

Specification for a feasibility study for re-design of Rock-a-nore car park

Background

Hastings is a seaside resort on the south coast of England. The Stade Old Town area where the fishing beach is located is the most popular tourist and visitor destination area of the seafront. It is the place where the Old Town, with its heritage assets such as the net shops, fishing fleet, museums, cultural outdoor space, amusements and eateries and retail units all come together against a backdrop of the Castle and the Country Park.

During the summer and shoulder seasons, there are significant issues with congestion on Rock-a-nore Road (see Appendix 1 for location) and failure in the operations of the car park. This is believed to be for the following reasons:

- Existing Vehicle Messaging Signs (see Appendix 2 for locations) may not be effective to divert traffic away from this area and to other car parks and there are no alternative transport methods to the area.
- The large car park is located next to the fishing quarter and the beach and access to the car park is through the narrow Rock-a-nore road.
- There are two distinct car parking areas: entrance and exit arrangements to the car parks cause bottlenecks causing serious congestions on the A259.
- Not all the parking areas are clearly marked, surfaced with clearly defined aisles.
- During busy summer times, the operation of the traffic lights and pedestrian crossing arrangements on the A259 / Rock-a-nore junction may also be causing problems.

Feasibility study considerations and deliverables

Hastings Borough Council would like to conduct a feasibility study to redesign the operation of Rock-a-nore carpark to address the issues highlighted above. The study will consider and provide detailed design solutions and costing options to the following:

- An assessment of the current situation regarding the car park – including management, surfacing, vehicle movement, access and usage
- An assessment of the current VMS signage provision and proposal to improve this provision, including designs, capital and installation costs and annual maintenance costs
- Options for the redesigning of the car park, considering layout, resurfacing, entrances and exit
- These options would also need to consider disability access to the parking machines.
- Costed capital costs to undertake the work in the options suggested and ongoing annual maintenance costs associated with each option.
- The scope to consider installing an Electric Charge Unit.

- An analysis on the increase to car park revenue and the impact on the traffic congestion in the local area.
- Careful consideration of the safety measures that would be required for pedestrian users to the car park
- Suggested timescales for any suggestions
- SWOT analysis of the options suggested.

This project would compliment the wider vision for improving local economic growth and the role of transport within the town, which is focussed on improving movement and access, by reducing traffic congestion, creating safer access, delivering high quality infrastructure and information, and embracing the growing opportunities to maximise the use of technology and communication to enable ‘smart mobility’.

The wider objective being to encourage the circulation of vehicles all over the town and greater use of other car parks rather than just congesting in the Rock-a-nore area and gravitating towards the main seafront car parks.

Budget

We have a budget circa **£20,000** to produce the above feasibility study, with all the deliverables and considerations. The appointed contractor must not exceed this amount when quoting for the works.

Please ensure that an itemised breakdown of costs is provided, as per the considerations information above.

The quotes will be needed to be held for 90 days from submission. This study is dependent on HBC securing external funding.

Quotation template

1. Using the table below please set out your plan for delivery of the commission including identifying roles and responsibilities and timescales for completion based on an appointment being made. Please ensure this relates to your approach on the undertaking of the commission.

Stage	Description	Where & Who (on site or remote, if other please give further detail)	Days	Estimated Budget	

2. Please provide full details (including CVs) of all of the individuals that will project manage this commission including details of their relevant experience on similar projects, qualifications, any local knowledge and roles within the organisation and team.
3. Provide a method statement detailing your technical proposals for undertaking the work, including the methodology for undertaking the assessments in line with best practice at the required scales and level of detail to deliver the key outputs of this commission (*Your response should be no longer than 300 words*).
4. Please outline any risks to your proposed programme and measures taken to mitigate, absorb or avoid these risks (*Your response should be no longer than 300 words*).
5. Please provide a case study for a project that has been delivered to completion within the last three years and of a similar scope, size and nature as that required by the Council

Terms and Conditions

This contract will be subject to HBC's standard terms and conditions.

Timescales

	Date	Comment
Tender issue date		
Deadline for receipt of clarifications		Please submit clarification questions to Paul Cosson: pcosson@hastings.gov.uk
Council response to clarifications		
Deadline for receipt of tenders		Please submit to Chief Legal Officer as detailed below
Evaluation		
Notification to preferred bidder (or Award of contract if funding secured by this date)		Subject to funding being secured.
Project commences		Subject to funding being secured.

Hastings Borough Council reserves the right to alter the timings of any of the stages within the Tender Process and withdraw from the tender at any time.

Quotation Selection Process

The Quotations received will be opened under a controlled quotations process by the Chief legal Officer and officer named at the end of this document.

The quotation selection process will be based on a scoring system against the brief and criteria specified in this document. You will be scored according to how well you have met the brief and its associated budget.

Scoring: 50% Quality
 50% budget

It is not assumed that the lowest priced bid will secure the tender, but rather the one that gives the best value for money and quality in terms of the project brief overall.

Please return quotations in a plain white envelope to:

Chief Legal Officer, Muriel Matters House, Breeds Place, Hastings, TN34 3UY

Please return quotations by XXXX.

No quotation will be considered unless it meets these return requirements as set out above