

Report to the Cabinet

Report reference: C-008-2016/16

Date of meeting: 11 June 2015



**Epping Forest
District Council**

Portfolio: Asset Management & Economic Development

Subject: Provision of New Depot at Oakwood Hill.

Responsible Officer: Chris Pasterfield (01992 564124).

Democratic Services Officer: Gary Woodhall (01992 564470).

Decisions Required:

(1) To accept the tender of £2,385,176 from T. J. Evers Ltd to undertake the design, build and construction of the new depot at Oakwood Hill for Grounds Maintenance and Fleet Operations; and

(2) That, pursuant to Overview and Scrutiny Rule 21(Special Urgency), the Chairman of the Council be requested to waive the call-in arrangements for this decision due to its urgency as any delay in relocating services from Langston Road Depot may impact on the programme for delivering the new Epping Forest Shopping Park.

Executive Summary:

In order for the development of the Epping Forest Shopping Park, Langston Road to take place the existing services need to be relocated. It is proposed to relocate Grounds Maintenance Service and Fleet Operations garage to a new depot at Oakwood Hill.

Reasons for Proposed Decision:

To provide new accommodation for relocated staff and to vacate Langston Road Depot in order to facilitate a valuable retail warehouse development.

Other Options for Action:

To not relocate staff to this location and delay the construction of Epping Forest Shopping Park.

Report:

1. The Cabinet report approved on 15th December 2014 a budget of £2,520,000 plus fees of £75,000 for Stace LLP as project managers and £62,500 for engineering consultancy. The tender bid from T.J.Evers Ltd seems to be in line with this budget when contingencies are taken into account.

2. The design layout of the new buildings has been undertaken in detail with the two services involved to ensure that they adequately provide accommodation and facilities required. The mezzanine office floor level above the Grounds Maintenance works shop will

provide 5,800 sq ft of space which will provide flexibility relating to head office staff.

3. The specification will include a full fit out of equipment required in the offices including power points, heating and IT points as required but will assume that furniture and computers will be relocated from the existing premises.

4. The project was offered to five construction companies to tender and three companies submitted tenders. The lowest tender was from T.J.Evers Ltd.

5. T J Evers were interviewed on Friday 22rd May at Stace LLP offices and their tender and Method Statement were examined in some detail and their answers were found to be satisfactory. The company is based in Tiptree and has recent experience of constructing Ernest Doe new depots which have similar facilities to the proposed Council depot.

6. It was noted that statutory diversions had not been included in the tender price which would relate to the highways works necessary to construct the depot entrance and relocate the bus stop. Stace advised that £50,000 should be sufficient but costs could not be obtained until these works were progressed.

7. T.J.Evers have allowed for statutory signage but not signage specific to the depot services. This would be covered under the contingency allowance.

Resource Implications:

The lowest tender is £134,824 below the approved budget and it is intended to retain this amount as a contingency.

Relocating the glass house and nursery function from Pyrles Lane Nursery to Oakwood Hill will allow this 2.42 acre site be considered for potentially valuable re-development.

Legal and Governance Implications:

Planning conditions are being met by the development and provision of consultant information.

Safer, Cleaner and Greener Implications:

These implications have been taken into account in the design of the buildings and site where possible and in consultation with the Planning Department and Senior Contaminated Land officer.

Consultation Undertaken:

TFL as the site adjoins railway lines on one boundary. Asset Management & Economic Development Group and Committee. Cabinet on 15th December 2014.

Background Papers:

None.

Risk Management:

By employing Stace LLP as project managers, quantity surveyors and designers the Council have minimised risk by employing a consultant with proven skills and experience in these areas.