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<b>Committees:</b> Projects Sub-Committee Planning & Transportation Committee	<b>Date</b> 25 January 2021 26 January 2021
<b>Subject:</b> Baynard House Car Park – Ventilation & Smoke Clearance System.  <b>Unique Project Identifier:</b> <i>PV Project ID 12195</i>	<b>Gateway 5:</b> <b>Regular Authority to start work</b>
<b>Joint Report of:</b> Director of the Built Environment And City Surveyor <b>Report Author:</b> Chris Sharpe	<b>For Decision</b>
<h1 style="margin: 0;">PUBLIC</h1>	

<b>1. Status Update</b>	<p><b>Project Description:</b>          Ventilation system for Baynard House Car Park, to meet Fire Risk Strategy requirements and provide adequate ventilation for current operation.</p> <p><b>RAG Status:</b> Green (Green at last report to Committee)</p> <p><b>Risk Status:</b> Low (Medium at last report to committee)</p> <p><b>Total Estimated Cost of Project (excluding risk):</b> <i>Estimated total outturn cost £640,777</i></p> <p><b>Change in Total Estimated Cost of Project (excluding risk):</b> Decrease of <b>£6,223</b> since last report to Committee</p> <p><b>Spend to Date:</b> £12,500 (leaving a balance of £24,500 on the funds, £37,000 approved at Gateway 1-4).</p> <p><b>Costed Risk Provision Utilised: Nil</b></p> <p><b>Funding:</b> Funding for this scheme from the On-Street Parking Reserve was approved in principle as part of the 2020/21 annual capital bid round. Further approval of Resource Allocation Sub and Policy and Resources Committees will be required to draw down these funds following approval of this</p>
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	<p>gateway report.</p> <p><b>Slippage:</b> After Gateway 4 was approved, one floor of the car park was earmarked for use by a corporate occupier, with fit out works currently being undertaken and occupation programmed for April 2021. The change of use incorporates architectural changes, which required the design calculations for this project to be run again, once details of changes were available. The overall impact from the previous programme, is a delay of around 9-12 months.</p>																
<p><b>2. Requested decisions</b></p>	<p><b>Next Gateway:</b> <i>Gateway 6: Outcome Report</i></p> <p><b>Next Steps:</b></p> <p>Award works contract to winning bidder. Execute works, test, commission and demonstrate new ventilation system in order to allow use of new rapid charging points.</p> <p><b>Requested Decisions:</b></p> <ol style="list-style-type: none"> <li>1. Approve the total project sum of £640,777 including fees, surveys, staff costs, and preconstruction activities already expended</li> <li>2. Note that funding for this scheme from the On-Street Parking Reserve was approved in principle as part of the 2020/21 annual capital bid round and that draw-down is subject to the further approval of the Resource Allocation Sub and Policy and Resources Committees.</li> <li>3. That the tender received from the SW Bruce Ltd in the sum of £598,777 is approved and they are appointed to undertake the work.</li> <li>4. The Comptroller and City Solicitor enter into a contract with SW Bruce Ltd.</li> <li>5. That the risk budget of £65,000 to cover design developments and asbestos, is approved (to be drawn down via delegation to Chief Officer).</li> </ol>																
<p><b>3. Budget</b></p>	<p><b><i>Complete this section in consultation with your Head of Finance</i></b></p> <table border="1" data-bbox="528 1592 1390 1995"> <thead> <tr> <th>Item</th> <th>Spend to Gateway 5</th> <th>To Completion</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Works</td> <td>£Nil</td> <td>£598,777</td> <td>£598,777</td> </tr> <tr> <td>Building Control &amp; CDM Advisor</td> <td>£7,500</td> <td>£4,500</td> <td>£12,000</td> </tr> <tr> <td>Refurb &amp; Demolition</td> <td>£Nil</td> <td>£10,000</td> <td>£10,000</td> </tr> </tbody> </table>	Item	Spend to Gateway 5	To Completion	Total	Works	£Nil	£598,777	£598,777	Building Control & CDM Advisor	£7,500	£4,500	£12,000	Refurb & Demolition	£Nil	£10,000	£10,000
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Asbestos Survey			
Asbestos removals	£Nil	£10,000	£10,000
Staff costs	£5,000	£5,000	£10,000
<b>Sub Total</b>	£12,500	£628,277	£640,777
Risk			£65,000
<b>Total</b>			£705,777

Following PQQ submittals 3 contractors were selected and tenders submitted on a quality/ cost evaluation basis of 50/50 split. All 3 contractors returned priced tenders.

Rank	Contractor	Tender Sum	Cost Score	Quality Score	Combined Score
1	SW Bruce	598,777	47	36.3	83.3
2	Sykes & Son	562,942	50	32.5	82.5
3	Etec	605,775	46	16.7	62.7

The tender evaluation was carried out by Officers of the City of London. A summary of the tender sums and quality scoring are set out in the table above: A detailed tender report is included in Appendix 3.

Following tendering and evaluation it is recommended that the SW Bruce Ltd is appointed to carry out the works for the tender sum of £598,777

### **Fees**

#### **CDM Advisor (Baily Garner LLP)**

Initial Fee Proposal £4,140

#### **Building Control (City of London)**

Initial Fee Proposal £3,360

**Costed Risk Provision requested for this Gateway: £65,000**  
(as detailed in the Risk Register – Appendix 2)

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	<p><b><u>Funding</u></b></p> <p>Funding for this scheme from the On-Street Parking Reserve was approved in principle as part of the 2020/21 annual capital bid round. Further approval of the Resource Allocation Sub and Policy and Resources Committees will be required to draw down these funds following approval of this gateway report.</p> <table border="1" data-bbox="533 528 1353 743"> <thead> <tr> <th data-bbox="533 528 1161 584">Funds/Sources of Funding</th> <th data-bbox="1161 528 1353 584">Cost (£)</th> </tr> </thead> <tbody> <tr> <td data-bbox="533 584 1161 636">Local Risk</td> <td data-bbox="1161 584 1353 636">37,000</td> </tr> <tr> <td data-bbox="533 636 1161 687">On Street Parking Reserves</td> <td data-bbox="1161 636 1353 687">610,000</td> </tr> <tr> <td data-bbox="533 687 1161 743" style="text-align: right;"><b>Total</b></td> <td data-bbox="1161 687 1353 743"><b>647,000</b></td> </tr> </tbody> </table>	Funds/Sources of Funding	Cost (£)	Local Risk	37,000	On Street Parking Reserves	610,000	<b>Total</b>	<b>647,000</b>
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<b>Total</b>	<b>647,000</b>								
<p><b>4. Design summary</b></p>	<p><b><i>Use numbered points here</i></b></p> <ol style="list-style-type: none"> <li>1. Supply, Install, Test, Commission and Demonstrate a new Ventilation and Smoke Clearance System to Baynard House Car Park, to bring up to modern standards for ventilation and fire safety.</li> <li>2. Undertake associated mechanical enabling works, such as strip out of existing non-operational plant.</li> <li>3. Undertake associated electrical works, such as independent secondary power supply and fire alarm modifications.</li> <li>4. Undertake building works to improve airflow in normal operation and fire, smoke and fume compartmentation in emergency situations.</li> </ol>								
<p><b>5. Delivery team</b></p>	<p><b><i>Use numbered points here</i></b></p> <ol style="list-style-type: none"> <li>1. Supervising Officer: Chris Sharpe</li> <li>2. Principal Designer under CDM: Baily Garner LLP</li> <li>3. Main Contractor: SW Bruce Ltd.</li> <li>4. Ventilation &amp; Smoke Clearance Supplier: Colt Ltd.</li> <li>5. BMS Supplier: TBC</li> <li>6. Fire Alarm Supplier: Square Mile Ltd.</li> </ol>								
<p><b>6. Programme and key dates</b></p>	<p><b><i>List dates here</i></b></p> <p>Gateway 5 Approval: January/February 2021          Place order:- February 2021          Lead-in period (fans): 12 weeks          Start on site: May 2021          Completion: August 2021</p>								
<p><b>7. Risks</b></p>	<p>The main risks identified at GW1-4, were associated with building control, planning permissions and fire compartmentation to surrounding areas, namely Castle Baynard Tunnel. These risks have largely been designed out, resulting in a post-mitigation risk reduction of £235,000</p> <p>Some residual risks remain with regard to design development associated with fire safety, additional cooling and asbestos. The costed risk provision of £65,000 is deemed adequate to</p>								

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	<p>cover these risks.</p> <p>Further information available in the Risk Register (Appendix 2) and options appraisal matrix.</p>
<b>8. Success criteria</b>	<p><i>1. Fully operational ventilation system for the car park, achieving air changes in-line with current building regulations, H&amp;S at Work Act and best practice.</i></p> <p><i>2. Demonstration that the fire strategy for the building is operating in-line with computer modelling, in the event of fire.</i></p> <p><i>3. Demonstration of air-flow through the fast electric vehicle charging area, to allow fast chargers to be put in to operation safely.</i></p>
<b>9. Progress reporting</b>	<p><i>Monthly via Project Vision</i></p> <p><i>Issues Report should further decision be required</i></p> <p><i>Inter-departmental communication meetings monthly.</i></p>

### **Appendices**

<b>Appendix 1</b>	Project Coversheet
<b>Appendix 2</b>	Risk Register
<b>Appendix 3</b>	PTIW Procurement Tender Report Form

### **Contact**

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