



<b>Framework:</b>	<b>Mapping &amp; Modelling Framework</b>
<b>Supplier:</b>	
<b>Company Number:</b>	<b>03246693</b>
<b>Geographical Area:</b>	<b>National</b>
<b>Project Name:</b>	<b>Salvaging Historic Hydrometric Data: Exploration of Data ar</b>
<b>Project Number:</b>	<b>ENV0003293C</b>
<b>Contract Type:</b>	<b>Professional Service Contract</b>
<b>Option:</b>	<b>Option E</b>
<b>Contract Number:</b>	<b>31099</b>

Revision	Status		Originator		Reviewer		Date

## PROFESSIONAL SERVICE CONTRACT under the Mapping and Modelling Framework CONTRACT DATA

**Project Name** Salvaging Historic Hydrometric Data: Exploration of Data and Methods

**Project Number** ENV0003293C

This contract is made on 27 January 2021  
between the *Client* and the *Consultant*

This Contract is made pursuant to the Framework Agreement (the "Agreement") dated 16th day of May 2019 between the *Client* and the *Consultant* in relation to the NGS Mapping and Modelling Support Framework. The entire Agreement and the following schedules are incorporated into this Contract by reference

- Schedules 1 to 22 inclusive
- The following documents are incorporated into this contract by reference  
Scope\_Salvaging Historic Hydrometric\_v4 150121

### Part One - Data provided by the *Client*

#### Statements given in all Contracts

##### 1 General

The *conditions of contract* are the core clauses and the clauses for the following main Option, the Option for resolving and avoiding disputes and secondary Options of the NEC4 Professional Service Contract June 2017.

Main Option	Option E	Option for resolving and avoiding disputes	W2
-------------	----------	--	----

Secondary Options

X2: Changes in the law

X7: Delay damages

X9: Transfer of rights

X10: Information modelling

X11: Termination by the *Client*

X18: Limitation of Liability

Y(UK)2: The Housing Grants, Construction and Regeneration Act 1996

Z: *Additional conditions of contract*

The *service* is *This work is to explore methods for digitising data into a format than can be loaded into our national system, WISKI. This should include looking at innovative methods from other industries. At least 3 viable methods should be explored*

The *Client* is *Environment Agency*

Address for communications *Horizon House  
Deanery Road  
Bristol  
BS1 5AH*

Address for electronic communications

The *Service Manager* is

Address for communications *Environment Agency  
Kings Meadow House  
Kings Meadow Road  
Reading  
RG1 8DQ*

Address for electronic communications

The *Scope* is in  
Scope\_Salvaging Historic Hydrometric\_v4 150121

The *language of the contract* is English

The *law of the contract* is  
*the law of England and Wales, subject to the jurisdiction of the courts of England and Wales*

The period for reply is 2 weeks

The *period for retention* is #NULL! following Completion or earlier termination

The following matters will be included in the Early Warning Register  
 #NULL!  
 #NULL!  
 #NULL!  
 #NULL!

Early warning meetings are to be held at intervals no longer than 2 weeks

## 2 The Consultant's main responsibilities

The *key dates* and *conditions* to be met are  
*conditions* to be met  
 'none set'  
 'none set'  
 'none set'

The *Consultant* prepares forecasts of the total Defined Cost plus Fee and *expenses* at intervals no longer than 4 weeks

## 3 Time

The *starting date* is 01 February 2021

The *Client* provides access to the following persons, places and things  
 access  
 Asite  
 Adoodle

The *Consultant* submits revised programmes at intervals no longer than 4 weeks

The *completion date* for the whole of the *service* is 31st March 2021

The period after the Contract Date within which the *Consultant* is to submit a first programme for acceptance is 4 weeks

## 4 Quality management

The period after the Contract Date within which the *Consultant* is to submit a quality policy statement and quality plan is 4 weeks

The period between Completion of the whole of the *service* and the *defects date* is 26 weeks

## 5 Payment

The *currency of the contract* is the £ sterling

The *assessment interval* is Monthly

The *expenses* stated by the *Client* are as stated in Schedule 9

The *interest rate* is 2.00%  
 Base rate of the Bank of England per annum (not less than 2) above the

The locations for which the *Consultant* provides a charge for the cost of support people and office overhead are All UK Offices

## 6 Compensation events

These are additional compensation events

1. Managing and mitigating the impact of Covid 19 and working in accordance
2. 'not used'
3. 'not used'
4. 'not used'
5. 'not used'

## 8 Liabilities and insurance

These are additional *Client's* liabilities

1. 'not used'
2. 'not used'
3. 'not used'

The minimum amount of cover and the periods for which the *Consultant* maintains insurance are

EVENT	MINIMUM AMOUNT OF COVER	PERIOD FOLLOWING COMPLETION OF THE WHOLE OF THE <i>SERVICE</i> OR TERMINATION
The <i>Consultant's</i> failure to	£ 5 Million	12 Years

use the skill and care normally used by professionals providing services similar to the <i>Service</i>	in respect of each claim, without limit to the number of claims	
Loss of or damage to property and liability for bodily injury to or death of a person (not an employee of the <i>Consultant</i> ) from or in connection with the <i>Consultant</i> Providing the Service	£ 5 Million in respect of each claim, without limit to the number of claims	12 Months
Death of or bodily injury to the employees of the <i>Consultant</i> arising out of and in the course of their employment in connection with the contract	Which ever is the greater of £5m or the amount required by <sup>law</sup> in respect of each claim, without limit to the number of claims	For the period required by law
The <i>Consultant's</i> total liability to the <i>Client</i> for all matters arising under or in connection with the contract, other than the excluded matters limited to		£ 5 Million

## Resolving and avoiding disputes

The <i>tribunal</i> is	Litigation in the courts
The <i>Adjudicator</i> is	'to be confirmed'
Address for communications	'to be confirmed'
Address for electronic communications	<a href="#">'to be confirmed'</a>
The <i>Adjudicator nominating body</i> is	The Institution of Civil Engineers

## Z Clauses

### Z1 Disputes

Delete existing clause W2.1

### Z2 Prevention

The text of clause 18 Prevention is deleted.

Delete the text of clause 60.1(12) and replaced by:

The *Service* is are affected by any of the following events

- War, civil war, rebellion, revolution, insurrection, military or usurped power;
- Strikes, riots and civil commotion not confined to the employees of the *Consultant* and sub consultants,
- Ionising radiation or radioactive contamination from nuclear fuel or nuclear waste resulting from the combustion of nuclear fuel,
- Radioactive, toxic, explosive or other hazardous properties of an explosive nuclear device,
- Natural disaster,
- Fire and explosion,
- Impact by aircraft or other aerial device or thing dropped from them.

### Z3 Disallowed Costs

Add the following in second bullet of 11.2 (18) add:

(including compensation events with the sub contractor, i.e. payment for work that should not have been undertaken).

Add the following additional bullets after 'and the cost of ' :

- Mistakes or delays caused by the *Consultant's* failure to follow standards in Scopes/quality plans.
- Reorganisation of the *Consultant's* project team.
- Additional costs or delays incurred due to *Consultant's* failure to comply with published and known guidance or document formats.
- Exceeding the Scope without prior instruction that leads to abortive cost
- Re-working of documents due to inadequate QA prior to submission, i.e. grammatical, factual arithmetical or design errors.
- Production or preparation of self-promotional material.
- Excessive charges for project management time on a commission for secondments or full time appointments (greater than 5% of commission value)
- Any hours exceeding 8 per day unless with prior written agreement of the *Service Manager*
- Any hours for travel beyond the location of the nearest consultant office to the project unless previously agreed with the *Service Manager*
- Attendance of additional individuals to meetings/ workshops etc who have not been previously invited by the *Service Manager*
- Costs associated with the attendance at additional meetings after programmed completion, if delay is due to *Consultant* performance.
- Costs associated with rectifications that are due to *Consultant* error or omission.
- Costs associated with the identification of opportunities to improve our processes and procedures for project delivery through the *Consultant's* involvement
- Was incurred due to a breach of safety requirements, or due additional work to comply with safety requirements
- Was incurred as a result of the *Client* issuing a Yellow or Red Card to prepare a Performance Improvement Plan
- Was incurred as a resulting of rectifying a non-compliance with the Framework Agreement and/or any call off contracts following an audit

### Z6 The Schedule of Cost Components

The Schedule of Cost Components are as detailed in the Framework Schedule 9.

### Z24 Requirement for Invoice

Add the following sentence to the end of clause 51.1:

The Party to which payment is due submits an invoice to the other Party for the amount to be paid within one week of the *Service Manager's* approval of a fee note.

Delete existing clause 51.2 and replace with:

51.2 Each certified payment is made within one week after the paying Party receives an invoice from the other Party and

If a certified payment is late, interest is paid on the late payment. Interest is assessed from the date by which the late payment should have been made until the date when the late payment is made, and is included in the first assessment after the late payment is made

Secondary Options

OPTION X2: Changes in the law

The *law of the project* is the law of England and Wales, subject to the jurisdiction of the courts of England and Wales

OPTION X7: Delay damages

**X7 only** Delay damages for Completion of the whole of the *service* are *nil* per day

<b>X7 plus X5</b>	Delay damages for each <i>section</i> of the <i>service</i> are		amount per day
	<i>section</i>	description	
	1		
	2		
	3		
	4		
	5		
	6		
	7		
	8		
	9		
	10		
	11		
	12		
	13		
	14		
	15		
	16		
	17		
	18		
	19		

The delay damages for the remainder of the *service* are

**OPTION X10: Information modelling**

The period after the Contract Date within which the *Consultant* is to submit a first Information Execution Plan for acceptance is 2

**OPTION X18: Limitation of Liability**

The *Consultant's* liability to the *Client* for indirect or consequential loss is limited to £1,000,000.00

The *Consultant's* liability to the *Client* for Defects that are not found until after the *defects date* is limited to £5,000,000.00

The *end of liability date is* 6 Years after the Completion of the whole of the *service*

**Y(UK2): The Housing Grants, Construction and Regeneration Act 1996**

The period for payment is 14 days after the date on which payment becomes due

## Part Two - Data provided by the *Consultant*

Completion of the data in full, according to the Options chosen, is essential to create a complete contract.

### 1 General

The *Consultant* is

Name

Address for communications

1 Broughton Park  
Old Lane North  
Skipton  
North Yorkshire

Email address

[REDACTED]

The subcontract *fee percentage* is

Option E

The *key persons* are

Name (1)

[REDACTED]

Job

Technical Director, Hydrology & Flood Warning

Responsibilities

Technical lead, Project management

Qualifications

BSc PhD MCIWEM C.WEM

Experience

20 years

The *key persons* are

Name (2)

[REDACTED]

Job

Head of Hydrology

Responsibilities

Lead, hydrology and hydrometry

Qualifications

MSc DIC MA FCIWEM C.WEM Csci

Experience

25 years

The *key persons* are

Name (3)

[REDACTED]

Job

Digital Designer

Responsibilities

Digitisation strategies

Qualifications

PGCert City & Guilds Levels 2 & 3

Experience

18 years

The *key persons* are

Name (4)

Job

Responsibilities

Qualifications

Experience

The *key persons* are

Name (5)

Job

Responsibilities

Qualifications

Experience

The *key persons* are

Name (6)

Job

Responsibilities

Qualifications

Experience

The *key persons* are

Name (7)

Job

Responsibilities

Qualifications

Experience

The following matters will be included in the Early Warning Register

COVID-19 framework instructions

## 5 Payment

The tendered total of the Prices is  
£16,935.00

## Resolving and avoiding disputes

The *Senior Representatives* of the *Consultant* are

Name (1) [REDACTED]  
Address for communications  
JBA Consulting  
35 Perrymount Road  
Haywards Heath  
RH16 3BW

Address for electronic communications  
[REDACTED]

Name (2)  
Address for communications

Address for electronic communications

## X10: Information Modelling

The information execution plan identified in the Contract Data is  
-



Contract Execution

Client execution

Signed under hand by for and on behalf of the Environment Agency

 

  
Role

Consultant execution

Consultant execution

Signed under hand by for and on behalf of

  
Signature

Director  
Role