

Report to Cabinet



28 September 2023

By the Cabinet Member for Local Economy and Place

DECISION REQUIRED

Partially Exempt

Appendix 1 exempt under Paragraph 3 of Part 1 of Schedule 1 of the Local Government Act 1972

Swan Walk Car Park Works – contract award and budget allocation

Executive Summary

The resurfacing of the top deck of Swan Walk car park is required to maintain the integrity of the building.

A procurement exercise was completed in April 2023 in relation to these works.

The works contract was awarded to the winning bidder, however, the contractual relationship has now ended with the consent of both parties.

Accordingly, the Council's procurement officers are consequently seeking quotes from new suppliers to ensure the proper and urgent completion of the works. It is anticipated that extra works will be required which will cost in the region of £100,000. The extra works figure is in addition to the sums already budgeted for this project.

As such, this report is seeking Cabinet authority to award the contract to the winning bidder.

Recommendations

That the Cabinet is recommended:

- i) To approve the award of the contract to the winning bidder (in relation to the Swan Walk car park top deck works) on the terms contained in Appendix 1 ("the Contract")
- ii) To delegate authority to the Director of Resources in consultation with the Head of Legal & Democratic Services to finalise the terms and conditions of and enter into the Contract.

Reasons for Recommendations

- (i) To enable the award of the contract to the winning bidder which will facilitate the completion of the Works.
- (ii) It is expected that the total value of the works contract will be circa £350,000 and, therefore, Cabinet approval is required to award this contract.

Background Papers

Nil

Wards affected: Denne

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Background Information

1 Introduction and Background

- 1.1 The top deck of Swan Walk car park has a Triflex membrane coating which was installed in 2005. It had a warranted life span of 10 years and is now starting to deteriorate. To date the deterioration has been localised and patch repairs have been carried out over the past three years, pending full replacement.
- 1.2 The membrane on the top deck protects the lower floors and concrete structure of the car park from water ingress. Too much water ingress would cause the reinforcing steel within the concrete to rust and break up.
- 1.3 Using a membrane coating was considered the best option due to the alternative coating of asphalt being too heavy for the structure.
- 1.4 The membrane coating also integrates line marking and different colours for parking, driving lanes and pedestrian walkways making it clearer for the user and is what is expected in a modern carpark.
- 1.5 The Council's procurement team is seeking quotes from suppliers to facilitate the completion of the required works on an urgent basis.

2 Relevant Council policy

- 2.1 This work contributes to Horsham District by ensuring that Swan Walk carpark is available and safe in the long term, supporting Horsham as an easy place to carry out business and shop.

3 Details

- 3.1 The quality of membrane is specified to be either Sika or Triflex and considered by the Council's specialist car park consultant engineer as the most suitable coating in this situation.
- 3.2 Four contractors with many years of experience in the industry, have been requested to price the work while providing a manufacturer's warranty of 10 years.

4 Next Steps

- 4.1 Following completion of the tender process, the winning bidder will be awarded the contract to carry out the required works.
- 4.2 A prestart meeting will be held with Parking Management.
- 4.3 Customers will be advised of the upcoming work and the applicable timing.

5 Views of the Policy Development Advisory Group and Outcome of Consultations

- 5.1 Stripe Consultants, who specialise in carpark maintenance, have been consulted to specify the required work, and carry out a tender exercise to five contractors. Following the departure from site of the initial contractor they are organising a second tender exercise for the repair of the exposed screed substrate and the application of the waterproof membrane.
- 5.2 Internal consultation with the Parking Services Manager has taken place to consider likely impact on the availability of parking at Swan Walk and agreement of appropriate mitigation measures. These include relocating season ticket holders on a temporary basis.
- 5.3 The project has been referred to the Director of Resources who has approved the procurement route and the Monitoring Officer confirms legal probity.
- 5.4 Owing to the urgency associated with this matter, this report was circulated by email to the members of the Local Economy and Place Policy Development Advisory Group.

6 Other Courses of Action Considered but Rejected

- 6.1 An alternative resurfacing in Asphalt was considered but determined too heavy for the structure.

7 Resource Consequences

- 7.1 The tender bid is estimated to amount to more than £250,000, when combined with phase 1 of the work at £99,000 brings in the total cost for the project to £350,000.
- 7.2 This exceeds the approved capital budget of £250,000.
- 7.3 A further amount of £100,000 is estimated for completion of the project which will be vired from an existing unspent capital budget in the 2023/24 capital programme.

8 Legal Considerations and Implications

- 8.1 The Cabinet has the authority to award the contract and the decision to do so sits within the Council's Budget and Policy Framework.
- 8.2 The Council's legal team will oversee the award of the contract to the winning bidder and the completion of the required works contract.

9 Risk Assessment

- 9.1 There is a risk relating to the timing of the work pushing into the Christmas period due to extended lead times for the membrane product. Parking Services are considering contingency plans for the provision of carparking if this eventuates.

10 Procurement implications

- 10.1 Due to the membrane work requiring specialist contractors a dispensation under the Council's Procurement Code was approved by the Director of Resources to carry out a tender with four certified contractors.

11. Equalities and Human Rights implications / Public Sector Equality Duty

- 11.1 The work has no impact on any of the groups named in the equality legislation and Equalities Impact Assessment is not required.

12 Environmental Implications

- 12.1 The environmental impact principally revolves around the disposal of the existing 18year old membrane as it is sent to a general waste landfill. Empty tins used in the process will be recycled and any concrete that is broken out will also be recycled.

13 Other Considerations

- 13.1 None