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# Property brief

## Drake International

21 January 2019



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# Property brief

Monday, 21 January 2019

Dear Agent,

## **Re: Drake International – office requirement – Melbourne**

Tenant Representation Services Pty Limited (TRS) has been appointed as Tenant Advocate by Drake International to search and secure office accommodation for their Melbourne based operations.

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### **Client request**

Drake International has strictly requested that any parties in the design or construction industry who wish to potentially participate in this project are to contact TRS directly.

Any party failing to comply with Drake International's instruction will not be provided with an opportunity.

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### **Property brief**

There are seven sections to the Property Brief:

1. Existing Property Details
2. About Drake International
3. Property Requirement
4. Agent's Procedures
5. Consultant's Fees
6. Submission Procedures
7. Key Contact

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## **Existing property details**

Drake International currently occupies:

- Property : 55 Collins Street
- Area (Sqm) : 1,034Sqm NLA
- Level(s) : 40
- Lease Expiry : 31/10/19
- Option Period : No

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# Property brief

## 2

### About our client

Drake International offers HR solutions for every stage in the employee lifecycle. From attraction to retention, the Drake Universe of talent management solutions is able to assist your employees to improve their productivity and performance, and therefore the profitability of your business.

The Drake International Group of Companies are global specialists in the field of human resources, performance improvement, consultative management, permanent and temporary staffing and technology solutions. Established in Canada in 1951, Drake operates in 11 other countries around the world. In Australia, Drake operates from 22 branch locations including a national head office in Melbourne.

For further information please refer to their website: <https://au.drakeintl.com>

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# Property brief

## 3

### Property requirements

Our client's property requirements are set out as follows;

- **Area** Approx. 600 to 750 Sqm NLA (subject to space planning).
- **Grade** A / B
- **Location** Melbourne CBD
- **Amenities** Retail and Cafes in close proximity
- **IT** Standard provisions
- **Expansion** Right of first refusal over adjacent / contiguous space would be advantageous.
- **Lease Start** 1 November 2019
- **Lease Term** Minimum Five (5) years *plus*  
Three (3) to Five (5) year option
- **Lease Type** Direct Leases, Sub-Leases and Assignments will be considered provided the required term is met.
- **Signage** Will Consider
- **Configuration** Preference for a single floor. High quality fitted out options considered – please supply a floor plan or photos to support your nomination.
- **Public Transport** Good public transport within close proximity to site
- **Car Parking** Please advise numbers
- **Security** Quality provisions
- **Access for fit out** Three (3) months prior to Lease Start



# Property brief

## 4 Agent's procedures

Agents submitting property details must have valid instructions from the respective building owners. Any Agency disputes that arise from duplicate submissions will be referred to the landlord for resolution.

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## 5 Consultant's fees

Drake International will pay TRS directly.

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## 6 Submission procedures

TRS would request that proposals that meet with our client's requirements be submitted by **Close of Business on Monday, 04 February 2019** to secure inspection timing. Submissions should be emailed to [nominations@tenantrep.com.au](mailto:nominations@tenantrep.com.au) and contain the following as a minimum:

- Building and address / building owner
  - A brief description of the building and size of the premises
  - Availability date and brief financial parameters
  - The nature of the Agency appointment
- 

## 7 Contact

**Mark Lockwood**  
02 8243 6701  
[nominations@tenantrep.com.au](mailto:nominations@tenantrep.com.au)

We look forward to receiving your submissions and appreciate your co-operation towards a successful solution for our client.

Yours sincerely

**Mark McGrath MRICS**  
**Tenant Representation Services Pty Ltd**