

## Board of the Centre

75th Session, Turin, 17-18 October 2013

CC 75/7

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**FOR INFORMATION**

### SEVENTH ITEM ON THE AGENDA

## Administrative questions

### Renovation of the Europe Pavilion

#### Background

1. The Europe and Italy Pavilions were built in 1982 by the City of Turin to make additional space available to the Centre to carry out its activities. Soon after their construction, problems emerged with the facade and the technological infrastructure. While most of the other campus buildings have had some renovation works carried out to them over the years, particularly in the context of the 2006 Winter Olympics, no remedial works (other than improvements to some of the offices) have been undertaken on these two Pavilions since their construction in 1982.
2. In 2012, a technical study of the Europe Pavilion was undertaken which identified the need for urgent and significant repairs to the building. In accordance with the priority to upgrade the campus facilities set down in the Centre's Strategic Plan for 2012-15, a renovation project for the refurbishment of the Europe Pavilion was launched.<sup>1</sup> A team of external consultants, architects and engineers prepared the technical project, and the procurement process was launched in July, 2013.

#### Scope of the project

3. The ground floor of the building consists of three classrooms used for training activities and offices which accommodate 13 staff. The first floor consists entirely of office space accommodating 23 staff and a meeting room. The intended use of the building will not change with the renovation other than that the entire ground floor will be dedicated to training activities with classrooms, interpretation booths and support services.
4. The overall objective of the project is to upgrade the training facilities and office accommodation in the building through the removal of asbestos; the installation of a new fire safety system; replacement of the air conditioning system; improved disability access, and energy-efficiency measures. The main outcomes of the renovation will be the following:
  - a) four state-of-the-art classrooms on the ground floor, equipped with interpretation booths and modern training technologies;

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<sup>1</sup> CC 73/3.

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- b) refurbished office accommodation on the first floor;
- c) renovated façade addressing the architectural and technical problems and ensuring that the external appearance of the building is more coherent with the surrounding buildings;
- d) fully accessible classroom and office facilities for persons with disabilities;
- e) internal technical systems and installations replaced and upgraded to maximize environmental sustainability and efficiency.

## Project cost

5. The budget estimate for the project is €2.99 million. Projected costs for the construction works and the replacement/upgrade of the technical systems and installations amount to €2.68 million at the pre-bidding stage. The project design, and the works and safety management, represent an additional budgeted expenditure of €176,000. In accordance with standard practice in the construction industry, a contingency provision of five per cent is included in the project budget.

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Project design and works direction	176,000
Construction works	2,680,000
Risk (contingency) 5% of construction works estimate	134,000
<b>Total expenditure</b>	<b>2,990,000</b>

## Project funding

6. The project costs will be met from a combination of funds set aside by the Centre in the Campus Improvement Fund and funds raised with local sponsors. The Campus Improvement Fund, which was established in 2002, provides resources for the refurbishment of the campus facilities. The Fund consists of contributions from public and private donors (the Piedmont Region, the *Compagnia di San Paolo* and the Chamber of Commerce of Turin), as well as any budget surpluses which may be allocated to the Fund from time to time. The balance of the Fund as at December 2012 stood at €1.0 million. An allocation of €165,000 was made to the Fund from the 2011 surplus and a further allocation of €200,000 is proposed from the 2012 surplus.
7. The Centre also launched a fund raising campaign with local sponsor institutions to assist with the financing of the project. In March 2013, the *Compagnia di San Paolo* informed the Centre that it had approved a contribution of €37,000 for the year 2013 towards the cost of the project. This is the first of two grants for the project which have been discussed and agreed with the *Compagnia di San Paolo*: the second one, for an amount of €750,000, will be paid in 2014. Also, in March 2013, the Chamber of Commerce of Turin, following a proposal put forward by the Centre, approved a contribution of €200,000 for the project.

## Project governance

8. To ensure that appropriate financial controls and supervision are maintained throughout all phases of the project development and implementation, a Project Management Committee was established in April 2013. Reporting to the Director, the Committee is chaired by the Deputy Director and includes the Treasurer and other senior staff members. The Staff Union Committee is regularly

briefed on the project and consulted when there are implications for staff (e.g. relocation of staff or any health or safety issues).

9. The Committee is managing and overseeing the procurement process and the selection of contractors. It will monitor the execution of the works once they start, with special regard to timeliness, quality, and coherence of the different phases. The Committee is also entrusted with the task of recommending the works management team and technical experts involved in project implementation and supervision. It will assess and monitor the risks and approve any proposed variations of works from the established engineering and architectural specifications.

## **Project implementation**

10. The tendering process for the renovation works was launched in July and the works contract was awarded in September. The temporary relocation of the staff accommodated in the Europe Pavilion took place in September. The construction works are scheduled to commence in mid-October 2013 with a completion date of end December 2014.

Turin, 11<sup>th</sup> September, 2013