



## Cambridge City Council

**To:** Executive Councillor for Planning and Climate Change  
**Report by:** Sean Cleary – Commercial Operations Manager  
**Scrutiny committee:** ENVIRONMENT 12/03/2014  
**Wards affected:** All

### **Project Appraisal and Scrutiny Committee Recommendation**

#### **Project Name:**

**Programme of Holding Repairs to Queen Anne Multi-storey Car Park**

#### **Recommendation/s**

##### **Financial recommendations –**

- The Executive Councillor is asked to approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan ( ).
  - The total cost of the project is estimated to be £580,000 over five years, funded from Repairs and Renewals
  - There are no ongoing revenue implications arising from the project.

##### **Procurement recommendations:**

- The Executive Councillor is asked to approve the carrying out and completion of the procurement of essential structural repairs to the car park structure, repairs to the car parks impact barriers, drainage repairs and including associated specialist technical and project management support to specify and supervise the repair works over the next five years to the value of £580,000.
- Subject to:
  - The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.

- The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

## 1 Summary

### 1.1 The project

**To carry out a five-year programme of essential structural repairs to the car park structure, repairs to the car parks impact barriers, drainage repairs and refurbishment of the lift, including associated specialist technical and tendering support and supervision.**

Target Dates:

Start of procurement	Feb 2014
Award of Contract	Aug 2014
Start of project delivery	Jan/Feb 2015
Completion of project	Sept/Oct 2019

### 1.2 Anticipated Cost

Total Project Cost	£ 580,000
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Cost Funded from:

Funding:	Amount:	Details:
Reserves	£	
Repairs & Renewals	£580,000	Structural R&R - cost centre 27721 Equipment R&R- cost centre 23545
Developer Contributions	£	
Other	£	

### Ongoing Revenue Cost

Year 1	£0	
Ongoing	£0	

### 1.3 Procurement process

External consultants, who will be required to assist with evaluation of the tender returns will prepare a specification for these works.

Tender preparation and procurement will be carried out in-house by the Parking Services commercial and business projects team, with the support of the Architects Team.

## 2 Project Appraisal & Procurement Report

### 2.1 Project Background

The Council is currently considering options for the future of Queen Anne Terrace multi-storey car park, which is now over 40 years old. Essential structural and safety repairs including a lift refurbishment will be required over the next five years in order to ensure its safe operation, provide a safe environment to the public and officers of the Council, and protect future income streams whilst consideration is taken for its long term future.

A programme of works estimated to be

2014/15 - £170,000

2015/16 - £360,000

2016/17 - £15,000

2017/18 - £20,000

2018/19 £15,000

A specialist contractor is required to complete and manage the required works. Specialist help is required to specify and evaluate the procurement. It is anticipated that the essential works will be conducted in year 2 and on-going holding repairs and evaluations will be necessary in years 3, 4 and 5.

Other options considered:

- *Do nothing*: This would cause either full or partial closure of the car park resulting on revenue streams for the authority

and volume of parking facilities available to the general public.

- *Construct a roof over the car park* : This is estimated to cost twice as much as replacing the waterproof membrane but it would last four times as long. We estimate the cost to be £350K plus approximately 10% for fees and obtaining approvals. However, there would still be the requirement for essential holding repairs to be carried out throughout the rest of the car park whether or not a roof was constructed.

The priority works in the project will focus on carrying out essential structural repairs to the concrete and steel structure, to lay a new protective membrane of the roof, to replace or strengthen vehicle impact barriers throughout the car park, and address drainage problems. Refurbishing the lift will also be an early element of the programme of works. Annual inspections will review the precise programme for subsequent years.

We have considered replacing all of the main car park lights with LED replacements in order to achieve electricity savings. However calculations show that the saving over a 5 year period does not make this economical. It would only be a worthwhile considering this project if the existing lights were at the end of their life but we feel that the existing lights will last for the 5 years that remain until a decision is made about the future of this car park.

## **2.2 Aims & objectives**

The project will improve the safety of the current parking facilities and extend the useful life of the car park, thereby protecting potential future revenue streams to the Council from car parking.

It will contribute to ensuring that all customers have an entirely satisfactory experience of using the Council's services.

## **2.3 Major issues for stakeholders & other departments**

It is recognised that the successful management and continued operation of substantial part of the car park throughout the refurbishment is a key objective, but that some disruption to normal operations is inevitable throughout this project.

- **Car Park Users.** The majority of the work will be on the roof of the car park, this area will have to be closed during the works but the rest of the car park can remain open. To minimise inconvenience to users the works will be planned to ensure that they are phased and managed to keep disruptions to a minimum .
- **Local businesses, and regular users** will be kept informed and consulted about changes and disruption to the operations, and
- **Local residents** will be informed of the work and the possibility of any inconvenience it may cause.

The specific logistics and method statements about managing the works in an operating car park will be critical factors in selecting the successful contractor to manage the works. It is also recognised that there will be no ideal time to commence these works. However, the project delivery will have to be sensitive to the business needs at all times, and particularly in the Autumn/Christmas peak periods.

## **2.4 Summarise key risks associated with the project**

The key risks the project aims to mitigate are:

- Loss of car parking revenue from closure of the car park or parts of the car park.
- Safe management of the repairs in an operational car park
- Disruption to users of the car park as a result of the repair and refurbishment works.

Risks involved that might occur if the project does not take place are:

- Closure of the car park or parts of the car park on safety grounds before a redevelopment of the car park can be determined and implemented
- Loss of car parking revenue
- Inconvenience to general public

To alleviate these potential risks, works will not be conducted around peak periods. The majority of the works will be carried out on the roof of the car park, this area will have to be closed but the rest of the car park will remain open. Where work is required to the

rest of the car park this will be planned to ensure that any closure of levels will be limited to allow the car park to remain as operational as possible.

## 2.5 Financial implications

Appraisal prepared on the following price base: 2013/14

Until procurement processes have been completed and talks have been conducted with the successful contractor the exact details of the work required and the length of time each repair will take is currently unknown. The implications concerning any loss of revenue as a result of closure of parking levels cannot therefore be determined at this time, although such losses will be mitigated by careful management to ensure as much of the car park remains open as possible.

## 2.6 Capital & Revenue costs

(a) Capital	£	Comments
Building contractor / works	560,000	Concrete repairs, barrier replacement and /or strengthening, works to drainage system and lift refurbishment
Purchase of vehicles, plant & equipment		
Professional / Consultants fees	20,000	External consultancy to prepare a specification and support procurement, carry out structural review, assess risk, prioritise works and project manage. In-house costs to include CDM, procurement support and contract preparation
IT Hardware/Software		
Other capital expenditure		
<b>Total Capital Cost</b>	<b>580,000</b>	

<b>(b) Revenue</b>	<b>£</b>	<b>Comments</b>
Maintenance		
R&R Contribution	0	
<b>Total Revenue Cost</b>	<b>0</b>	

## 2.7 VAT implications

There are no VAT implications

## 2.8 Environmental Implications

Climate Change impact	none
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## 2.9 Other implications

These works will contribute to improving community safety, by reducing the risks of damage and deterioration of the car park structure.

Alternative arrangements for Blue Badge parking on other levels of the car park and nearby on the street will be considered, alongside facilities within the other city centre car parks that can accommodate Blue Badge holders.

## 2.10 Staff required to deliver the project

Internal project team resources will be required to deliver this project in the relation to project management, Construction Design Management, procurement support and contract preparation.

External resources required have been included in the financial table above with the consultant being involved for the duration of the project.

### **2.11 Dependency on other work or projects**

None

### **2.12 Background Papers**

### **2.13 Inspection of papers**

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## Capital Project Appraisal - Capital costs &amp; funding - Profiling

**Appendix A**

**DOUBLE CLICK TO ACTIVATE THE SPREADSHEET**  
**Make sure year headings match start date ...**

	2014/15	2015/16	2016/17	2017/18	2018/19	Comments
	£	£	£	£	£	
<b>Capital Costs</b>						
Building contractor / works	150,000	360,000	50,000	20,000	15,000	
Purchase of vehicles, plant & equipment						
Professional / Consultants fees	20,000					
Other capital expenditure:						
<b>Total Capital cost</b>	<b>170,000</b>	<b>360,000</b>	<b>50,000</b>	<b>20,000</b>	<b>15,000</b>	
<b>Capital Income / Funding</b>						
Government Grant						
Developer Contributions						
R&R funding	170,000	360,000	50,000	20,000	15,000	27721/23545
Earmarked Funds						
Existing capital programme funding						
Revenue contributions						
<b>Total Income</b>	<b>170,000</b>	<b>360,000</b>	<b>50,000</b>	<b>20,000</b>	<b>15,000</b>	
<b>Net Capital Bid</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

