

Please read the information for applicants on the reverse before you fill in this form.

Application made to (name of public authority): **CABINET OFFICE**

**Details of applicant:**

Surname (Family Name): LINDSAY	First Name: ALRIC
Organisation (if relevant):	<input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input checked="" type="checkbox"/> Miss <input type="checkbox"/> Mr. <input type="checkbox"/> Other _____
Postal address: 10337	Postal code: KY1-1003
Home phone number: 926-1688	Work phone number:
Email Address: alric@caymanfs.com	Fax:

**Details of Request:**

<p>I request access to record(s) covering matters which are:</p> <p>1. Personal</p> <p>Please include the name of the person to whom the information refers:</p> <p>_____</p> <p>2. Non-personal</p> <p>The request is for records held by relevant parties or departments or ministries</p>	<p style="text-align: center;"><b>Office use only</b></p> <p>Identity verified? (personal information only) Yes                      No</p> <p>Type of identification: _____</p> <p>Authorisation to make application? Yes                      No (Personal Information only)</p>
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The record(s) I request are: (attach additional pages if necessary)

**SMITH BARCADERE REDEVELOPMENT PROJECT**

On 23 December 2019, Request for Quotations (the "RFQ") No.: **T2019/007** was issued to prospective respondents to submit non-binding quotations for **The Smith Barcadere Redevelopment Project**, as further described in Section A of the RFQ Particulars (Appendix D) (the "Deliverables"). The Public Works Department sought to employ the services of a general contractor on Block 7C Parcel 140. The scope of work entailed the construction of a carpark, and a new office and restroom facility and all the additional features as prescribed by the drawings and details.

Please provide the following information:

1. Signed minutes of all department meetings where The Smith Barcadere Redevelopment Project was discussed and/or approved and/or authorized.
2. Confirmation whether any exemptions were granted at any time whatsoever in connection with The Smith Barcadere Redevelopment Project
3. If any exemptions were granted, please provide copies of signed minutes of meetings recording such exemptions.
4. Confirmation whether a committee was established in connection with The Smith Barcadere Redevelopment Project
5. If a committee was established:
  - a. Please confirm the date of establishment of the committee
  - b. Please confirm the names of members of the committee
  - c. Please confirm roles and posts held by members of the committee

- d. Please provide the details of remuneration paid to members of committee
  - e. Copies of all minutes of meetings of the committee
  - f. Copies of all memos of the committee
6. Amounts contemplated (at the time of consideration of The Smith Barcadere Redevelopment Project) to be expended or allocated to The Smith Barcadere Redevelopment Project.
  7. Number of phases contemplated for The Smith Barcadere Redevelopment Project.
  8. Name of ministry or department whose budget the amounts were contemplated to be expended or allocated from.
  9. Date of approval of budget in relation to amounts contemplated to be expended or allocated to The Smith Barcadere Redevelopment Project.
  10. Names of all parties that submitted bids in connection with The Smith Barcadere Redevelopment Project and the estimated provided by those parties.
  11. Confirmation whether any bids were approved and details of such bids.
  12. Copies of minutes of meetings where it was determined to discontinue or defer The Smith Barcadere Redevelopment Project, together with written reasons for discontinuation or deferral
  13. Details of the legislation and/or policies and/or procedures considered and/or applied in connection with the approval of The Smith Barcadere Redevelopment Project

**Do you want your request to be expedited (answered in 10 days)? If yes, please attach an explanation**

No	
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**I wish to receive a copy/copies of the record(s) in the following format:**

<input checked="" type="checkbox"/> photocopy	<input checked="" type="checkbox"/> electronic (via e-mail)
<input checked="" type="checkbox"/> compact disc (audio/video or data)	<input checked="" type="checkbox"/> transcript
<input checked="" type="checkbox"/> other (please specify) <i>microfiche</i>	Number of copies required: 2

**The applicant must complete this section (tick appropriate box):**

I want physical copies of the record(s) to be:	I want to inspect / view / listen to the record(s)
Delivered to me <input checked="" type="checkbox"/> Available to be picked up	<input checked="" type="checkbox"/> I want to have the record(s) e-mailed to me
Signature: <i>Aluc Ludry</i>	Date: 24 JUNE 2020

## **Information for Applicants:**

This form has been designed to assist people in gaining access to records held by the Cayman Islands Government.

### **What is Freedom of Information?**

The *Freedom of Information Law, 2007* (FOI Law) gives you the right to request access to records held by government authorities. All public authorities are required to follow a statutory process with respect to a response to your request and the timeframes under the law in assessing your application.

### **What details should I provide?**

Applications for information do not need to be made on a particular form but may be made on this application form if preferred. In accordance with the *Freedom of Information (General) Regulations 2008*, (FOI Regulations) an application shall include the following

- a. A name;
- b. A postal address or e-mail address to which notices and information can be sent;
- c. Details of the records, including (if known) the period and/or geographic area to which the information relates; dates relevant to the information needed; the name or other identifying characteristics of the document; and
- d. The form of access preferred (e.g. electronic or photocopies).

### **What is Personal Information?**

Under the FOI Law a person may request their own information. A separate application is required under the FOI Regulations for amendment or annotation of a personal record. If a person makes an application for their own personal information they must produce identification that allows the public authority to release this information. A person may be authorised to request someone else's personal information but must supply sufficient proof of this authorisation as required by the public authority (e.g. power of attorney, written authority by a next of kin).

### **What can I ask for?**

You can ask for records that are held by a Cayman Islands Public Authority. Under the FOI Law a "record" includes: a paper file, microfiche, print out, disk, visual material (maps, plans, and photographs) and audio-visual material.

### **Do I have to pay?**

Under the FOI Law, there is no application fee and no cost to inspect a record. However, the requestor is required to pay for expedited response, physical delivery of the records or for the cost of reproduction of a record, including the cost of converting a record into an alternative form.

The requestor shall be liable to pay a charge in the amount or at the rate fixed by, or in accordance with, the Schedule to the FOI Regulations. Payment by cheque / cash / money order / electronic card is required before copies of the document will be made. Each public authority may specify which forms of payment are accepted and which are not.

You will be supplied with a notice of the estimate of the charges if applicable. Processing and access charges may be waived for applicants at the discretion of the Chief or Principal Officer (e.g. financial hardship).

### **Processing of Application**

You will receive acknowledgment of receipt of your application 10 calendar days after receipt by the public authority. A decision will be made within 30 calendar days of receipt unless an extension is authorised of an additional 30 calendar days. If you have indicated that you want your request expedited, you must provide a non-refundable fee of CI \$50 and a reasonable explanation (i.e. the records are needed for judicial proceedings, or proof that it will affect life, liberty or public safety/health) as outlined in the FOI Regulations. If your request for expedition is granted you will receive the records in 10 calendar days.

*For more information, including specific fees, and to see a list of public authorities and Information Managers please visit our website at [www.foi.gov.ky](http://www.foi.gov.ky)*