

Advance Ref: 001-C21274-Torpoint Transport Strategy-211208

Twelvetrees House,
Twelvetrees Business Park,
Dobwalls,
Liskeard,
Cornwall,
PL14 6LN

For the attention of Charles Hill
Arcadis
BY EMAIL ONLY

08 December 2021

Dear Charles,

Fee Proposal: Torpoint Transport Regeneration Strategy - Transportation Planning Support.

Thank you for the opportunity for us to provide our transport planning services in support of the Torpoint Transport Regeneration Strategy to deliver a transport 'vision' on behalf of the Torpoint Town Project Board (TTPB).

Our work will involve producing a high-level Transport Regeneration Strategy Report (TRST) to assess 11 transport hubs (1 Primary, 2 Secondary & 8 Tertiary) within the Rame Peninsula & wider Torpoint area. Specifically, this includes assessment of the cycle and pedestrian network of connectivity across the Rame, that includes electric bike charging, wayfinding and the development of an integrated solution not only to service Torpoint and the Rame but also to take advantage of the development of sustainable transport and economic growth opportunities available in Plymouth.

The TRST will help to provide clarity on what the TTPB wish to achieve on this potential first wave of development based upon the Strategy but with the clear knowledge of increasingly limited budgets.

I summarise our fee in brief below to assist: -

A. Planning - Transportation

A1. Transport Regeneration Strategy Report (TRST)	£9,600.00 + VAT
A2. Personal Injury Accident Data (11 sites inc analysis)	£2,750.00 + VAT

B. Planning - Meetings / Additional works

Teams / Zoom / Skype free of charge.
Face to face meetings - **£275.00** per meeting.

A. Planning - Transportation

A1. Transport Regeneration Strategy Report (TRST)

The TRST will focus on producing a high-level strategic report for 11 transport hubs (1 Primary, 2 Secondary & 8 Tertiary) within the Rame Peninsula & wider Torpoint area to include the following scope of work:-

1. Delivery of a Primary Titan Hub adjacent to Rendle Park (minus repair, car share, business facilities, community space, changing, WC's, Food/Drink)
2. Delivery of a Secondary Titan Hub at Antony (including EV charging, Business Facilities, W/C, excluding ferry link, taxi links, car share).



3. Delivery of a Secondary Titan Hub at the top of Antony Hill Tregantle Car Park (Rame) (including EV Charging, excluding Ferry links, business facilities, community space changing facilities, WC's)
4. Delivery of a Tertiary Titan Hubs at the following locations:-
 - 4.1. End of Town, (including waiting and wi-fi)
 - 4.2. Defiance Field (including waiting and wi-fi)
 - 4.3. School Gym, (including waiting and wi-fi)
 - 4.4. Café at Antony Estate (including waiting and wi-fi)
 - 4.5. Wilcove, (including waiting and wi-fi)
 - 4.6. Wacker Quay, (including waiting and wi-fi)
 - 4.7. Trevol Industrial Estate (including waiting and wi-fi)
 - 4.8. Torpoint Football Club (including waiting and wi-fi)

Each transport hub (11 total) above will be assessed specifically with the following sub-categories:

- Cycling Environment Review Survey (Cycle Accessibility Audit).
 - Land Ownership Records & Plans (to include Highways Maintainable at Public Expense (HMPE)).
 - Existing Public Rights of Way.
 - Emerging specifications, contract and plans for Plymouth Active Travel Network Tender.
 - Personal Injury Accident Records. (See item B1)
 - Draft Memorandum of Understanding/Wayleave agreements for access to third party land.
 - Alternative route suggestions where cycle link might be deemed unsafe.
5. Finally, the transport hubs identified in points 1 to 4 will be pulled together to identify the simplest and safest cycle routes to connect the Hubs together. This will be undertaken using our cutting-edge Geographical Information System (GIS) software to produce high-definition plans demonstrating clear alignments of the proposed cycle routes together with any General Arrangement Plans required.

Our fee to produce the TRST to include the above scope is **£9,600.00 + VAT and is inclusive of any site visits required including mileage expenses**. The fee is broken down as per the following hourly rates:-

- 30hrs x Director (£90/hr) = £2,700.00
- 60hrs x Senior Transport Planner (£60/hr) = £3,600.00
- 60hrs x Transport Planner (£55/hr) = £3,300.00

B1. Personal Injury Accident Records (PIA)

In order to understand the safety record of the local highway network it will be necessary to order PIA data for each of the 11 site locations and to undertake in depth analysis of each site to determine whether any mitigation is required to improve highway safety or whether many accidents are attributable to driver error.

Our fee to undertake this and to feed into the overall TRST report will be **£2,750.00 + VAT**.

B. Planning - Meetings / Additional Works

We will include Teams / Zoom / Skype meetings free of charge within our lump sum fees above.

Face to face meetings will be charged at a flat rate of **£275.00 + VAT** per person per meeting.



If there are any specific additional works required these could be charged at our standard hourly rates (as set out in our Terms of Business as attached) or by agreed lump sum, however any additional works would always be agreed in advance.

At Advance we are attempting to issue our drawings and reporting in a digital form meaning our primary issue format will therefore be in PDF and DWG where required. Printing costs would be charged at cost where required.

Please note that our fees do not include VAT and we assume our appointment will be in accordance with our Terms of Business as enclosed.

Timescales

In terms of timescales, subject to receiving all information required, we are able to **submit a draft report within 8 weeks** from receiving an instruction to proceed. Should this fee proposal be accepted, we would anticipate the project to start in early January 2022.

Construction (Design & Management) Regulations 2015

It is the responsibility of the Consultant to advise the Customer of their legal duties under CDM Regulations. Where the Customer are unsure of these duties it will be their responsibility to either obtain a copy of L153 Managing health and safety in construction or request a copy from the Consultant.

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Yours sincerely

Mark Rowe BA(Hons) MCIHT CMILT

Director

markrowe@advance-consulting.co.uk

07818 054164