed for another 9 years pursuant to art. 11 co. 3 D.L. n. 83/2014, taking into account the behavior of the user and the real possibility of a more fruitful valorization of the property.

b) **Free concession/lease** – The art. 11 co. 3 D.L. n. 83/2014 does not require any payment or rent for the concession/lease.

c) **Restoration interventions on the property** - The contractor undertakes to carry out the above-mentioned interventions within 24 months of signing the concession/lease, subject to the possibility of extensions thereof, and to provide the

owner/proprietor documentation certifying the completion of the work (for example, by way of example only, the certificate of attestation of energy, certificate of occupancy, etc.).

Where the nature of the intervention requires (e.g. new installations and production of the relevant certification), the concessionaire/contractor, as referred to in Attached V, must use certified firms to carry out the work, i.e. solely qualified companies, in line with the current Public Works Act, and have a certification of quality conforming to European standards UNI EN ISO 9000, issued by accredited authorities in accordance with European standards UNI CEI EN 45000 and UNI CEI EN ISO/IEC.

d) **Final Deposit** - To guarantee all the duties arising from the concession/lease, the contractor must submit a final deposit of Euro 18,000.00 for the purposes of concluding the deed. The deposit must be a single operation and be valid for the entire duration of the concession/lease and will be redeemed equal to 20% after 24-months following the signing as in the previous paragraph.

e) **Renewal** – It being understood that the automatic renewal of the concession/lease is forbidden, the renewal for a further 9 years may be considered in accordance with art. 11 co. 3 D.L. n. 83/2014, taking into account the behavior of the user and the real possibility of a more fruitful valorization of the property. The concessionaire may formally request a renewal from the appropriate Regional Directorate of the Agenzia del Demanio no later than 8 months before the expiry date and not before 7 years have passed after signing the concession/lease.

f) **Insurance policy** - For state properties, the following insurance policies are stipulated:

- ✓ guarantee against fire, damage, fortuitous and/or accidental event and within 30 days from the date of stipulating the concession/lease, for the whole duration of the concession/lease;

- ✓ during the intervention work itself, to cover any risk of civil liability of its employees and third parties, as well as total or partial loss- including by fire - of the property in concession/lease.

g) **Plaque** - In order to promote and facilitate establishing the CAMMINI E PASSWORD network and ensure its systematic development, among the obligations of the concessionaire/lessee is making and affixing the name plaque "**Valore Paese – CAMMINI E PERCORSI**", in line with the requirements set out by the Agenzia del Demanio and in accordance with the current provisions of law.

h) **Subcontracting / sublicensing** - Subcontracting/sublease of the properties is not allowed.

Can the concessionaire/tenant, on the expiration of the concession/lease, submit a purchase proposal?

Yes. The transfer of properties of free concession/lease (alienable) has not yet been considered by the Agenzia. However, this hypothesis cannot be excluded.

In case of sale, does the concessionaire/lessee have a pre-emption right?

Yes, art. 1 co. 438 L. n. 311/2004 provides for a pre-emption right for concessionaires, tenants and persons who are still in possession of the property for transfer.