

A guideline for preliminary interview survey on the facility operation of the Ariake Arena

1. Conducting interviews

a. Date and Place

From late January to mid February 2017 (30 min. to 60 min. each)

Meeting rooms in the TMG buildings

b. A set of requirements to be considered for an interview

A juridical person or a group of such persons (such as corporations and associations/foundations) who will have expressed interest in the facility operation of the Ariake Arena and satisfy the following two conditions:

- i. Capable of making a proposal for feasible operational schemes and programmes to be implemented;
- ii. A track record of having proposed a project plan on the facility operation using PFI/PPP schemes/plan to the central and local governments, or of having experience in the facility operation using such schemes

c. Interview detail and interview process

i Interview questions

As seen in the attached sheet

ii Interview process

An interview will be a closed meeting. The TMG may however use a summary of the results of such an interview in its reports and similar documents after receiving approval from the interviewee(s)

d. Others

Each interview will be conducted separately and independently for the protection of proprietary ideas and know-how of an interviewee.

2. Applying for an interview

Fill out a set of application forms (Form 1 and when you have any question, add Form 2), attach to your e-mail and send the completed application by the stated deadline [see 2. b. below] to the address [see 2. a. below]. Write "Applying for an interview (Name of Organisation)" for the subject header. If you apply as a group, your representative organisation should send an application. Note, however, that when applying, attach also materials which briefly describe your organisation(s) (in any form).

a. A completed application sent to:

Email: S1050502 (at) section.metro.tokyo.jp

(when sending, change '(at)' to '@' as the current email address is modified to prevent spam mails)

b. Application deadline:

The completed application must reach the TMG no later than noon on Friday, January 20 2017

c. All inquiries on application will be accepted by email only.

No telephone inquiry please.

d. Important notice:

An applicant who has satisfied all requirements provided under 1. b. will be interviewed in principle, provided that all application and supporting materials are completed and submitted properly.

Note, however, that the TMG will consider the requirements (as provided in 3(a) above) of each applicant after receiving the application and provide additional material on the facility operation of the Ariake Arena only for those parties who have satisfied the requirements.

3. Submitting all supporting materials for the application:

Prepare your answers/opinions (max. 5 pages, A4 size in any form) in response to the five categories of interview questions listed on a separate sheet. Attach them to your email and send by the stated deadline (see below) to the address [see 2. a. above] Write "Submitting materials for an interview (Name of Organisation)" for the subject header. If you apply as a group, your representative organisation should send an application.

The deadline: all supporting materials must reach the TMG no later than noon on Wednesday, January 25 2017.

4. Prerequisites for the operation of the Ariake Arena (as assumed at the time of this interview sessions):

a. The facility in question:

The Ariake Arena

(During the Olympic Games-time, Volleyball and during the Paralympic Games-time, Wheelchair basketball)

b. The facility overview

Venue location	Ariake 1-chome, Koto Ward, Tokyo
Lot area	About 36,600 m ²
Floor area	About 45,600 m ²
Building structure	Reinforced-Concrete, partially SRC/S
Number of floors, height	About 40 m, five floors above ground

c. The main components of the facility:

Main Arena	Area: about 4,100 m ² Spectator seating: about 15,000 (including temporary seats)
Sub Arena	Area: about 1,400 m ²
Others	Gyms/Studios, Cafes/Restaurants, A meeting square

d. The TMG's basic view on the operation of a facility:

A URL below is referred to for the management/operation plan of new permanent facilities (an interim report)

http://www.2020games.metro.tokyo.jp/taikaijyunbi/torikumi/riyou/uneikeikaku_chukan/index.html

e. The project scheme for the facility operation

The TMG plans to use a concession scheme, as defined under the Act on Promotion of Private Finance Initiatives (Act No.117 of 1999)

5. The important notice (make sure to understand and accept the points listed below before sending your application)

a. Regarding your participation in the interview session and opinions offered as well as costs involved

Your participation in this interview session (including opinions expressed) in any way will not contribute to the evaluation of your standing when applications for the position of an operator for the Ariake Arena are formally accepted.

The TMG will make your opinions expressed and information shared a future reference when it considers various schemes for the management/operation of the Ariake Arena.

You will be responsible for any cost incurred prior to, during and after the interview (such as preparing documents) while there is no application fee.

b. Regarding your cooperation with an additional meeting to this session of interviews and the possible second round of interviews

The TMG would possibly ask some or all interview participants, as the case may be, to take further part in an additional interview (including written enquiries).

The TMG would also conduct the second round of interview survey, if necessary, based on the results of the first interviews.

c. Making the results of the first interview session(s) public

Interview results may be uploaded on the TMG website in a summary form, but in any event, all relevant interview participants will be consulted for their approval prior to disclosing any part of the results to the public.

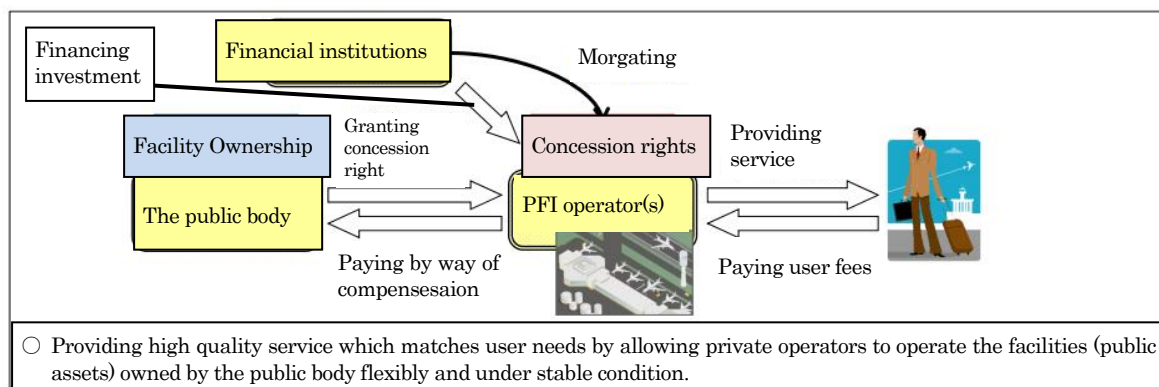
6. The following information is for reference only:

a. About a concession scheme/type (as defined in Japan under the Act on Promotion of Private Finance Initiatives (Act No.117 of 1999)

This scheme allows the public body to grant concession rights to private operators for them to operate facilities (public assets) where service fees are collect from the users, while asset ownership remains with the public authority. The scheme can apply to both the existing and newly built facilities.

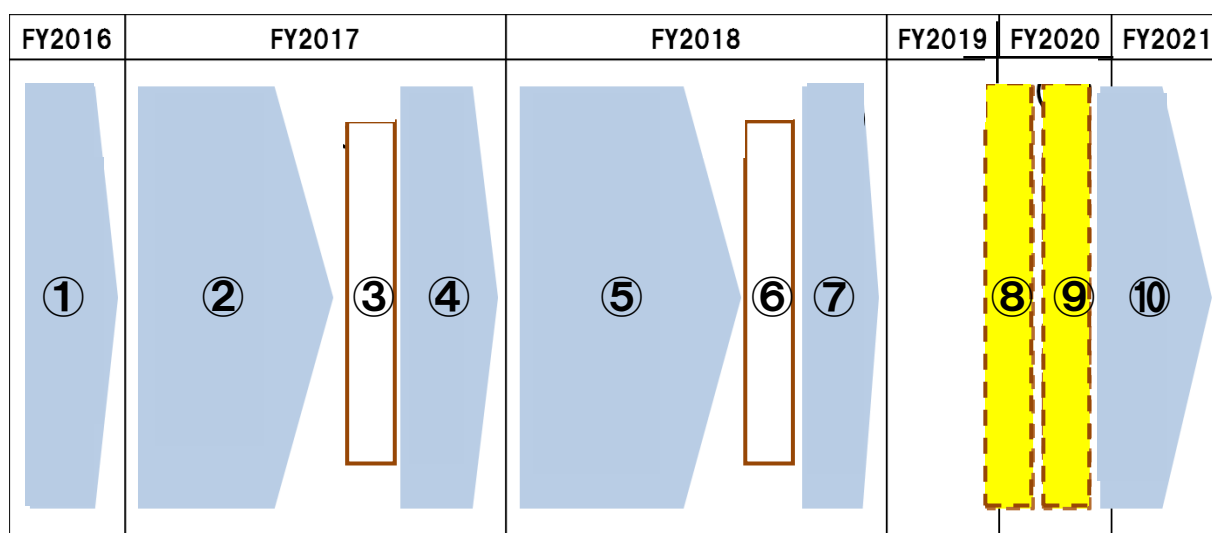
The concession rights are intended to allow the private operators to operate the facilities flexibly (including the right to set user fees with the condition of prior notification to the public body) and expected to make use of their creativity and ingenuity.

The concession rights are recognised as a type of property rights and thus can be assigned, transferred or disposed of and flexible financing are expected by taking out a mortgage on them and other means.



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b. Implementation timeline for the concession-based scheme (tentative)



- ① Considering schemes for the facility operation (Interviewing interested organisations)
- ② Preparing for the guideline to implement PFI
- ③ Ordinance for implementation of PFI
- ④ Preparation to invite interested organisations
- ⑤ Invitation, selection process and decision on the position of an operator
- ⑥ Granting concession rights
- ⑦ Entering into a contract for implementation of concession rights
- ⑧ Test events
- ⑨ Tokyo 2020
- ⑩ Operating the facility

c. References

Ref. 1	Post-Games utilization of new and permanent facilities http://www.2020games.metro.tokyo.jp/taikaijyunbi/torikumi/riyou/index.html
Ref. 2	Competition venues and other facilities to be developed by TMG http://www.2020games.metro.tokyo.jp/taikaijyunbi/torikumi/facility/kyogi/index.html
Ref. 3	Advisory Council on development of Tokyo Metropolitan Competition facilities http://www.2020games.metro.tokyo.jp/taikaijyunbi/torikumi/facility/simonkaigi/index.html

7. Contact information

Venue Development Section 1
Olympic Venues Division
Bureau of Tokyo 2020 Olympic and Paralympic Games Preparation
Tokyo Metropolitan Government
Nobuhiko YOSHIDA/Hiroki MATSUMOTO

Tel: 03-5388-2479 (extension: 38-514)

Email: S1050502 (at) section.metro.tokyo.jp

(when sending, change ‘(at)’ to ‘@’ as the current email address has been modified to prevent spam mails)

Address: 8-1 Nishi-Shinjuku 2-chome, Shinjuku Ward, Tokyo 163-8001
TMG 1st bldg., South Wing 14th floor

< Interview questions >

Assuming that newly-built Ariake Arena will be operated on a concession-basis scheme, the TMG will conduct an interview with the following list of main questions:

	Description of items
1	<p>Plans and measures to utilise the facility</p> <p><u>examples</u></p> <ul style="list-style-type: none"> - willingness to participate in a concession-based scheme project for public facilities (assets) - plans or measures to make effective use of the facility - conditions for undertakings (project duration, operational conditions, etc.) - payment by way of compensation for the concession rights (e.g. the ratio of the payable amount to annual operating profit)
2	<p>Plans and measures to boost revenues</p> <p><u>examples</u></p> <ul style="list-style-type: none"> - ideas for boosting revenues - naming rights
3	<p>Willingness to make an additional investment</p> <p><u>examples</u></p> <ul style="list-style-type: none"> - willingness to make any refurbishment/upgrade for the facility after the Games
4	<p>Commitment to local development and vibrant communities</p> <p><u>examples</u></p> <ul style="list-style-type: none"> - possible collaboration with other related facilities - possible contributions to local development - accessibility to the facility (e.g. shuttle bus service)
5	<p>Other proposals</p> <p>* Any other schemes other than the concession-based type will be acceptable.</p>