



# Engineering and Construction Short Contract

## Contract Data Forms

June 2017

(with amendments January 2023)

Template version history

V1 (as per bidder pack)	Go live template (this document)

# NEC4 Engineering and Construction Short Contract

A contract between	The Environment Agency [REDACTED] [REDACTED] [REDACTED] [REDACTED]
And	J N Bentley Ltd
For	The design and replacement of brackets and re-attachment of existing flap valve at Wynn Brook
	<b>Contract Forms</b> <ul style="list-style-type: none"><li>- Contract Data</li><li>- The <i>Contractor's</i> Offer and <i>Client's</i> Acceptance</li><li>- Price List</li><li>- Scope</li><li>- Site Information</li></ul>

# Contract Data

## The *Client's* Contract Data

	The <i>Client</i> is	
Name	Environment Agency	
Address for communications	<div></div>	
Address for electronic communications	<div></div>	
The <i>works</i> are	The replacement of brackets and re-attachment of existing flap valve to the outfall headwall at Wynn Brook.	
The <i>site</i> is	The site is at Wynn Brook, Chigwell Road, Woodford Green, IG8 8PN. OS grid reference TQ4145190893	
The <i>starting date</i> is	03/02/2025	
The <i>completion date</i> is	02/05/2025	
The <i>delay damages</i> are	£0	Per day
The <i>period</i> for reply is	2	weeks
The <i>defects date</i> is	52	weeks after Completion
The <i>defects correction period</i> is	4	weeks
The <i>assessment day</i> is	the last working day	of each month
The <i>retention</i> is	nil	%

The United Kingdom Housing Grants, Construction and Regeneration Act (1996) <b>does</b> apply
The <i>Adjudicator</i> is :
In the event that a first dispute is referred to adjudication, the referring Party at the same time applies to the Institution of Civil Engineers to appoint an <i>Adjudicator</i> . The application to the Institution includes a copy of this definition of the <i>Adjudicator</i> . The referring Party pays the administrative charge made by the Institution. The person appointed is also <i>Adjudicator</i> for later disputes.

## Contract Data

### The *Client's* Contract Data

The interest rate on late payment is		% per complete week of delay.
Insert a rate only if a rate less than 0.5% per week of delay has been agreed.		
For any one event, the liability of the <i>Contractor</i> to the <i>Client</i> for loss of or damage to the <i>Client's</i> property is limited to	The Contract Price	
The <i>Client</i> provides this insurance	None	
Insurance Table		
Event	Cover	Cover provided until
Loss of or damage to the <i>works</i>	Replacement Cost	The <i>Client's</i> certificate of Completion has been issued
Loss of or damage to Equipment, Plant and Materials	Replacement Cost	The defects Certificate has been issued
The <i>Contractor's</i> liability for loss of or damage to property (except the works, Plant and Materials and Equipment) and for bodily injury to or death of a person (not an	Minimum £5,000,000 in respect of every claim without limit to the number of claims	

employee of the <i>Contractor</i> ) arising from or in connection with the <i>Contractor's</i> Providing the Works			
Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract		The amount required by the applicable law	
Failure of the <i>Contractor</i> to use the skill and care normally used by professionals providing works similar to the works		Minimum Contract Price in respect of every claim without limit to the number of claims	
		6 years following Completion of the whole of the works or earlier termination	
The <i>Adjudicator nominating body</i> is		The Institution of Civil Engineers	
The <i>tribunal</i> is		litigation in the courts	
The <i>conditions of contract</i> are the NEC4 Engineering and Construction Short Contract June 2017 (including 2023 amendments) and the following additional conditions			
Only enter details here if additional conditions are required.			
Z1.0	Sub-contracting		
Z1.1	The <i>Contractor</i> submits the name of each proposed subcontractor to the <i>Client</i> for acceptance. A reason for not accepting the subcontractor is that their appointment will not allow the <i>Contractor</i> to Provide the Works. The <i>Contractor</i> does not appoint a proposed subcontractor until the <i>Client</i> has accepted them.		
Z1.2	Payment to subcontractors and suppliers will be no more than 30 days from receipt of correct invoice.		
Z2.0	Environment Agency as a regulatory authority		
Z2.1	The Environment Agency's position as a regulatory authority and as <i>Client</i> under the contract is separate and distinct. Actions taken in one capacity are deemed not to be taken in the other.		
Z2.2	Where statutory consents must be obtained from the Environment Agency in its capacity as a regulatory authority, the <i>Contractor</i> is responsible for obtaining these and paying fees (unless stated otherwise in the Scope). The <i>Client's</i> acceptance of a tender and the <i>Client's</i> instruction or variation of the works does not constitute statutory approval or consent.		
Z2.3	An action by the Environment Agency as regulatory authority is not in its capacity as <i>Client</i> and is not a compensation event.		
Z3.0	Confidentiality & Publicity		
Z3.1	The <i>Contractor</i> may publicise the works only with the <i>Client's</i> written agreement.		
Z4.0	Correctness of Site Information		
Z4.1	Site Information about the ground, subsoil, ducts, cables, pipes and structures is provided in good faith by the <i>Client</i> but is not warranted correct. The <i>Contractor</i> checks the correctness of any such Site Information they rely on for the purpose of Providing the Works.		
Z5.0	The Contracts (Rights of Third Parties) Act 1999		
Z5.1	For the purposes of the Contracts (Rights of Third Parties) Act 1999, nothing in this contract confers or purports to confer on a third party any benefit or any right to enforce a term of this contract.		
Z6.0	Design		
Z6.1	Where design is undertaken, it is the obligation of the <i>Contractor</i> to ensure the use of skill and care normally used by professionals providing similar design services.		
Z6.2	The <i>Contractor</i> designs the parts of the works which the Scope states they are to design.		

Z6.3	<p>The <i>Contractor</i> submits the particulars of their design as the Scope requires to the <i>Client</i> for acceptance. A reason for not accepting the <i>Contractor's</i> design is that it does not comply with either the Scope or the applicable law.</p> <p>The <i>Contractor</i> does not proceed with the relevant work until the <i>Client</i> has accepted this design.</p>
Z6.4	The <i>Contractor</i> may submit their design for acceptance in parts if the design of each part can be assessed fully.
Z7.0	Change to Compensation Events
Z7.1	<p>Delete the text of Clause 60.1(11) and replace by:</p> <p>The <i>works</i> are affected by any one of the following events</p> <ul style="list-style-type: none"> <li>• War, civil war, rebellion revolution, insurrection, military or usurped power</li> <li>• Strikes, riots and civil commotion not confined to the employees of the <i>Contractor</i> and sub-contractors</li> <li>• Ionising radiation or radioactive contamination from nuclear fuel or nuclear waste resulting from the combustion of nuclear fuel</li> <li>• Radioactive, toxic, explosive or other hazardous properties of an explosive nuclear device</li> <li>• Natural disaster</li> <li>• Fire and explosion</li> <li>• Impact by aircraft or other device or thing dropped from them</li> </ul>
Z8.0	Framework Agreement
Z8.1	The <i>Contractor</i> shall ensure at all times during this contract it complies with all the obligations and conditions of the Framework Agreement made with the <i>Client</i> .
Z9.0	Termination
Z9.1	<p>Delete the text of Clause 92.3 and replace with:</p> <p>If the <i>Contractor</i> terminates for Reason 1 or 6, the amount due on termination also includes 5% of any excess of a forecast of the amount due at Completion had there been no termination over the amount due on termination assessed as for normal payments.</p>
Z10.0	Data Protection
Z10.1	The requirements of the Data Protection Schedule shall be incorporated into this contract
Z11.0	Liabilities and Insurance
Z11.1	Civil data protection claims and regulatory fines for breaches of Data Protection Legislation are excluded from any limit of liability stated.
Z12.0	Packaging
Z12.1	For contracts containing packages of projects the <i>Client's</i> Contract Data, Scope and Site Information particular to an individual project is contained within its Site Specific Pack
Z110	<p>Inflation</p> <p>At the Contract Date the total of the Prices does not include a sum to cover inflation.</p> <p>The total of the Prices [at the Contract Date] shall be adjusted by a fixed number of Price Adjustments.</p> <p>The number of Price Adjustments shall be equal to:</p> <p>The number of months between the Completion Date included at the <i>starting date</i> and the Contract Date.</p> <p>The proportion of Price Adjustment shall be equal to:</p>

	<p>The total of the Prices at the Contract Date / The number of Price Adjustments</p> <p>Each time the amount due is assessed, the Price Adjustment shall be:</p> <p>The proportion of Price Adjustment x [80% x Construction Output Price Indices (OPIs) New work output prices: Infrastructure Index 1 – month rate]</p> <p>The Construction Output Price Indices (OPIs) New work output prices: Infrastructure Index 1 – month rate shall be the value determined by the Office of National Statistics for the applicable month of the amount due assessment</p> <p>Provided always that the fixed number of Price Adjustments has NOT been exceeded.</p> <p>The Price Adjustment adjusts the total of the Prices.</p> <p>If a compensation event under this contract omits original Scope covered by the total of the Prices at the Contract Date the Price Adjustments made under this clause shall be corrected accordingly.</p>
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# Contract Data

## The Contractor's Contract Data

	The Contractor is	
Name	J N Bentley Ltd	
Address for communications		
Address for electronic communications		
The fee percentage is		%
The people rates are	AOMR Lot 1 Framework Pricing Schedules	
category of person	unit	rate
The published list of Equipment is		AOMR Lot 1 Framework Pricing Schedules
The percentage for adjustment for Equipment is		



# Contract Data

## The *Contractor's* Offer and *Client's* Acceptance

The *Contractor* offers to Provide the Works in accordance with these *conditions of contract* for an amount to be determined in accordance with these *conditions of contract*.

The offered total of the Prices is	£57,904.93
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	<b>Enter the total of the Prices from the Price List.</b>
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Signed on behalf of the *Contractor*

Name	
------	--

Position	
----------	--

Signature	
-----------	--

Date	
------	--

The *Client* accepts the *Contractor's* Offer to Provide the Works

Signed on behalf of the *Client*

Name	
------	--

Position	
----------	--

Signature	
-----------	--

Date	
------	--

# Price List

Entries in the first four columns in this Price List are made either by the *Client* or the tenderer.

If the *Contractor* is to be paid an amount for the item which is not adjusted if the quantity of work in the item changes, the tenderer enters the amount in the Price Column only: the Unit, Quantity and rate columns being left blank.

If the *Contractor* is to be paid an amount for the item of work which is the rate for the work multiplied by the quantity completed, the tenderer enters the rate which is then multiplied by the expected quantity to produce the Price, which is also entered.

Item	Description	Unit	Quantity	Rate	Price
The total of the Prices				£57,904.93	

The method and rules used to compile the Price List are

Civil Engineering Standard Method of Measurement 4<sup>th</sup> edition (CESMM4) as per the Framework Price Workbook

# Scope

## 1. Description of the works

### 1.1 Project Background

Attempted theft of the flap valve at Wynn Brook, Chigwell Road, Woodford Green has left the flap gate disconnected from the frame. This is affecting the operational condition of the asset. As part of the ABRC commitment, repair *works* are required to bring the asset to recommended operational condition

The flap gate is still on *site* but not in place. In the current, damaged condition the flap gate is susceptible to back flow in high water level conditions from the River Roding.

The objective of the *works* is to bring the existing asset to its intended standard of service. This will be done by reinstalling the flap gate with new bracketry and security features.

### 1.2 Description of the works

The proposed *works* requires the existing flap gate to be recovered from Wynn Brook and reinstalled with new bracketry and security features.

The *works* are envisaged to be delivered in two phases. The first phase will require advance design of the flap gate bracketry, and the second phase will require reinstallation of the flap gate.

The design *works* will require

- a. review of the bracket detail from as-built drawings provided with this Scope and *site* review of the asset.
- b. Design of the bracketry detail with enhanced security measures to mitigate against or prevent future attempts of theft.

The construction *works* will require building or manufacturing of the new bracketry to facilitate the installation of the flap gate.

An outline proposed *works* details, access details and methodology for delivering the *works* has been compiled through early supplier engagement and included in Appendix 1.

The *Contractor* is not obliged to accept or follow the proposed methodology provided and is to establish their own methodology to Provide the Works. The *Contractor* is encouraged to improve, explore or adopt a methodology suitable to best deliver the required *works*.

### 1.3 Contractor's design

The *Contractor* shall produce design drawings required to enable the construction and delivery of the *works*.

In undertaking the design, the *Contractor* shall be responsible for provision of detailed design drawings, and other drawings including those in respect of necessary temporary *works*. This shall be submitted to the *Client* for acceptance.

The *Contractor's* design shall comply with the recognised drawing standards and should include but is not limited to:

- a. Drawings
- b. Specifications, including any additional clauses to the Employer's standard

- c. Design Reports, buildability statement and maintenance plan
- d. Designer's risk assessment
- e. Public Safety Risk Assessment
- f. Pre-construction information
- g. As built drawings and update to H&S file

The *Contractor* is responsible for liaising with individual suppliers over the design of the *works*, including temporary *works*, to reach an agreed design.

The *Contractor's* design is to be carried out in accordance with the Asset OMR Framework Deed of Agreement and Schedules and the Technical Specification.

All designs, calculations and equipment specifications must be submitted to the *Client* and Senior User for acceptance before purchase or construction. This shall not relieve the *Contractor* or the manufacturer of their design liabilities. Design responsibility shall remain with the *Contractor*. All documents shall be provided in PDF format.

Design discussions shall begin as early as possible and if necessary, design concepts and sketches shall be made available to the *Client* and Senior User.

In developing the design, as a minimum, the *Contractor* shall present the design to the following team members:

- a. *Client*
- b. Senior User
- c. Asset Performance Lead
- d. Principal Designer appointed by the *Client*.

In advance of the *Client's* acceptance, the design submission shall be issued to the Principal Designer. The *Client* shall not accept the design until the Principal Designer is satisfied that the requirements of the CDM Regulations have been complied with

The *Contractor's* design submission shall be in accordance with the accepted programme. The design submission including all associated documents shall first be stored on Sharepoint for review. The submissions shall contain a link to the relevant folder or folders on Sharepoint.

A minimum of two weeks should be given for the review and acceptance of the design submission. The accepted submission shall then be uploaded to Asite.

## 2. Drawings

The following drawings included in Appendix 2 are to be read in conjunction with the Scope and any other documents forming part of the contract.

Drawing Number	Revision	Title
FV141211-1ASS	A	Flat Valve 1300 x 1300 General Arrangement Drawing
-	-	Hinge Assembly 1
-	-	Hinge Assembly 2
-	-	Hinge Assembly 3
-	-	Hinge Assembly 4

### 3. Specifications

#### List the specifications which apply to the contract.

The *Contractor* shall carry out their *works* using requirements that should be followed for all Asset OMR Framework call off contracts.

The list below is not exhaustive as all installations must conform to the current standards. It is the *Contractor's* responsibility to review the full list of standards for applicability.

The *Contractor* must comply with all current and relevant environmental legislation, guidance and other such documentation including, but not limited to, the following in the delivery of the *works*:

- a. BRE – Green Guide to Specification.
- b. BRE - Materials Information Exchange
- c. CIRIA, SP122 – Waste Minimisation and Recycling in Construction (practical guidance)
- d. CIRIA, C513 – The Reclaimed and Recycled construction materials Handbook.
- e. CIRIA, C741 – Environmental Good Practice on Site Guide (fourth edition)

Title	Date or Revision	Tick if publicly available
The <i>Client's</i> Minimum Technical Requirements	12/2021	
Civil Engineering Specification for the Water Industry, 8 <sup>th</sup> Edition	11/2023	yes
Safety Health, Environment & Wellbeing Code of Practice (SHEW COP)	09/2023	yes
Environment Agency Blockage Management Guide (Gov.uk)	12/2019	yes
Latest Ciria Guidance: Culvert, screen and outfall manual - New CIRIA guidance	12/2019	yes

### 4. Constraints on how the *Contractor* Provides the Works

#### 4.1 General Constraints

The *Contractor* is to provide the *works* in accordance with the Asset OMR Framework Deed of Agreement and Schedules including the Technical Specifications.

The administration of the contract is to be carried out using the *Client's* contract management tools. All contractual communications are to be sent through the *Client's* contract management tools (FastDraft).

The *Contractor's* site Operatives / personnel (including Subcontractors) prior to carrying out the *works* shall either be:

- a. Formally site inducted to the *site*. Or:
- b. If not site inducted, escorted onto and around the *site* once they arrive.
- c. Under no circumstance, howsoever arising shall the *Contractor's* site operatives enter the *site* until one of the above criteria is fully discharged.

Constraints regarding access, use of the *site*, parking, noise, and variations, working hours for each of the assets will be provided by the *Client* where required.

The *Contractor* shall Provide the Works in accordance with their accepted Framework Sustainability Plan.

The *Contractor* may only use the *site* for the purposes in connection with the *works*.

*Site* activities shall be planned to comply with the recommendations noted within the latest version of the Environmental Action Plan.

The *Contractor* shall comply with the latest revision of the Environment Agency's Safety, Health, Environment and Wellbeing (SHEW) Code of Practice (CoP) V6 September 2023.

All design and construction activities must adhere to the latest version of the *Client's* Minimum Technical Requirements (MTRs). Where there is conflict between MTRs and the Scope, the Scope takes precedent, but the *Contractor* shall notify the *Client*.

#### **4.2 Use of site**

At the end of each working shift, the *Contractor* shall leave the *site* safe, tidy and without any risk to others.

The *Contractor* shall be responsible for the security of the *site* and ensure that no unauthorised person gains access to any part of the *site*.

The *Contractor* shall be wholly responsible for the security of the *site*, passage of vehicles, personnel/pedestrians and security of neighbouring properties which may be affected by the *works*, including personnel, Equipment, Plant and Materials used in the delivery of the *works*.

The *Contractor* shall establish the construction *site* and compound boundaries immediately upon taking possession and take all necessary steps to clearly identify the construction *site*, preventing access to the *site* by unauthorised persons or trespassers. This includes all inductions and supervision of the *site* at all times during the *works*.

All temporary barriers, fences and hoardings erected as part of the *works* shall be appropriately designed, kept secure, regularly inspected, and maintained throughout the duration of the project.

The *Contractor* shall keep the public informed of the *works* and of the dangers present on the *site* through appropriate notices, signages and other communication methods as the *Client* deems necessary.

The *Contractor* shall consider the security of neighbouring properties and shall not leave unattended any items or conditions which would provide, or assist, access to neighbouring properties.

#### **4.3 Working times**

The *Contractor* will be permitted to work between 7.30am and 6.00pm on weekdays (Monday to Friday)

#### **4.4 Protection of the works**

The *Contractor* shall protect the *works*, Equipment, Plant and Materials, liable to damage either by the weather or by the methods employed for undertaking the *works*.

The *Contractor* shall ensure that any damage caused by the *works* is remediated to an equal or better condition following the *works*, at the *Contractor's* cost.

The *Contractor* is responsible for preventing damage to existing structures during the *works*.

#### **4.5 Temporary Traffic Management**

The *Contractor* shall plan and execute the *works* in a manner that minimises disruption to residents, landowners, businesses and the public.

The *Contractor* shall liaise with the *Client* to understand and adhere to any issues or agreements with stakeholders. The *Contractor* shall display signage advising of the *works* 2 weeks prior to commencing on the *site*.

The *Contractor* shall identify in their designs the assumed access and egress routes to and from *site*, with due consideration to the assumed plant to be used including deliveries of materials.

The *Contractor* shall outline in their design on-site traffic management assumptions on drawings with regards to access points, compound locations, plant and vehicle movements, pedestrian movements, any space constraints, ground bearing capacities, culverts, cattle grids, bridge weight capacities and height/width restrictions, etc.

Where an asset interfaces with the public highway, the *Contractor* shall contact the relevant highways authority to confirm if a Road Safety Audit is required to ensure that the *works* will not adversely impact on highway safety.

The *Contractor* shall ensure the adoption of factors identified in the CLOCS standard ([https://www.clocs.org.uk/resources/clocs\\_practice\\_note\\_for\\_designers.pdf](https://www.clocs.org.uk/resources/clocs_practice_note_for_designers.pdf)) to ensure the safety of construction vehicle journeys as part of the design including

- a. zero collisions between construction vehicles and the community
- b. improved air quality and reduced emissions
- c. fewer vehicle journeys
- d. reduced reputational risk

Traffic Management Plans (TMP) must be developed for all projects. These should include movements of waterborne plant and equipment.

The TMP should identify the specific controls related to highway activities, people/plant interface at the point of work and the prevention of drowning when using water borne plant and vessels. Consideration must also be given to the precautions required to protect pedestrians, including designated walkways on *site* and in the compound area. All deliveries including those out of hours (e.g. tidal constraints) need to be appropriately supervised.

The TMP should be referenced in the Construction Phase Plan prior to commencement of work on *site*, be displayed on *site* during construction and referenced in the *site* induction. It should be regularly reviewed and updated whenever vehicle routes or movement conditions change. All associated operatives must be briefed on the content of the updated TMP and records maintained of the briefing.

## 4.6 Scope Assumptions

4.6.1 It is assumed the existing gate is in good condition. There is no requirement to replace the seals or undertake wet testing.

4.6.2 It is assumed a Flood Risk Activity Permit is not required

4.6.3 It is assumed there will be no delays or restrictions imposed due to ecological issues including but not limited to nesting birds

4.6.4 It is assumed the Contractor can use the resident car parking spaces on Wynn Bridge Close for welfare/storage

4.6.5 It is assumed the provision of heavy duty track matts will be sufficient for temporary protection of the existing gas main. There will be no requirement to install permanent protection and Cadent Gas will be available to support

4.6.6 It is assumed access to the works will not be delayed due to high or rising water levels

4.6.7 It is assumed there are no Technical Specification deviations or dispensations required

## 5. Requirements for the programme

## 5.1 Programme requirements

The *Contractor* shall submit their programme for acceptance in accordance with the timescale stated in Contract Data Part 1. The programme shall comply with the requirements set out in ECSC Clause 31 and be produced in an electronic format in Microsoft Project and PDF formats. The revised programmes for acceptance shall be submitted via FastDraft to the *Client*.

The *Contractor* submits their programme with the *Contractor's* Offer for acceptance. The *Contractor* shows on each programme which they submit for acceptance (in form of Gantt chart showing the critical path, proposed order and timing to undertake the *works* and proposed plant and labour resources) the following:

- a. Period required for mobilisation/ planning & post contract award
- b. starting date
- c. Each of the activities listed within the Price List
- d. Any key third party interfaces: lead in periods for materials and sub-contractors; time required to obtain consents/waste permits; stated constraints; *Contractor's* risks.
- e. Completion date

Further to the requirements of ECC Clause 31 the *Contractor* shall provide a written explanation of changes to each programme activity, sufficient to enable the *Client* to understand the cause and impacts.

The *Contractor* shall submit to the *Client* a list of planned activities every week during construction. The list of activities shall be submitted on Friday of the preceding week. Any out of regular hours work must be clearly indicated to allow planning of appropriate attendance by the *Client*.

The *Contractor* shall ensure through planning and programming of the *works* to minimise the risk of damage to the existing structures and assets during construction of the *works*.

## 5.2 Methodology statement

The *Contractor* shall submit a schedule of method statements with their programme. The schedule shall list each of the method statements together with the date of its submission or where applicable the planned submission date.

Where the *Client* has agreed that method statements can be submitted at a later date in the programme, the *Contractor* shall submit them to the *Client* at least two weeks before the commencement date of that activity.

Method statements shall describe how the *Contractor* plans to undertake the activities including any planned temporary *works* and shall include a risk assessment of the activities. They shall also include the principal Equipment, people, Plant and Materials that the *Contractor* plans to use.

Method statements submitted for acceptance shall include (but are not limited to) the following matters:

- a. Health & safety measures;
- b. Extent of Working Areas and protective barriers;
- c. Access to Working Areas, including confined spaces;
- d. The implementation of relevant statutory regulations;
- e. The design and construction of temporary *works*;
- f. How the environmental impact of the activities is to be minimised;
- g. Equipment requirements, siting and mode of operation;
- h. Labour requirements and supervision including competency requirements;
- i. Delivery and storage of Materials;
- j. Provision of access to Others;
- k. Details of the construction sequence;
- l. Details of working methods;
- m. Detailed programme of work covered by the method statement;
- n. Implementation of the results of any consultation with Others;
- o. Contingency plans in the event of flooding, other difficulties or emergencies;
- p. Risk and COSHH assessments.

## 6. Services and other things provided by the *Client*

**Describe what the *Client* will provide, such as services (including water and electricity) and “free issue” Plant and Materials and equipment.**



<b>Item</b>	<b>Date by which it will be provided</b>
<h1>Site Information</h1>	

Proposed sub-contractors		
	Name and address of proposed subcontractor	Nature and extent of work
1.	Form of Contract:	
2.	Form of Contract:	
3.	Form of Contract:	

**Appendix 1** Outline Proposed Methodology

**Appendix 2** Drawings