

Invitation to Tender for

ERDF Wild Towns Project, Habitat management contract

Contents

1. General Specification of Requirements
2. Budgets
3. Notes for completion and conditions
- 4.1 Timetable
- 4.2 Enquiries
- 4.3 Responses and supporting documents
- 4.4 Return arrangements
- 4.5 Clarification
- 4.6 Verification of information provided
- 4.7 Subcontracting arrangements
- 4.8 Confidentiality
- 4.9 Tender validity
- 4.10 Language
- 4.11 Applicable law
- 4.12 Pricing
- 4.13 Additional costs
- 4.14 Evaluation
- 4.15 Gateways
- 4.16 Award
- 4.17 Costs
- 4.18 Right to cancel or vary the process
- 4.19 Inducements
- 4.20 Disclaimer
5. Your response
- 5.1 Supplier information
- 5.2 Grounds for mandatory exclusion
- 5.3 Grounds for discretionary exclusion
- 5.4 Relevant experience and contract examples
- 5.5 Insurance
- 5.6 Compliance with equality legislation
- 5.7 Environmental Management
- 5.8 Health and Safety
- 5.9 Requirement specific questions
- 5.10 Pricing schedule

- 5.11 ITT – Template for Appendices
- 5.12 Declaration
- Appendix 1 – Specific Requirements of Items
- Appendix 2 – Timescales for completion of works

Background to Gloucestershire Wildlife Trust

Gloucestershire Wildlife Trust is the largest environmental charity based in Gloucestershire. We are supported by over 27,000 members and through their generosity are able to conserve more than 60 nature reserves across the county. We also run a huge range of events, education sessions and community projects, work with landowners, provide wildlife knowledge, expertise and ecological consultancy.

Our mission - to value nature

Our ambition is to preserve, recreate and reconnect Gloucestershire's wild places. We want everyone in Gloucestershire to value, enjoy and share wildlife in the county and believe strongly that nature matters, not only in its own right, but for the huge benefits it brings to the people of Gloucestershire.

ERDF Wild Towns Project

Thanks to a £768,000 contribution from the European Regional Development Fund, Gloucestershire Wildlife Trust are leading the ERDF Wild Towns Project in Gloucestershire, along with our partners Severn Trent Water, Farming and Wildlife Advisory Group South West and Severn Rivers Trust.

Wild Towns will create, connect and enhance green spaces for wildlife in 7 towns across Gloucestershire. This project, delivered over 3 years but with a lasting legacy in all of the towns, focusses on improving biodiversity in market towns. Urban habitats are highlighted in the Gloucestershire Biodiversity Action Plan (2000) as suffering from lack of recognition, development pressure and intensive management. In each of these highly contested urban environments, the project will deliver improved ecological networks, enhanced green infrastructure, and natural solutions to water management. These outcomes will be delivered through: the creation of biodiverse grasslands; management of woodlands; removal of in river barriers to fish; creating refuges for key species; and the creation of pond networks.

The project will achieve broad coverage across Gloucestershire. In the Stroud District interventions will take place along the Nailsworth to Stonehouse corridor. In the Forest of Dean, the project will focus around Cinderford and in the Cotswolds, projects will take place in Cirencester, Fairford, Tetbury and Moreton-in-Marsh.

As well as improving biodiversity, Wild Towns will provide benefits to health, wellbeing, leisure, recreation, flood alleviation and water management. Additionally, the ERDF Wild Towns project includes towns reliant on a visitor economy closely linked to the adjacent high-quality landscapes.

The total surface area of rehabilitated land across the three Wild Town clusters will be 41.8 hectares and the surface area of habitats supported in order to attain a better conservation status will be 77.52 hectares.

This contract will form the heart of the Wild Towns project, representing as it does the bulk of the ecological improvements within the 7 towns.

1. General Specification of requirements

Gloucestershire Wildlife Trust is inviting tenders to carry out several habitat restoration tasks across greenspaces in 7 Gloucestershire towns. The interventions will be carried out in close collaboration with local authorities, landowners and community groups to ensure that the delivery enhances the biodiversity potential of the land. Interventions shall consist of scrub management, tree felling, wildflower meadow restoration and creation, pond restoration and creation, hedge, flower and tree planting, river bank enhancement and the installation of wildlife boxes. This is a broad range of deliveries which will form part of an exciting project which will need to be delivered to a very high standard and ensure that excellent relations are maintained with the towns in which we are working.

The project runs until September 2021, and interventions will need to be completed according to the timescales in **Appendix 2**. There may be some alterations to timescales due to environmental/seasonal considerations.

The successful applicant will meet the following objectives

a. Scrub Management

- Tree thinning and removal in Laymore Quag Nature reserve.
- Cutting of blackthorn, willow & other scrub species in Forestry England's Linear Park (Ruspidge Halt), Cinderford
- Cutting of scrub on old tram line, Cinderford

b. Woodland Thinning

- Removal of Scots pine and poplar in Forestry England's Linear Park (Ruspidge Halt), Cinderford, to create glades and fringe habitat.
- Thinning of sycamore and coppicing. Creation of habitat piles and deadwood habitat in Tetbury.

c. Brushcutting & Raking



Gloucestershire



- Cutting and raking overgrown meadow vegetation to create small pearl bordered fritillary habitat in Forestry England's Linear Park (Ruspidge Halt), Cinderford.

d. Tree over-shading/ waterside bank felling

- Removal of Willow over-shading ponds in Forestry England's Linear Park (Ruspidge Halt), Cinderford.

e. Riverbank enhancement

- Pollarding of 7 large and 3 medium willows alongside riverbank in Fairford.
- Planting 100m marginal vegetation for water voles in Fairford.
- Creation of 1 berm (c6m x 2m x 1m) alongside stream in Queen Victoria Park- Moreton in Marsh and planted up with marginal/emergent vegetation

f. Woodland planting

- Seeding of woodland wildflowers. 1,400 sq metres in woodland adjacent to Preston Park, Tetbury.

g. Wildflower meadow creation

- Cut, scarify and turf strip areas before wildflower seeding, City bank in Cirencester
- Cut, scarify and turf strip areas before wildflower seeding, Victoria Road playing field in Cirencester.
- Turf inversion and seeding of meadows in Blenheim Park, Moreton in Marsh.
- Creation of path side flower beds, Moreton in Marsh

h. Meadow enhancement – Seeding and plug planting

- Grassland enhancement and management, Kingshill, Cirencester.
- Plug planting in Linear Park (Ruspidge Halt)
- Cotswold limestone wildflower seeding in Bristol Road amphitheatre, Cirencester.
- Cotswold limestone wildflower seeding in Four Acre Field in Cirencester.
- Marginal vegetation planting in Blenheim park, Moreton in Marsh.
- Seeding and management of meadow greenspace next to Court View, Stonehouse.

- Ground preparation and sowing of seed, Boakes Drive, Stonehouse.

i. Roundabout and verge planting

- Bulb and wildflower planting on Burford Road roundabout, Cirencester (providing Cirencester Town Council, who will deliver this piece of work, with advice and seed/bulbs/plugs as necessary)
- Bulb and wildflower planting on Watermoor Roundabout, Cirencester (providing Cirencester Town Council, who will deliver this piece of work, with advice and seed/bulbs/plugs as necessary)
- Cutting, seeding and management of wildflower verge. Along Gloucester Road, Cirencester (providing Cirencester Town Council, who will deliver this piece of work, with advice and seed/bulbs/plugs as necessary)

j. Installation of wildlife boxes

- Installation of Barn Owl Manor in Tetbury
- Installation of bat maternity roost boxes in Tetbury
- Bat boxes and installation- Fairford
- Barn Owl box and installation, Fairford
- Bat roosting tunnel conversion: opening and resealing in pre-conversion exploration, gate construction and installation, bat roosting features installed. City Bank, Cirencester
- Installation of bat boxes. 2 x Large wooden maternity bat boxes plus 4 x Chambord wooden bat box or building-mounted WoodStone (on scout hut). Four Acre Field, Cirencester. Equivalents are equally valid
- Creation of bat roosting features in Chapel of Rest, London Road, Moreton in Marsh.

k. Tree planting and town centre greening

- Tree planting in Blenheim Park, Moreton in Marsh
- Town centre greening, Fairford

l. Hedge and scrub planting

- Native hedge planting in Forestry England's Linear Park (Ruspidge Halt) for butterflies
- Native hedge planting in Upper Cemetery, Moreton in Marsh

- Native scrub planting of 100 plants and guards in Queen Victoria Garden (South), Moreton in Marsh
- Woodland flowers and scrub planting in Queen Victoria Garden (North), Moreton in Marsh.
- Double native species hedge in the Croft Allotments, Moreton in Marsh.

m. Pond restoration and creation

- Creation of two junction ponds where feeder streams meet in Blenheim Park- Moreton in Marsh
- Creation of path side ponds, Stonehouse to Nailsworth cycleway

n. Invasive species control

- Control/removal Japanese knotweed along Stonehouse to Nailsworth cycleway

o. Orchard restoration

- Haloing around existing orchard trees by the Stroud to Stonehouse footpath

p. Protected species licensing

- Bat survey of tunnel in Cirencester
- Newt Fencing installation along roadside, Court View, Stonehouse.
- GCN licensing (method statement, watching briefs) where necessary

Please see Appendix 1 for a detailed breakdown and location of each of these items.

A break point is available within the contract at the end of one year, at which time we will decide on whether the contract will continue. The decision on whether to use the break point available will be at our discretion and we will base it on performance, budget and sustainability.

2. Budgets

The total value of this contract over the 2-year period will be between **80,000 and 107,000 (exclusive of VAT)**.

Bidders are requested to remain within these parameters, and if any outputs need to be amended to allow this, please make this very clear.

GWT is keen to ensure that all contractors meet the necessary quality and competency requirements throughout the contract period. This may mean contractors need to undertake further training to ensure these standards are met

All services provided must comply with:

- FISA guides <http://www.ukfisa.com/safety-information/safety-library/fisa-safety-guides.html>
- all other relevant environmental and health & safety legislation.

Contractor is required to carry out risk assessments for all sites. For Forestry England sites, Forestry England will provide an outline risk assessment and site safety rules for each work site. The contractor is responsible for providing the following documents prior to starting work at all sites:

- Task based risk assessments
- CoSHH risk assessments (if applicable)
- Lone working procedure (if applicable)
- Emergency schedule and procedure

Regular site meetings, periodic progress reviews and a formal annual review will be the basis of managing the contract although additional meetings can be requested by either party at any time within a reasonable time period.

The contractor will also be expected to have had electrical awareness training as some sites will have power lines on or adjacent to them.

All fuel/chemicals to be stored in bunded tanks or bowzers.

All chain oil to be biodegradable.

Anti-pollution equipment to be available on site at all times.

It is the responsibility of the contractor to remove and dispose of correctly, any rubbish generated during works.

Site Management

The Contractor will be responsible for ensuring that the site is run in a professional manner, taking into account all relevant legislation.

Chainsaw Operators

Chainsaw operators working on the ERDF Wild Towns Project must be in possession of and produce evidence of either, a current Certificate(s) of Competence issued by an approved awarding body or the current equivalent units or qualifications within a recognised National Vocational Qualification

Furthermore, as from 1 October 2013, all chainsaw operators working on ERDF Wild Towns project must comply with current industry requirements for chainsaw refresher training as specified by FISA (Forest Industry Safety Accord). <https://www.ukfisa.com/training/chainsaw-operator-refresher-training.html>

Where relevant, operators to have received training in, and where available, hold NPTC or modern LANTRA qualifications, or equivalent, covering the following work types:

- Chainsaw Maintenance and Crosscutting
- Fell Trees <380mm
- Fell Trees >380mm
- Emergency First Aid at Work training (to HSE standard), to include the Forestry context, for requirements please see: [FC First Aid policy](#) . (Note that at least two first aid trained members of staff must be on site at all times)

Skidder Operators & Choker men (if applicable)

Machine operators working on the ERDF Wild Towns Project must be in possession of and produce evidence of either, a current Certificate(s) of Competence issued by an approved awarding body or the current equivalent units or qualifications within a recognised National Vocational Qualification

Operators to have received training in, and hold FMOC covering the following work types:

- Relevant Base machine (1.1 - 1.5)
- Line Skidding (4.1)
- Emergency First Aid at Work training (to HSE standard), to include the Forestry context.
(Note that at least two first aid trained members of staff must be on site at all times)

Forwarder Operators (if applicable)

Machine operators working on the ERDF Wild Towns Project must be in possession of and produce evidence of either, a current Certificate(s) of Competence issued by an approved awarding body or the current equivalent units or qualifications within a recognised National Vocational Qualification

Operators to have received training in, and hold FMOC covering the following work types:

- Relevant Base machine (1.1 - 1.5)
- Relevant Forward Handling (3.1 – 3.8)
- Emergency First Aid at Work training (to HSE standard), to include the Forestry context
(Note that at least two first aid trained members of staff must be on site at all times)

Harvester Operators (if applicable)

Machine operators working on the ERDF Wild Towns Project must be in possession of and produce evidence of either, a current Certificate(s) of Competence issued by an approved awarding body or the current equivalent units or qualifications within a recognised National Vocational Qualification

Operators to have received training in, and hold FMOC covering the following work types:

- Relevant Base machine (1.1 - 1.5)
- Felling and Processing (2.1 & 2.2)
- Emergency First Aid at Work training (to HSE standard), to include the Forestry context.
(Note that at least two first aid trained members of staff must be on site at all times)

Thinning

Applies to items taking place in Cinderford's Ruspidge Halt.

Appropriate machinery must be used for the site and thinning requirement.

Each site will be given the thinning regime required.

The contractor will be expected to be able to monitor and adjust thinning intensity to a given Basal Area. This will be checked regularly by the FE supervisor/GWT project officer and will be one of the main Thinning Control measures.

3. Notes for Completion and Conditions

Definitions and purpose

The “authority” or “we” means Gloucestershire Wildlife Trust, or anyone acting on behalf of Gloucestershire Wildlife Trust, that is seeking to invite suitable Suppliers to participate in this procurement process.

“You”/“Your” or “Supplier”, “Contractor” or “Bidder” means the body responding to this Invitation to Tender (ITT) i.e. the legal entity submitting a tender. The ‘Supplier’ or ‘Bidder’ is intended to cover any economic operator as defined by the Public Contracts Regulations 2015 and could be a registered company; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.

This Invitation to Tender (ITT) has been designed to assess both the suitability of a Supplier to deliver the authority’s contract requirement(s); and to determine of those suitable, which Supplier(s) have provided the most economically advantageous tender.

4.1 Timetable

Set out below is the procurement timetable. While we do not intend to depart from the timetable, we reserve the right to do so. If required to do so, we will inform Suppliers in writing (via email) of these changes.

Stages	Dates
Closing date for expressing interest	12 July 2019 (discretionary)

Closing date for questions	12 July 2019
Closing date and tender returns	16 July 2019
Expected notification of award	19 July 2019
Expected start date	30 July 2019

4.2 Enquiries

Please send all enquiries by email, by the deadline stated at Section 4.1, quoting the contract title at the front of this document to:

Will Masefield – ERDF Wild Towns Project Manager
Telephone: 01452 383333 (ext 144); mobile: 07793 307056; email:
will.masefield@gloucestershirowildlifetrust.co.uk

If we consider any question or request for clarification is relevant to all interested parties, we will circulate both the query and the response to all prospective bidders, although your identity will remain confidential. Please note the closing date for questions (4.1 above); this is so that all bidders have the chance to respond to any additional information prior to the closing date for tender returns.

4.3 Responses and supporting documents

Please ensure that all questions are completed in full, and in the format requested. Failure to do so may result in your submission being disqualified. If the question does not apply to you, please state clearly 'N/A'.

Should you need to provide additional Appendices in response to the questions, these should be numbered clearly and listed as part of your declaration. A template for providing additional information is provided at the end of this document, which should be used unless, due to formatting, this is not possible.

To make the process straightforward, you do not need to provide supporting documents with your tender unless specifically requested to do so. However, we may ask you for this later.

Your organisation will only be evaluated based on the information in your tender. If you do not mention any applicable previous experience of working with us in your reply we cannot take this into account.

Please do not send any information that is general company or promotional literature, as this will not form part of our evaluation. Any additional documents you provide must refer to a question within the ITT and be easily identifiable as the answer.

4.4 Return arrangements

Please return your completed tender submission, inclusive of any relevant appendices, electronically - PDF or read only format. If you do not receive a reply in lieu of a receipt, please phone the Project Manager on the number above to check that your submission has been received.

We must receive your completed tender before the closing date and time shown in the Timetable at section 4.1. We reserve the right to not consider any tenders received after the deadline. Please be aware that tenders may be copied for our use.

Mark your submission with the words '**Tender for ERDF Wild Towns Habitat Management Contract**'.

4.5 Clarification

During our evaluation process, we may need to seek clarification on aspects of your tender return. If required, we will contact you using the contact details you have provided. Clarification may require you to submit, supplement, clarify or complete the relevant information or documentation within an appropriate time limit. The purpose of any such clarification is to provide us with the information we require to score your submission; it will not be an opportunity for you to improve or substantially change the information you have already submitted.

4.6 Verification of information provided

Whilst reserving the right to request information at any time throughout the procurement process, the authority may enable the Supplier to self-certify that there are no mandatory/discretionary grounds for excluding their organisation. When requesting evidence that the Supplier can meet the specified requirements the authority may only obtain such evidence after the final tender evaluation decision i.e. from the winning Supplier only.

4.7 Sub-contracting arrangements

Where the supplier proposes to use one or more sub-contractors to deliver some or all of the requirements, a separate Appendix should be used to provide details of the proposed bidding model that includes members of the supply chain, the percentage of work being delivered by each sub-contractor and the key deliverables each sub-contractor will be responsible for. The authority recognises that arrangements in relation to sub-contracting may be subject to future change and

may not be finalised until a later date. However, Suppliers should be aware that where information provided to the authority indicates that sub-contractors are to play a significant role in delivering key requirements, any changes to those sub-contracting arrangements may affect the ability of the Supplier to proceed with the procurement process or to provide the supplies and/or services required. Suppliers should therefore notify the authority immediately of any change in the proposed sub-contractor arrangements. The authority reserves the right to deselect the Supplier prior to any award, based on an assessment of the updated information.

This contract is not open to consortia.

4.8 Confidentiality

The authority confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Cabinet Office and/or contracting authorities defined by the Public Contracts Regulations.

The Supplier must treat all information supplied to it by the authority in confidence and must not disclose it to third parties other than to obtain sureties or quotations for submitting its response

As part of the tendering process, the Supplier must identify any parts of its tender submission which it designates as confidential and would not want published; such information may include technical or trade secrets or other confidential information. The authority will then assess this information (along with the rest of the contract), taking account of Regulation 21 of the Public Contracts Regulations, when considering which contractual information should or should not be published or released on request.

4.9 Tender validity

All details of the tender, including prices and rates, must be valid for 90 days from receipt of tender.

4.10 Language

The completed tender and all accompanying documents must be in English.

4.11 Applicable Law

Any contract concluded as a result of this ITT will be governed by English law.

4.12 Pricing

All prices will be in sterling and exclusive of VAT.

4.13 Additional costs

Once we have awarded the contract, we will not pay any additional costs incurred which are not reflected in your tender submission.

4.14 Evaluation

All bids will be impartially assessed against the same criteria. A Tender Panel will evaluate responses to the tender objectively using the criteria and evaluation matrices defined below.

4.15 Gateways

Some questions in the tender are known as gateways and are fundamental requirements of the contract. These are marked on a 'pass/fail' basis and if you do not answer these sections appropriately, we may reject your submission in full and cease to evaluate any more questions.

4.16 Award

Once we have carried out the evaluation and identified the successful tenderer(s), we will tell all tenderers in writing by email of our 'award decision'. The winning bidder will be selected on merit by reference to the set criteria.

4.17 Costs

Unless otherwise stated in this ITT, all costs associated with taking part in this process remain your responsibility and we will not return any part of your completed tender to you.

4.18 Right to cancel or vary the process

We reserve the right to cancel or withdraw from the tendering process at any stage.

4.19 Inducements

Offering an inducement of any kind in relation to obtaining this or any other contract with us will disqualify you from being considered and may constitute a criminal offence.

4.20 Disclaimer

While the information in this ITT and supporting documents has been prepared in good faith by us, it may not be comprehensive, nor has it been independently verified.

Neither GWT nor their advisors, nor their respective directors, officers, members, partners, employees, other staff or agents:

- makes any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of this ITT; or
- accepts any responsibility for the information contained in the ITT or for the accuracy or completeness of that information nor shall any of them be liable for any loss or damage

(other than in respect of fraudulent misrepresentation) arising as a result of relying on such information or any subsequent communication.

5. Your response

In order to submit a tender for this requirement you must complete and return the relevant sections, detailed in the table below, in compliance with Section 4.1 above. If we have decided that certain sections are not relevant for this particular ITT, we have indicated this by stating 'N/A' next to the title heading at the relevant section and by indicating 'Not Applicable' within the table below. Unless otherwise indicated in this way, all sections must be completed and returned.

The table below provides a summary of the evaluation method for each section, however full details of how we will evaluate your submission can be found in the individual 'Evaluation Matrix' within each section.

Section	Title	Evaluation Method
5.1	Supplier Information	For information only but must be completed
5.2	Grounds for mandatory exclusion	Pass / Fail
5.3	Grounds for discretionary exclusion	Pass / Fail
Selection Criteria		
5.4	Relevant experience and contract examples	Pass/Fail
5.5	Insurance	Pass /Fail
5.6	Compliance with equality legislation	Pass/Fail
5.7	Environmental Management	Pass/Fail
5.8	Health and Safety	Pass/Fail
Award Criteria		
5.7	Requirement Specific Questions	Scored



Gloucestershire



European Union
European Regional
Development Fund

5.8	Pricing Schedule	Scored
5.9	ITT Template Appendices	Template Only – Use where required
5.10	Terms and Conditions of Contract	Pass/Fail
5.11	Declaration	Pass/Fail

5.1 Supplier Information

Supplier details	Answer	
Full name of the Supplier completing the ITT		
Registered company address		
Registered company number		
Registered charity number		
Registered VAT number		
Name of immediate parent company		
Name of ultimate parent company		
Please mark 'X' in the relevant box to indicate your trading status	i) a public limited company	
	ii) a limited company	
	iii) a limited liability partnership	
	iv) other partnership	
	v) sole trader	
	vi) other (please specify)	

Please mark 'X' in the relevant boxes to indicate whether any of the following classifications apply to you	i) Voluntary, Community and Social Enterprise (VCSE)	
	ii) Small or Medium Enterprise (SME) ¹	
	iii) Sheltered workshop	
	iv) Public service mutual	
Bidding model Please mark 'X' in the relevant box to indicate whether you are:		
a) Bidding as a Prime Contractor and will deliver 100% of the key contract deliverables yourself		
b) Bidding as a Prime Contractor and will use third parties to deliver <u>some</u> of the services If yes, please provide details of your proposed bidding model that includes members of the supply chain, the percentage of work being delivered by each sub-contractor and the key contract deliverables each sub-contractor will be responsible for.		
c) Bidding as Prime Contractor but will operate as a Managing Agent and will use third parties to deliver <u>all</u> of the services If yes, please provide details of your proposed bidding model that includes members of the supply chain, the percentage of work being delivered by each sub-contractor and the key contract deliverables each sub-contractor will be responsible for.		

¹ See EU definition of SME: <http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/>

Contact details	
Supplier contact details for enquiries about this ITT	
Name	
Postal address	
Country	
Phone	
Mobile	
E-mail	

Licensing and registration (please delete the option which doesn't apply)	
<p>Registration with a professional body</p> <p>If applicable, is your business registered with the appropriate trade or professional register(s) in the EU member state where it is established (as set out in Annex XI of directive 2014/24/EU) under the conditions laid down by that member state).</p>	<p>Yes / No</p> <p>If Yes, please provide the registration number in this box.</p>
<p>Is it a legal requirement in the state where you are established for you to be licensed or a member of a relevant organisation in order to provide the requirement in this procurement?</p>	<p>Yes / No</p> <p>If Yes, please provide additional details within this box of what is required and confirmation that you have complied with this.</p>

5.2 Grounds for mandatory exclusion

You will be excluded from the procurement process if there is evidence of convictions relating to specific criminal offences including, but not limited to, bribery, corruption, conspiracy, terrorism, fraud and money laundering, or if you have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security obligations (except where this is disproportionate e.g. only minor amounts involved).

If you have answered “yes” to question 5.2.2 on the non-payment of taxes or social security contributions, and have not paid or entered into a binding arrangement to pay the full amount, you may still avoid exclusion if only minor tax or social security contributions are unpaid or if you have not yet had time to fulfil your obligations since learning of the exact amount due. If your organisation is in that position, please provide details using a separate Appendix. You may contact the authority for advice before completing this form.

5.2.1 Within the past five years, has your organisation (or any member of your proposed consortium, if applicable), Directors or partner or any other person who has powers of representation, decision or control been convicted of any of the following offences?	Please indicate your answer by marking ‘X’ in the relevant box.	
	Yes	No
(a) conspiracy within the meaning of section 1 or 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983 where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime;		
(b) corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;		
(c) the common law offence of bribery;		
(d) bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010; or section 113 of the Representation of the People Act 1983;		
(e) any of the following offences, where the offence relates to fraud affecting the European Communities’ financial interests as defined by Article 1 of the Convention on the protection of the financial interests of the European Communities:		
(i) the offence of cheating the Revenue;		
(ii) the offence of conspiracy to defraud;		

(iii) fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978;		
(iv) fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006;		
(v) fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994;		
(vi) an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993;		
(vii) destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969;		
(viii) fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006; or		
(ix) the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act;		
(f) any offence listed—		
(i) in section 41 of the Counter Terrorism Act 2008; or		
(ii) in Schedule 2 to that Act where the court has determined that there is a terrorist connection;		
(g) any offence under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by subparagraph (f);		
(h) money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002;		
(i) an offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996;		
(j) an offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;		
(k) an offence under section 59A of the Sexual Offences Act 2003;		

(l)	an offence under section 71 of the Coroners and Justice Act 2009		
(m)	an offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994; or		
(n)	any other offence within the meaning of Article 57(1) of the Public Contracts Directive—		
(i)	as defined by the law of any jurisdiction outside England and Wales and Northern Ireland; or		
(ii)	created, after the day on which these Regulations were made, in the law of England and Wales or Northern Ireland.		
<u>Non-payment of taxes</u> 5.2.2 Has it been established by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which your organisation is established (if outside the UK), that your organisation is in breach of obligations related to the payment of tax or social security contributions? If you have answered Yes to this question, please use a separate Appendix to provide further details. Please also use this Appendix to confirm whether you have paid, or have entered into a binding arrangement with a view to paying, including, where applicable, any accrued interest and/or fines?			

5.3 Grounds for discretionary exclusion

The authority may exclude any Supplier who answers 'Yes' in any of the following situations set out in paragraphs (a) to (i);

5.3.1 Within the past three years, please indicate if any of the following situations have applied, or currently apply, to your organisation.	Please indicate your answer by marking 'X' in the relevant box.
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	Yes	No
(a) your organisation has violated applicable obligations referred to in regulation 56 (2) of the Public Contracts Regulations 2015 in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Public Contracts Directive as amended from time to time;		
(b) your organisation is bankrupt or is the subject of insolvency or winding-up proceedings, where your assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State;		
(c) your organisation is guilty of grave professional misconduct, which renders its integrity questionable;		
(d) your organisation has entered into agreements with other economic operators aimed at distorting competition;		
(e) *your organisation has a conflict of interest within the meaning of regulation 24 of the Public Contracts Regulations 2015 that cannot be effectively remedied by other, less intrusive, measures;		
(f) the prior involvement of your organisation in the preparation of the procurement procedure has resulted in a distortion of competition, as referred to in regulation 41, that cannot be remedied by other, less intrusive, measures;		
(g) **your organisation has shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions;		
(h) Your organisation – i. has been guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria; or ii. has withheld such information or is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015; or		
(i) your organisation has undertaken to		
(aa) unduly influence the decision-making process of the contracting authority, or		

(bb) obtain confidential information that may confer upon your organisation undue advantages in the procurement procedure; or		
(j) your organisation has negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award.		

*** Conflicts of interest**

In accordance with question 5.3.1 (e), the authority may exclude the Supplier if there is a conflict of interest which cannot be effectively remedied. The concept of a conflict of interest includes any situation where relevant staff members have, directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement procedure.

Where there is any indication that a conflict of interest exists or may arise then it is the responsibility of the Supplier to inform the authority, detailing the conflict in a separate Appendix. Provided that it has been carried out in a transparent manner, routine pre-market engagement carried out by the authority should not represent a conflict of interest for the Supplier.

**** Taking Account of Bidders' Past Performance**

In accordance with question (g), the authority may assess the past performance of a Supplier (through a Certificate of Performance provided by a Customer or other means of evidence). The authority may take into account any failure to discharge obligations under the previous principal relevant contracts of the Supplier completing this ITT. The authority may also assess whether specified minimum standards for reliability for such contracts are met.

In addition, the authority may re-assess reliability based on past performance at key stages in the procurement process (i.e. Supplier selection, tender evaluation, contract award stage etc.). Suppliers may also be asked to update the evidence they provide in this section to reflect more recent performance on new or existing contracts (or to confirm that nothing has changed).

'Self-cleaning'

Any Supplier that answers 'Yes' to questions 5.2.1, 5.2.2 and 5.3.1 should provide sufficient evidence, in a separate Appendix, that provides a summary of the circumstances and any remedial action that has taken place subsequently and effectively "self cleans" the situation referred to in that

question. The Supplier has to demonstrate it has taken such remedial action, to the satisfaction of the authority in each case.

If such evidence is considered by the authority (whose decision will be final) as sufficient, the economic operator concerned shall be allowed to continue in the procurement process.

In order for the evidence referred to above to be sufficient, the Supplier shall, as a minimum, prove that it has;

- paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;
- clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and
- taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.

The measures taken by the Supplier shall be evaluated taking into account the gravity and particular circumstances of the criminal offence or misconduct. Where the measures are considered by the authority to be insufficient, the Supplier shall be given a statement of the reasons for that decision.

5.4 Selection Criteria

5.4	<p>Relevant experience and contract examples</p> <p>Please provide details of up to <u>three</u> contracts, in any combination from either the public or private sector, that are relevant to the authority's requirement. Contracts for supplies or services should have been performed during the past <u>three</u> years. Works contracts may be from the past <u>five</u> years, and VCSEs may include samples of grant funded work.</p> <p>The named customer contact provided should be prepared to provide written evidence to the authority to confirm the accuracy of the information provided below.</p> <p>Where the Supplier is a managing agent not intending to be the main provider of the supplies or services, the information requested should be provided in respect of the principal intended provider(s) or sub-</p>
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	contractor(s) who will deliver the supplies and services. (If required you may provide this information in the form of a referenced Appendix).			
		Contract 1	Contract 2	Contract 3
5.4.1	Name of customer organisation			
5.4.2	Point of contact in customer organisation Position in the organisation E-mail address			
5.4.3	Contract start date Contract completion date Estimated Contract Value			
5.4.4	In no more than 500 words, please provide a brief description of the contract delivered including evidence as to your technical capability in this market.			
5.4.5 If you cannot provide at least one example for questions 5.4.1 to 5.4.4, in no more than 500 words please provide an explanation for this e.g. your organisation is a new start-up.				

Evaluation Matrix for Section 5.4

Responses to the questions in this section will be scored on the basis of the marking criteria detailed in the table below.

Weight	Agreed Marking Criteria
Pass/Fail	<p>Pass – Three references relevant to the subject matter of this ITT have been provided and the authority is content that the minimum standards for reliability have been met. We will consider accepting a lower number of references depending on how long you have been in business.</p> <p>Fail – References are not relevant OR a satisfactory number of references have not been provided OR the authority has evidence of the suppliers' failure to discharge their obligations under previous principal relevant contract(s) which may include minimum standards for reliability in performing such contracts having not been met.</p>

5.5 Insurance

<p>Please self-certify (by deleting the option which doesn't apply) whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below.</p> <p>Employer's (Compulsory) Liability Insurance = £20 million</p> <p>Note: It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Note this requirement is not applicable to Sole Traders.</p> <p>Public Liability Insurance = Min £20m per claim</p>	Yes / No
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Professional Indemnity Insurance = Min £ 1 million per claim	
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Evaluation Matrix for Section 5.5

Responses to the questions in this section will be scored on the basis of the marking criteria detailed in the table below.

Weight	Agreed Marking Criteria
Pass/Fail	<p>Pass – You must either confirm that you have the required levels of insurance in place for each and every claim rather than on an aggregate basis or, alternatively, undertake that should you be successful, that such levels of insurance will be available to you and that you undertake to maintain these levels of insurance for the duration of the requirement.</p> <p>Fail – If you cannot make such a commitment, your bid will fail in its entirety.</p>

5.6 Compliance with Equality Legislation

For organisations working outside of the UK please refer to equivalent legislation in the country that you are located.		
a.	In the last three years, has any finding of unlawful discrimination been made against your organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)?	Yes / No
b.	In the last three years, has your organisation had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds of alleged unlawful discrimination?	Yes / No
<p>If you have answered “yes” to one or both of the questions in this module, please provide, as a separate Appendix, a summary of the nature of the investigation and an explanation of the outcome of the investigation to date.</p> <p>If the investigation upheld the complaint against your organisation, please use the Appendix to explain what action (if any) you have taken to prevent unlawful discrimination from reoccurring.</p>		
c.	If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations?	Yes / No

Evaluation Matrix for Section 5.6

Responses to the questions in this section will be scored on the basis of the marking criteria detailed in the table below.

Weight	Agreed Marking Criteria
Pass/Fail	<p>Pass – If you have answered ‘no’ to a) and b) and have processes in place to check sub-contractors in this respect (where used) you will pass this section.</p> <p>Fail – If you have answered ‘yes’ to a) and or b) you may be excluded if you are unable to demonstrate to the authority’s satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination reoccurring.</p>

5.7 Environmental Management

a.	Has your organisation been convicted of breaching environmental legislation, or had any notice served upon it, in the last three years by any environmental regulator or authority (including local authority)? If your answer to this question is “Yes”, please provide details in a separate Appendix of the conviction or notice and details of any remedial action or changes you have made as a result of conviction or notices served.	Yes / No
b.	If you use sub-contractors, do you have processes in place to check whether any of these organisations have been convicted or had a notice served upon them for infringement of environmental legislation?	Yes / No

Evaluation Matrix for Section 5.7

Responses to the questions in this section will be scored on the basis of the marking criteria detailed in the table below.

Weight	Agreed Marking Criteria
Pass/Fail	<p>Pass - Bidders who have not been convicted or served notice upon and have processes in place to check sub-contractors in this respect (where used) will pass this section.</p> <p>Fail - The authority will not select bidder(s) that have been prosecuted or served notice under environmental legislation in the last 3 years, <u>unless</u> the authority is satisfied that appropriate remedial action has been taken to prevent future occurrences/breaches.</p>

5.8 Health and Safety

This section allows us to assess your competency for health and safety. We have provided some guidance to help you understand the requirements for each area. You may also find it useful to refer to the Health and Safety Executive (HSE) website for some guidance before completing this section. You can find this here: <http://www.hse.gov.uk/>.

1	<p>a) Does your organisation have a written health and safety policy? AND</p> <p>b) If yes, please provide details of when it was last reviewed and updated.</p> <p>Note: If your organisation has fewer than 5 employees, GWT still requires you to have a written Health and Safety Policy</p>
<p>Answer:</p>	

2a)	GWT requires confirmation that this contract will be carried out by personnel (individuals, staff or sub-contractors) with the pre-requisite Health and Safety certifications / qualifications. Bidders are required to complete the table below with reference to their delivery team for this contract.			
	Certification / Qualification	Number of personnel with certification / qualification	Qualification Provider	Frequency of Update training
	First Aid at work or Emergency First Aid at Work (+ F)			
	DBS Certificate	N/A	N/A	N/A
2b)	<p>If the appropriate personnel who will deliver the contract do not currently hold any or all of the above qualifications or certifications, explain any plans (including dates) you have in place to secure the necessary certifications/qualifications in advance of contract commencement.</p> <p>Please state 'not applicable' in the box below where this does not apply.</p>			
<p>Answer:</p>				

- | | |
|----|--|
| 3) | <p>Briefly describe your selection process for sub-contractors. The selection process should include assessment and review of sub-contractors' approach to risk assessment; competence and qualifications; and accident/near miss reporting & recording.</p> <p>If you intend to carry out all work using your own direct employees, you need only provide a short statement to this effect.</p> |
|----|--|

Answer:

- | | |
|-----|---|
| 4a) | <p>Briefly describe your process for ensuring personnel are competent and up to date on general and site-specific health and safety requirements. This should include your plans for supervision and monitoring. Provide evidence of examples to support your response.</p> |
|-----|---|

Answer:

4b)

Provide an example of a site-specific risk assessment you have applied in a previous contract which demonstrates that the risks identified have been controlled. In preparing robust methodologies under this contract, the contractor will be required to draw up appropriate risk assessments for this work.

OR

Where an example from a previous contract cannot be produced, please explain how you would risk assess a job; please support this response with a generic or hypothetical risk assessment relevant to the subject of the contract/framework.

Answer:

4c)	In relation to your risk assessment process, describe how you monitor to ensure the controls remain in place for the duration of the work. Where available, supply any relevant evidence to support your response such as completed checklists or other similar evidence.
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Answer:

4d)	Explain your approach to Lone Working; and where this is carried out provide details of your process, methods and frequency of checking for contracts of this nature.
-----	---

Answer:



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4e)	Briefly explain how your organisation obtains competent health and safety advice (either within the organisation or externally). Please show us you have the following or equivalent: Internal health and safety personnel, consultants, appointed person in the organisation responsible for health and safety.
Answer:	
4f)	<ol style="list-style-type: none">I. Describe your accident / near miss reporting system including any actions taken post incident to prevent recurrence;II. Support your response with one example where this is available;III. Describe your understanding of the requirements under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR).

Answer:

Evaluation Matrix for Section 5.8

Responses to the questions in this section will be scored on the basis of the marking criteria detailed in the table below. Any bidder that receives a 'Fail' against any of the health and safety questions will not be considered further in relation to this ITT.

Question	Description	Marking Method	Marking Criteria
1)	Health & Safety Policy	Pass or Fail	<p>Pass – Organisation has a health and safety policy which has been reviewed in the last two years.</p> <p>Fail – Organisation does not have a health and safety policy <u>OR</u> Organisation does have a health and safety policy but bidder has provided no evidence of policy being reviewed in last two years.</p>
2a) & b)	Certifications / Qualifications	Pass or Fail	<p>Pass – Bidder has stated they have all the certifications/qualifications required to undertake the work in response to part a of the question; <u>OR</u> Bidder has not confirmed that all certifications/qualifications are currently held in response to part a), but has provided a response to part b of the question which gives assurance that</p>

			<p>the necessary certifications/qualifications will be secured in advance of contract commencement.</p> <p>Fail – Bidder has not provided the necessary assurance that all certifications/qualifications will be secured in advance of contract commencement in response to either part a) and/or part b) of the question.</p>
3	Sub-contractor Selection Process	Pass or Fail	<p>Pass – Bidder has described their process for sub-contractor selection. The process explains all the aspects requested in the question and provides assurance that sub-contractors will be assessed thoroughly in this respect to meet the minimum health and safety requirements of the contract.</p> <p>Fail – The requirement to sub-contract has been identified in the bid, but the process for assessing sub-contractors does not cover the required aspects of the question and/or does not provide the necessary assurance that sub-contractors will be assessed thoroughly in line with requirements.</p>
<p>Responses to the component parts of question 4 will be scored as detailed in the marking criteria column below. In order to pass this question, bidders will need to achieve a pass mark which is equal to or greater than 13 out of 20. Any bidder scoring below 13 will fail this section. Note: bidders can also automatically fail certain sections of question 4 if their responses are inadequate as detailed below; in such cases, failure of one component part would constitute an overall failure of the section and their entire bid.</p>			
4a)	Updating of H&S	Scored Question	<p>Score of 2 – Response provides confidence that personnel are updated on relevant health and safety matters at appropriate times and that adequate supervision/monitoring is undertaken – relevant actions may include use of site inductions, training, newsletters, meetings, site visits etc.</p> <p>Score of 1 – Response leaves reservations about whether personnel are provided with the relevant health and safety updates or provides limited evidence of updates being carried out. There is limited evidence to demonstrate adequate supervision or monitoring takes place.</p>

			Score of 0 – No response provided or inadequate response provided.
4b)	Risk Assessment Process – Part i	Scored Question	<p><u>Scoring Part i)</u></p> <p>Score of 4 – Relevant site specific risk assessment from previous contract has been provided in response to Part i). This shows appropriate hazards and controls, demonstrating competence in application of this process.</p> <p>Score of 3 – Description of risk assessment process has been provided along with generic or hypothetical risk assessment in response to Part i). This shows an understanding of the process and provides confidence that the bidder would be able to apply the principles in a real situation.</p> <p>Score of 2 – Description of risk assessment process has been provided without any examples in response to Part i) OR generic or hypothetical risk assessment in response to Part i) has been provided, with no further information of the process applied.</p> <p>Fail – Inadequate process or no response provided</p>
4c)	Risk Assessment Process – Part ii	Scored Question	<p>Score of 3 – Process description provides confidence that sufficient monitoring takes place throughout contract duration to ensure controls remain on site. Response is supported by appropriate evidence such as completed checklists, records of toolbox talks, evidence of supervisory visits or other appropriate evidence.</p> <p>Score of 1 – Process description provided <u>without</u> further appropriate supporting evidence – this gives some confidence that controls remain on site through the duration of the contract. OR, Some evidence supplied such as completed checklists, records of toolbox talks, supervisory visits or similar <u>without</u> a description of the process applied.</p> <p>Score of 0 – No response provided or response does provide confidence that an adequate</p>

			process exists to ensure controls will remain on site for the duration of the contract.
4d)	Lone Working Process	Scored Question	<p>Score of 4 - Supplier does not allow lone working.</p> <p>Score of 3 - Lone working is restricted and the approach and system described gives confidence that the risk of lone working is being adequately controlled. Frequency of checking is appropriate to the risks associated with the work.</p> <p>Score of 1 - Lone working is carried out but explanation of process gives limited confidence of risks being controlled to an acceptable level.</p> <p>Fail - Response is completely inadequate or process described does not provide any confidence that Lone Working process will be managed to ensure safety of personnel.</p>
4e)	Health & Safety Advice	Scored Question	<p>Score of 1 - Response identifies competent responsible person.</p> <p>Score of 0 - Response not provided or inadequate.</p>
4f)	Accidents / Near Misses and RIDDOR	Scored Question	<p>1 point allocated for each of the following (maximum score achievable is 3):</p> <ul style="list-style-type: none"> - Relevant accident reporting process described along with any post-accident actions to prevent recurrence – Score 1 point - Examples provided are relevant and demonstrate process being put into practice – Score 1 point - RIDDOR description, categories, timescales and understanding of responsibilities reflect current legislative requirements – Score 1 point
4g)	Inspection and testing of machinery and equipment	Scored Question	<p>1 point allocated for each of the following (maximum score achievable is 3):</p>



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			<ul style="list-style-type: none">- Relevant process for inspection and testing of machinery and equipment. Score 1 point- Provide examples of process being put into practice. Score 1 point- Description of the Provision and Use of Work Equipment (PUWER) and Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) and understanding of responsibilities due to current legislative requirements. Score 1 point
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Award Criteria

5.9 Requirement Specific Questions

5.9.1	Question	Marks available
	For all of the items in Annex 1 briefly describe (having referred to the marking criteria below) how you intend to carry out this work and to what specification.	140 (0-4 for each item)
<p>Response:</p> <p>Item 1:</p> <p>Item 2:</p> <p>Item 3:</p> <p>Item 4:</p> <p>Item 5:</p> <p>Item 6:</p> <p>Item 7:</p> <p>Item 8:</p> <p>Item 9:</p> <p>Item 9a:</p> <p>Item 10:</p> <p>Item 11:</p> <p>Item 12:</p> <p>Item 13:</p> <p>Item 14:</p>		

Item 15:

Item 16:

Item17:

Item 18:

Item 19:

Item 20:

Item 21:

Item22:

Item 23:

Item 24:

Item25:

Item 26:

Item 27:

Item 28:

Item 29:

Item 30:

Item 31:

Item 32:

Item 33:

Item 34:

Item 35:

5.9.2	Question	Marks available
	<p>How will your organisation demonstrate environmental efficiencies? Please answer as best you can against the bullet points below.</p> <ul style="list-style-type: none"> • Energy and Water – demonstrate how efficiencies will be made <p>Response:</p> <ul style="list-style-type: none"> • Waste Management - demonstrate how waste will be managed during construction, and also what measures will be adopted to support waste reduction and higher levels of recycling. Eg implementation of a Site Waste Management Plan <p>Response:</p> <ul style="list-style-type: none"> • Green Infrastructure – any opportunities to enhance environmental quality over and above planned interventions through the Wild Towns project <p>Response:</p> <ul style="list-style-type: none"> • Materials - where practicable, projects should maximise use of reused and recycled materials within construction and materials should be sourced as locally and sustainably as possible. Applicants must ensure, for example, that all timber is procured in line with the Government's Timber Procurement Policy. <p>Response:</p> <ul style="list-style-type: none"> • Biological control procedures – demonstrate that thought has gone into ensuring biological contamination does not occur through infrastructure projects <p>Response:</p>	<p>20 (0-4 for each bullet point)</p>



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5.9.3	Question	Marks available
	Please outline how you will work with multi-partner projects across different land ownerships.	4
Response:		
5.9.4	Question	Marks available
	Briefly outline previous projects that you have completed which include relevant biodiversity enhancements; in particular mentioning specific challenges and how you overcame them.	4
Response:		
5.9.5	Question	Marks available
	Please explain your approach to carrying out works that are sensitive to protected species.	4
Response:		

Evaluation Matrix for Section 5.9

Responses to the questions in this section will be scored on the basis of the marking criteria detailed in the table below.

Marking Criteria
<p>The following evaluation system will be applied to this section:</p> <p>0 – No response or totally inadequate No response or an inadequate response.</p> <p>1 – Major Reservations / Constraints The response simply states that the supplier can meet some of the requirements set out in the question, annex or Specification of Requirements, but have not given information or detail on how they will do this.</p> <p>2 – Some Reservations/Constraints Bidder has provided some information about how they propose to meet most of the requirements as set out in the question, annex or Specification of Requirements. There is some doubt in their ability to consistently meet the full range of requirements.</p> <p>3 – Fully Compliant Bidder has provided detailed information covering all elements of the question, detailing how they propose to meet all the requirements as set out in the question, annex or Specification of Requirements. This gives full confidence in their ability to meet the full range of our requirements.</p> <p>4 – Exceeds Requirements Bidder meets the required standard in all respects and exceeds some or all of the major requirements, which in turn leads to added value within the contract.</p>

5.10 Pricing Schedule

	Marks available
Please provide your pricing in the schedule provided below, having referred to the detailed specifications in Appendix 1 . For some items, you will find detailed specifications already, and for others you will need to explain (above in 5.9.1) how you intend to complete this work. The	20

total price that all of these elements will add up to will be the price that you are evaluated against.

Please provide a price per day for any machinery operator such as Chainsaw, Forwarder, Excavator etc. (a day's work is based on an 8-hour day, excluding breaks)

Ref	Description	Notes on price (breakdown for clarity if useful)	Price (£)
1	Tree thinning and removal - Laymore Quag		
2	Scrub management and tree felling - Linear Park		
3	Scrub management- Forest of Dean District Council		
4	Brushcutting and Raking		
5	Willow Pollarding and water vole vegetation planting		
6	Berm creation along stream edge, Moreton		
7	Woodland thinning and wildflower planting		
8	Wildflower meadow creation, Cirencester		
9	Wildflower meadow creation, Moreton in Marsh		
9a	Pathside beds and wildflowers, Moreton in Marsh		
10	Meadow Enhancement- Cirencester		
11	Meadow enhancement- Amphitheatre		
12	Small pearl Bordered fritillary plug planting		
13	Court view, Stonehouse meadow planting and management		

14	Seed sowing, Boakes Drive		
15	Roundabouts and Verge, Cirencester		
16	Barn Owl manor-Tetbury		
17	Bat roost boxes- Tetbury		
18	Bat roosting tunnel Conversion- Cirencester		
19	Bat Box installation- Cirencester		
20	Bat roosting features- Chapel of Rest-Moreton in Marsh		
21	Tree planting- Moreton in Marsh		
22	Town centre greening- Fairford		
23	Native hedgerow planting- Cinderford		
24	Native hedgerow planting- Moreton in Marsh		
25	Scrub planting- Moreton in Marsh		
26	Junction ponds- Moreton in Marsh		
27	Path-side ponds- Nailsworth-Stroud		
28	Invasive species Nailsworth-Stroud		
29	Orchard restoration- Stonehouse		
30	Bat survey- Cirencester		
31	Protected species- Cinderford		
32	Great Crested Newt fencing		
33	Bat boxes- Fairford		
34	Barn Owl box- Fairford		
35	Bat boxes- Stroud cycleway		
Grand Total excl. VAT (total of all 'lump sum' items)			

Evaluation Matrix for Section 5.10

Responses to this section will be scored on the basis of the marking criteria detailed in the table below.

a)	Agreed Marking Criteria		
	Is the sum total quoted within the parameters of the contract?	Pass/Fail	<p>Pass: The Grand Total (excluding VAT) is between £80,000 and £107,000</p> <p>Fail: The Grand Total is higher than £107,000</p>

b)	Agreed Marking Criteria	
	<p>Price will be evaluated using the 'standard differential method' – each bidder receives 100% of the available marks less the percentage by which their tender is more expensive than the lowest; with 20 being the maximum score achievable.</p>	

5.11 ITT – Template for Appendices

Please use the following form for each appendix you are providing. If, for formatting purposes you are not able to use this appendix form, please ensure you clearly number the appendix, along with the section and question it relates to.

Appendix Number -
ITT Section -
Question Number -



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5.12 Declaration

I declare that to the best of my knowledge the answers submitted to these questions are correct. I understand that the information will be used in the selection and evaluation process to assess my organisation's suitability to participate in this procurement, and to determine which supplier(s) provide the most economically advantageous tender in accordance with the criteria set out in this ITT.

I am signing on behalf of **(insert name of supplier).**

I understand that the authority may reject my submission if there is a failure to answer all relevant questions fully or if I provide false/misleading information. I have provided a full list of any Appendices used to provide additional information in response to questions.

The essence of selective tendering is that the authority will receive *bona fide* competitive tenders from all those tendering. In recognition of this principle, I certify that this is a *bona fide* tender, intended to be competitive, and that 'we' (I or any other person acting for on behalf of my organisation) have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person. I also certify that we have not done and we undertake that we will not do so at any time before the hour and date specified for the return of this tender any of the following acts:

- communicate to a person other than the person calling for those tenders the amount or approximate amount of the proposed tender, except where the disclosure, in confidence, of the approximate amount of the tender was necessary to obtain premium insurance quotations required for preparing the tender;
- enter any agreement with any other person whereby they will refrain from tendering or as to the amount of any tender to be submitted;
- offer or pay or give or agree to pay any sum of money or valuable consideration directly or indirectly to any person for doing or having done or causing or having caused to be done in relation to any other tender or proposed tender for this work any act or thing of the sort described above.

In this certificate, the word "person" includes any individual, partnership, association, or body either corporate or unincorporated; and "any agreement or arrangement" includes any such transaction, formal or informal, and whether legally binding or not.

I also declare that there is no conflict of interest in relation to the authority's requirement.

The following appendices form part of our submission;

Section of ITT	Appendix Number

ITT COMPLETED BY

Name:

Role in Organisation:

Date:

Signature:

Evaluation Matrix for Section 5.12

Responses to this section will be evaluated on the basis of the marking criteria detailed in the table below.

Weight	Agreed Marking Criteria
Pass/Fail	<p>Pass: Completed, signed declaration has been provided with all relevant appendices listed.</p> <p>Fail: Declaration has not been signed or provided, or exceptions have been noted which cannot be accepted.</p>

Appendix 1 – Specific requirements of Items

Item 1

Tree thinning and removal- Laymore Quag- SO64391448

Scrub management is to target silver birch and alder thinning along boundaries of the reserve. This work aims to create glades and passages through the birch to allow reptile movement through the trees.

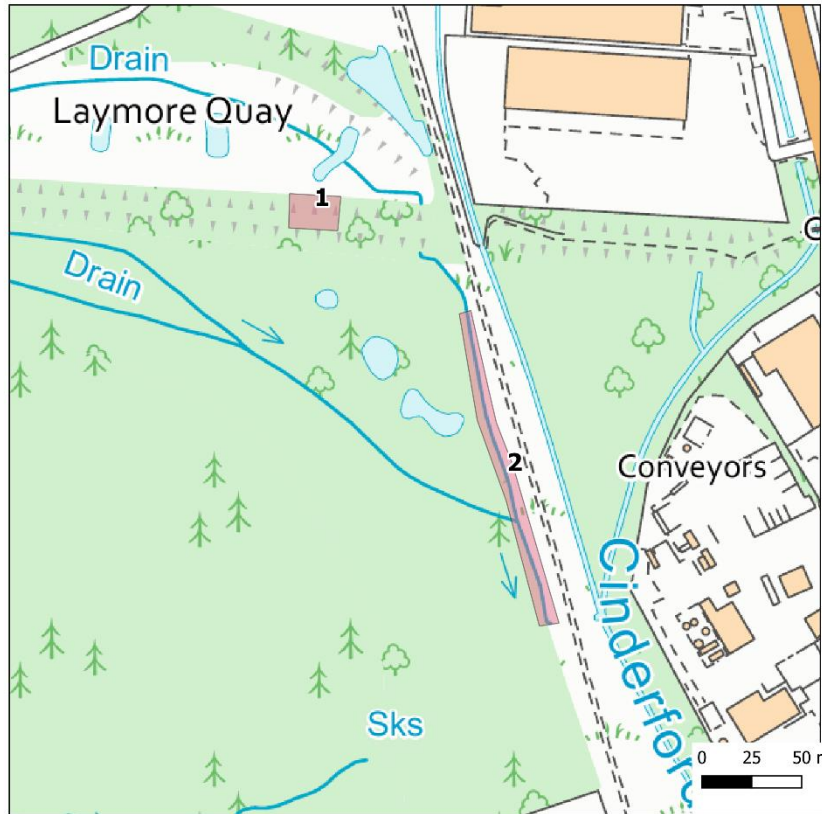
Block 1- Old railway embankment

Felling silver birch and willow to create a passage between the northern and southern areas of Laymore Quag. Some trees will be felled and left in situ. Some will require snedding and using brash to create habitat piles and brash hedging.


Block 2- Alongside path and channel

Felling of silver birch and alder alongside path and channel to allow light into channel. Brash used to create habitat piles and brash hedging. Excess to be removed from site.

Quote for 20 person days of work.



ERDF Wild Towns - Laymore Quag

 Laymore Quag scrub works

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Item 2

Scrub management and tree felling– Linear Park - SO65011289, SO65081300, SO64941270

Removal and thinning of areas of scrub and trees in the following blocks. Please quote for 70 person days of work, this will then be divided up between the blocks below. This area is surrounded by footpaths which will either require closure or the use of banksmen in this busy area (contractor to provide working methodology). Young oaks in the area shall be left. There are great crested newts present in this area so works would need to be carried out against a strict method statement to ensure this species is not affected. Brash will be used to create habitat piles and brash fences while timber will require extraction to roadside. Powerlines are located in the vicinity so may require co-ordination with national grid. A **bat tree survey/method statement** will be required for this work to be carried out.

All works areas have very sensitive species residing in them such as Small Pearl Bordered Fritillary Butterflies and adders. Due to this, work needs to be carried out in a sensitive manner to minimise the disturbance to these species. Site visits will be carried out with the successful applicant and Forestry England (landowners for these areas) to discuss site requirements.

Block 1- Pollard and coppice alder alongside pond. Removal of willow and other scrub species over-shading pools within Linear Park. Brash will be stacked near the pools to create habitat piles. Work will need to be carried out sympathetically due to the presence of great crested newts in and around the pools; this will require a great crested newt license. Please see the four areas of work below. 0.02 hectare block.

Block 6- Removal of poplar, silver birch and willow in northern area of block. 0.44 hectare block

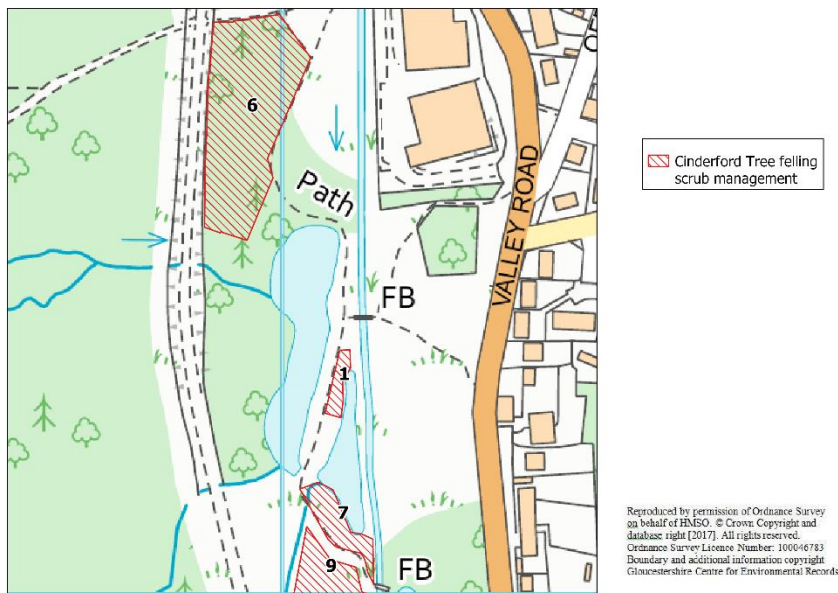
Block 7- use of brash from block 2 to create brash fence to protect ponds and surrounding bank. Roughly 70 metre length

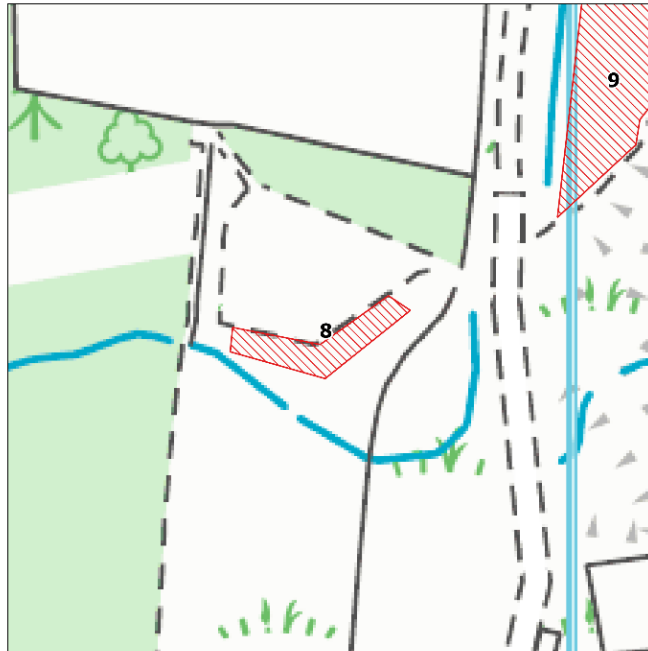
Block 8- Remove 3-4 field maple and hawthorn to open up sightlines around car park. Use brash to create dead hedges in field to the south.


Block 4, 5 & 10 - Removal of silver birch and alder carr to create glades to encourage species movement. Powerlines located in the vicinity so may require co-ordination with national grid. Bat Survey will be required before any works can commence.

Block 9 – Remove one or 2 pine trees but leave some brash. Use brash to deter dogs and boar by placing along edges and create dead hedges for adders to move through.

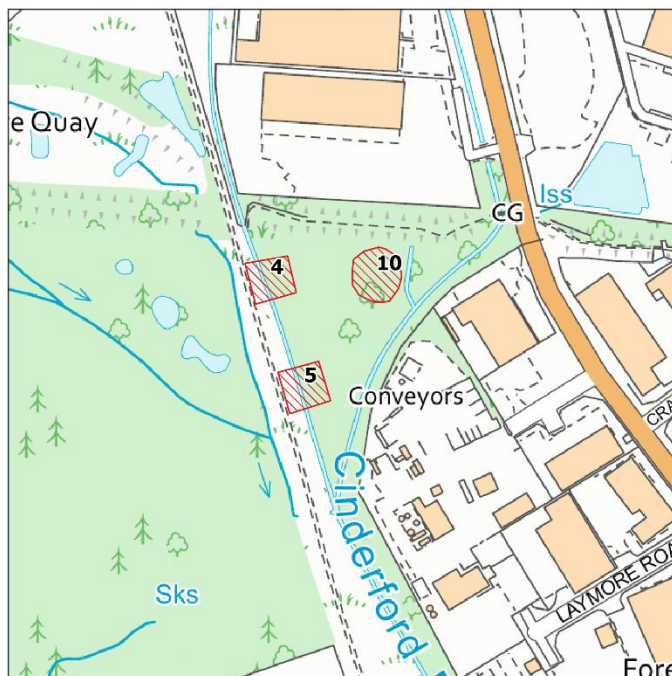
Quote for 70 working days.






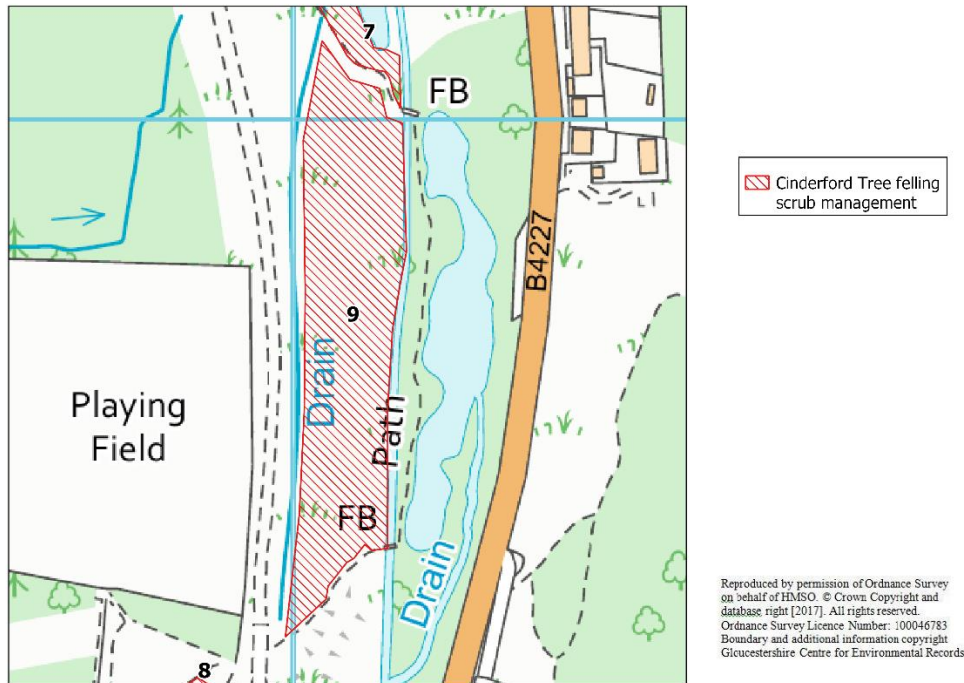
 Cinderford Tree felling
 scrub management

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 Cinderford Tree felling
 scrub management

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Item 3

Scrub management- Forest of Dean District Council land - SO64731448

Cutting of scrub to open up glades and allow light into the area to encourage species movement between the neighbouring Hollyhill wood and Linear Park. A great crested newt method statement will be required for this work to be carried out. Quote for 6 person days.

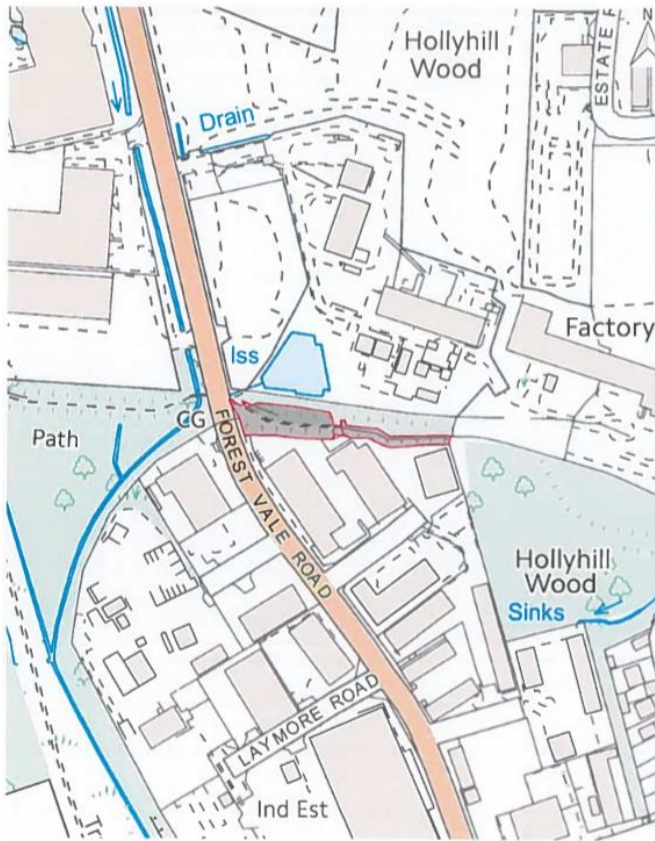
Forest of Dean District Council land (Church Bank) – 6 person days cutting hawthorn, willow, and other scrub species to open up meadow areas on Church Bank. See second map for broad areas, these will be reduced to specific areas when the successful applicant is on site.



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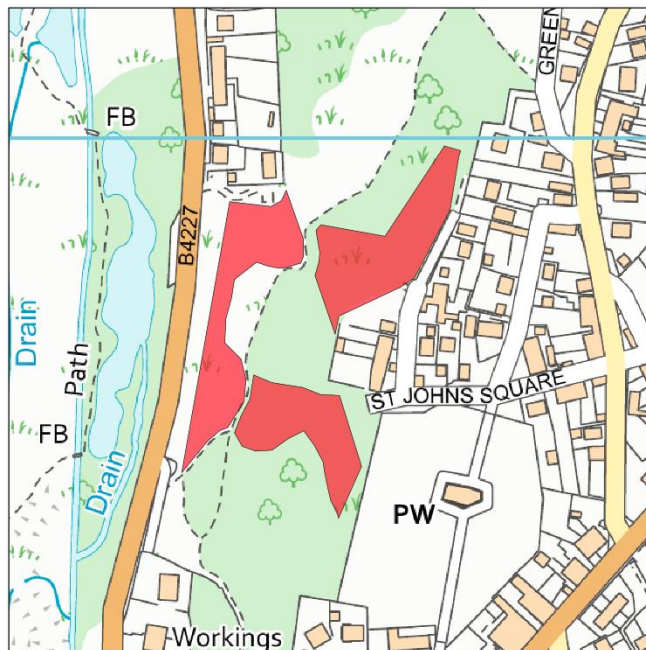


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Feature area: 0.219 ha (0.54 acres)

Perimeter: 381m



FODDC scrub

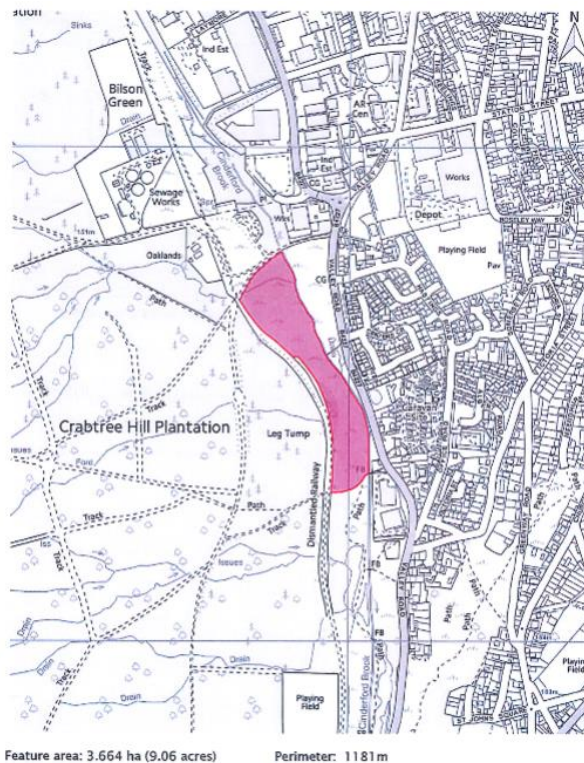
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Item 4-

Brushcutting and Raking- SO64931356

Brushcutting and raking overgrown meadow vegetation and bramble to create Small Pearl Bordered Fritillary habitat. Quote for 4 person days

All works areas have very sensitive species residing in them such as Small Pearl Bordered Fritillary butterflies and adders. Due to this, work needs to be carried out in a sensitive manner to minimise the disturbance to these species. Site visits will be carried out with the successful applicant and Forestry England (landowners for these areas) to discuss site requirements.

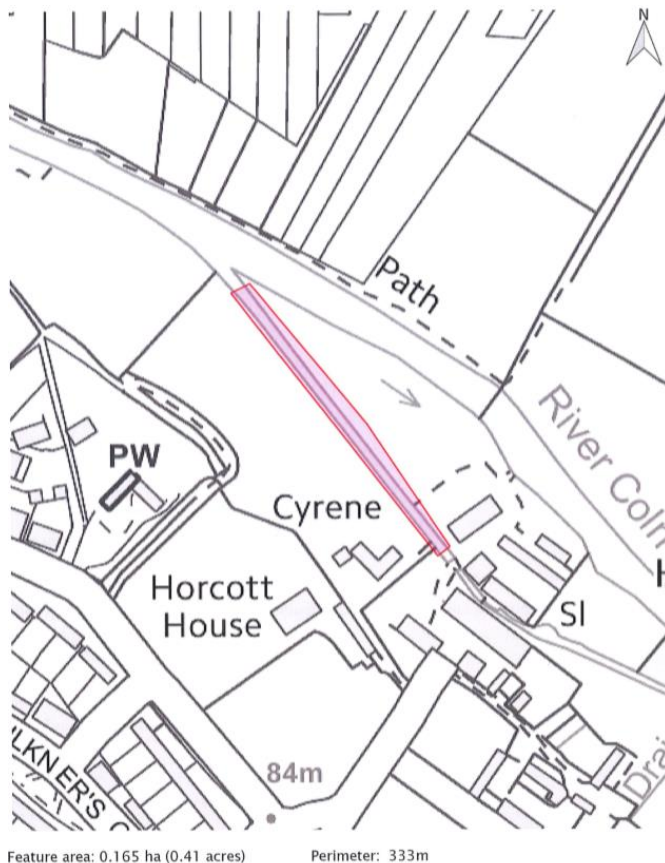


Item 5

Willow pollarding and water vole vegetation planting, Fairford - SP15400053

Pollarding of 7 large and 3 medium size willows along riverbank of River Coln, this is to help the water voles which are present on the river by improving and potentially expanding their habitat in the area. This is private land so will only be visible from opposite bank until the time of the work being carried out.

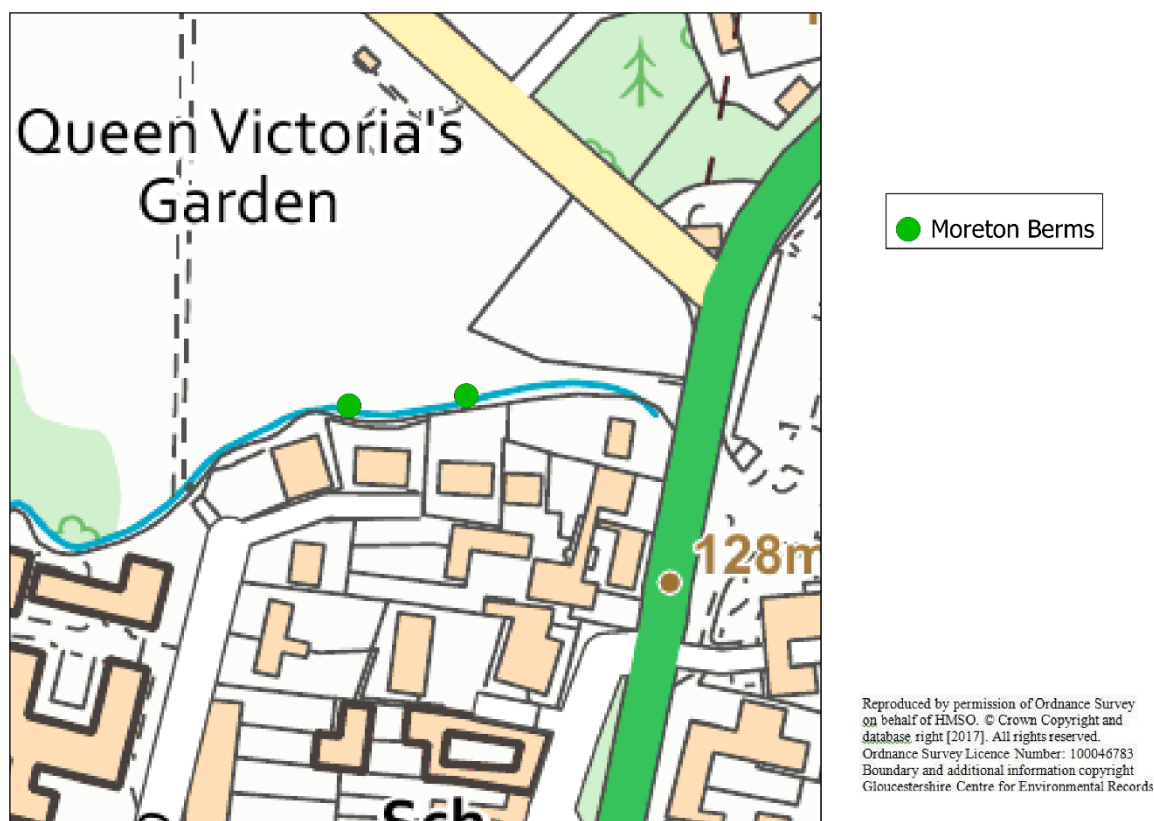
As a secondary part of this work, marginal vegetation planting will take place to provide optimal habitat and food plants for water voles.



Item 6

Berm creation along stream edge - SP20473279

Creation of berm/berms (dependent on CDC consent) and subsequent marginal vegetation planting alongside the stream running through Queen Victoria Gardens in Moreton in Marsh. Spoil from berms to be spread locally to berm creation site. Berm will be roughly 6m long x 2m wide x 1 deep (c12 cubic metres) in one of the two sites represented below.



Item 7

Woodland thinning and wildflower sowing, Tetbury - ST89879350

Felling of sycamore trees to allow light through the canopy to help the wildflowers to also be planted. Brash and timber will be used to create habitat piles around the woodland to provide sanctuary for mammals and insects. Please quote for 4 person days.

In addition to the felling there will be subsequent sowing of 1400 sq/m of woodland with native woodland species such as native bluebell, dog's mercury, wild garlic and other species. Potential to also integrate some scrub species into the planting plan to encourage a scrub layer, such as hawthorn and blackthorn.



Item 8

Wildflower meadow creation, Cirencester SP03130137, SP02880165

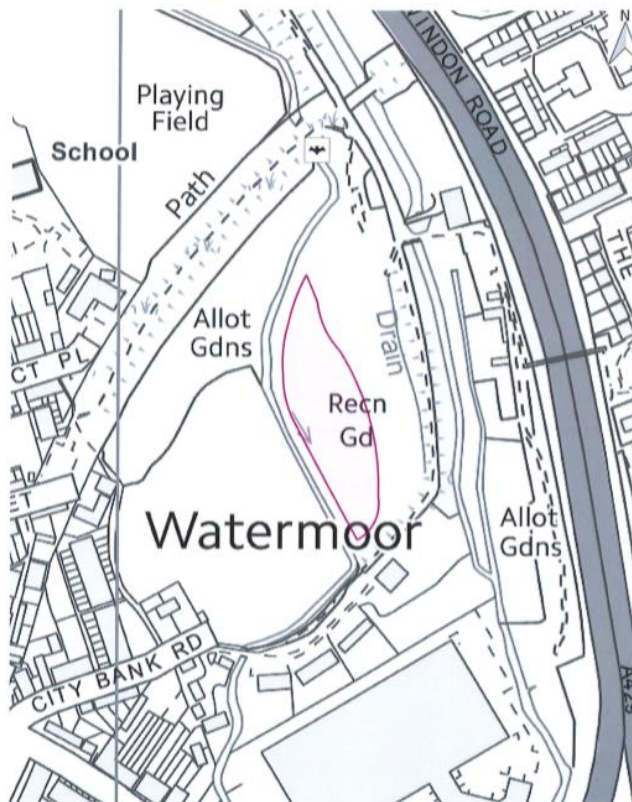
Two separate areas within Cirencester, City Bank and Victoria Road playing field. This will involve cutting, scarifying (whole section) and turf stripping (patches) prior to wildflower seeding. With subsequent management till September 2021 which will involve cutting and enhancement through follow up seeding/plug planting. The area to enhance for City Bank will be c.3500m² and for Victoria Road will be c.4000m².



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Feature area: 0.478 ha (1.18 acres)

Perimeter: 347m



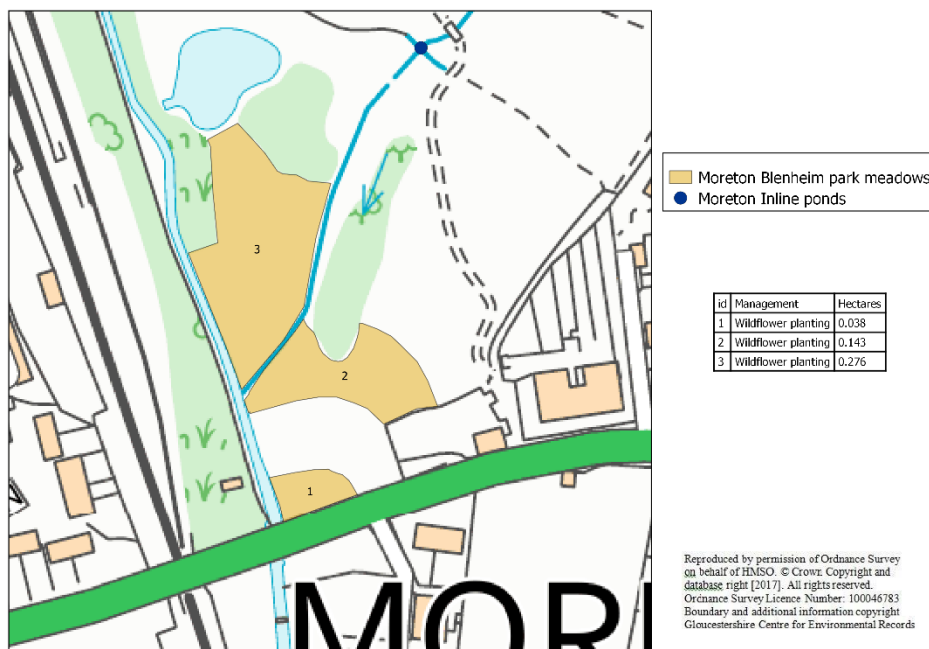
Item 9

Wildflower meadow creation, Moreton in Marsh - SP20773259

Turf inversion and subsequent seeding of two areas in Blenheim Park, Moreton in Marsh, 1560sq/m and 500sq/m. Wildflower mix will be chosen based on ground type and hydrology.

Item 9a – Path-side beds, Moreton in Marsh

Creation of path-side flower beds within Queen Victoria Gardens, along with wildflower planting. This should enhance the paths around the playground area. This should use pollinator friendly plants that bring colour to the gardens for people to enjoy and provide a nectar source for pollinators. Please quote against £1500 and submit a proposal as to how you would achieve this. The successful contractor will then discuss implementation of these with Gloucestershire Wildlife Trust and Moreton in Marsh town council.



Item 10

Meadow Enhancement- Cirencester - SP03750176, SP0320159, SP03740168, SP03710178, SP03680166, SP01790133, SP01820118

This will take place in Kingshill and Four Acre playing field. Work on Kingshill will consist of enhancing the current meadow through some supplementary seeding in the northern 2 areas and then the management of the entire site until September 2021. Seed mix should consist of Cotswold limestone grassland mix containing yellow rattle to assist with reducing the dominance of the grasses.

The work carried out on the Four Acres playing field will also consist of the seeding of Cotswold limestone seed mix.

Total area consists of 2.204 hectares consisting of Four acres playing field = 0.304 hectares, 1 hectare at Kingshill requires supplementary seeding and the continued management & 0.9 hectares at Kingshill (southern blocks) requires management without seeding.



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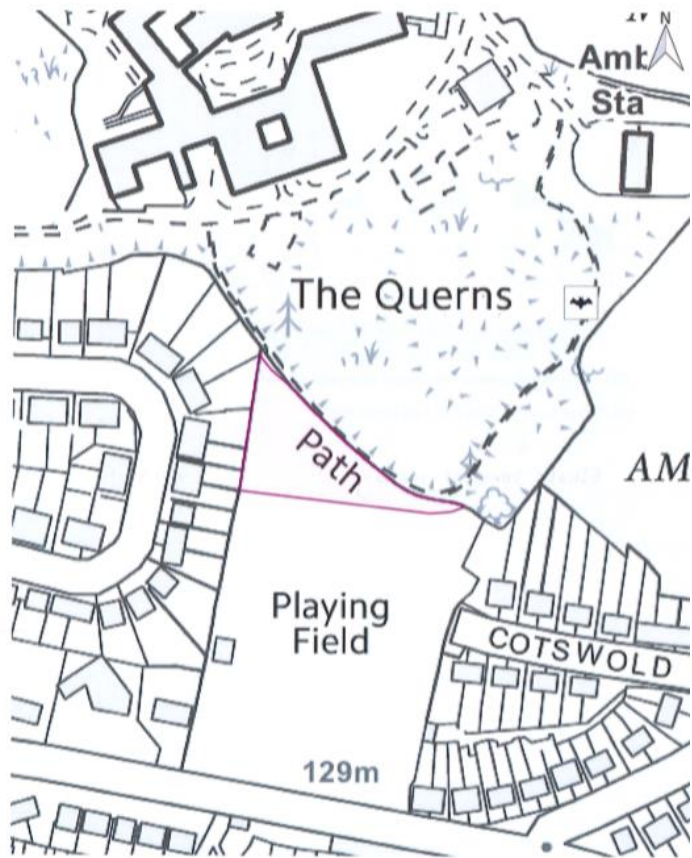
Cirencester Meadows

Kingshill

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Feature area: 0.263 ha (0.65 acres)

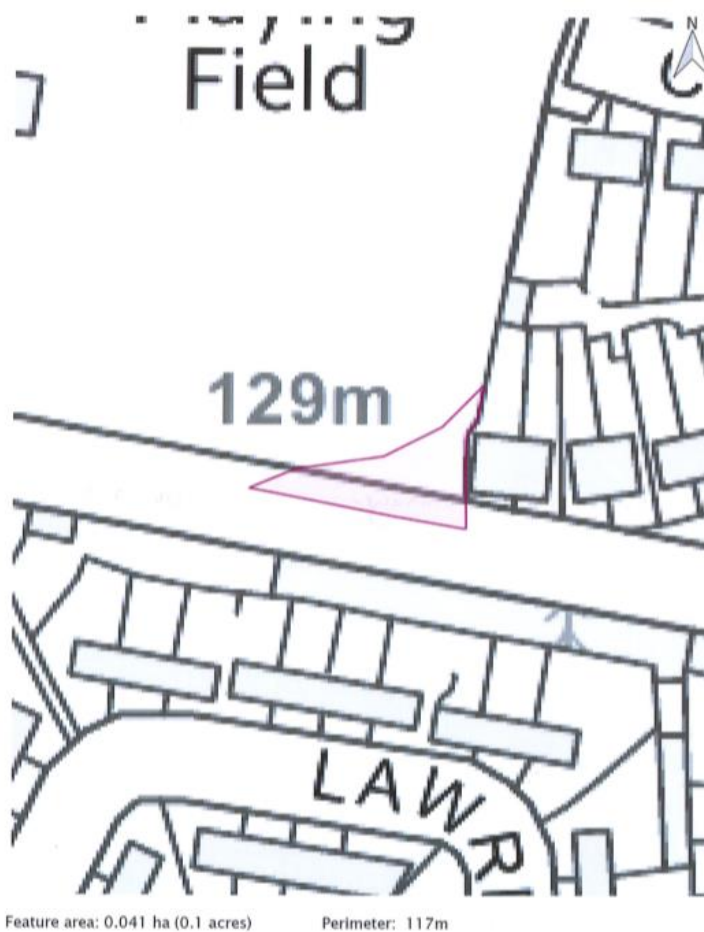
Perimeter: 282m



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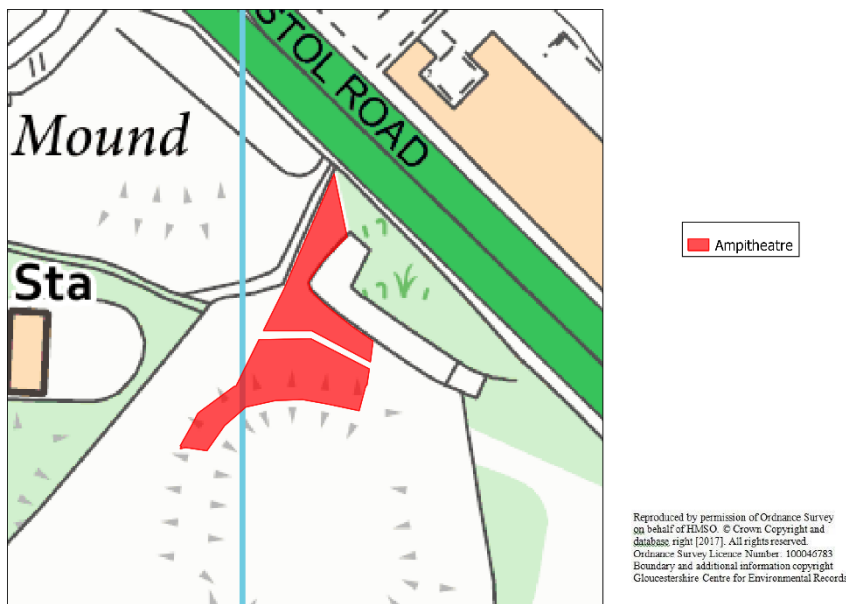
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Item 11

Meadow Enhancement- Ampitheatre- SP01960153

Cirencester Bristol Road Amphitheatre meadow enhancement involves cutting and preparation of the ground with subsequent seeding of areas. The area is a scheduled ancient monument so work will need to take this into consideration. The site consists of steep banks so cutting will need to be carried out with a brushcutter/trimmer then subsequently raking the arisings from the slope to allow the slope to then be seeded. The seed mix will need to take into consideration the location's soil conditions, Cotswold limestone seed mix. Total area consists of 0.328 hectares.



Item 12

Small Pearl Bordered Fritillary plug planting, Cinderford SO64951329, SO64831352

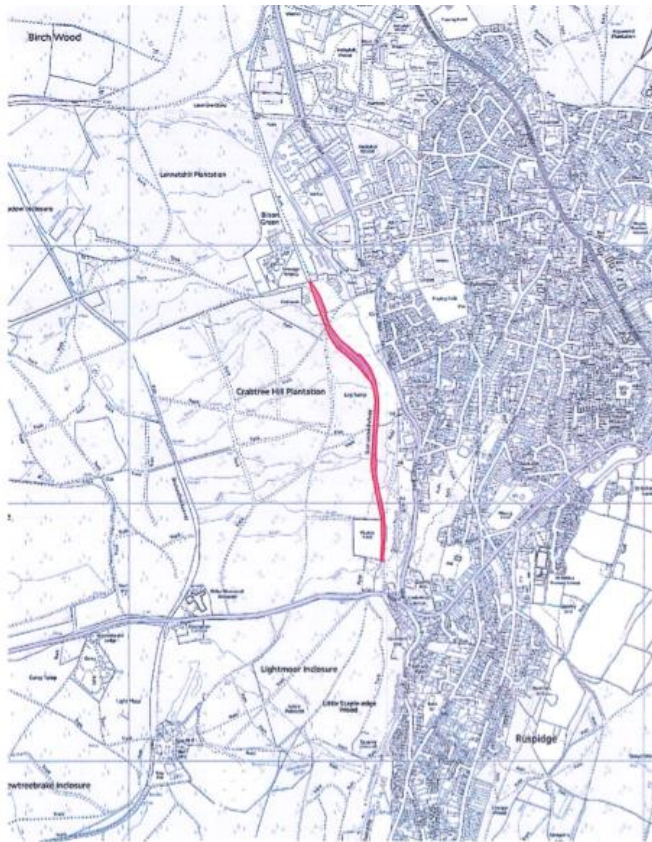
Planting of wildflowers for Small Pearl Bordered Fritillary, grizzled and dingy skipper butterflies, targeting foodplants including dog and marsh violet, other wildflowers and gorse plug plants in Cinderford's Linear park, targeting areas to expand the small pearl bordered fritillary habitat. Please quote for 50 gorse plants and 800 other plug plants with high a percentage of violets.



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Feature area: 2.131 ha (5.27 acres)

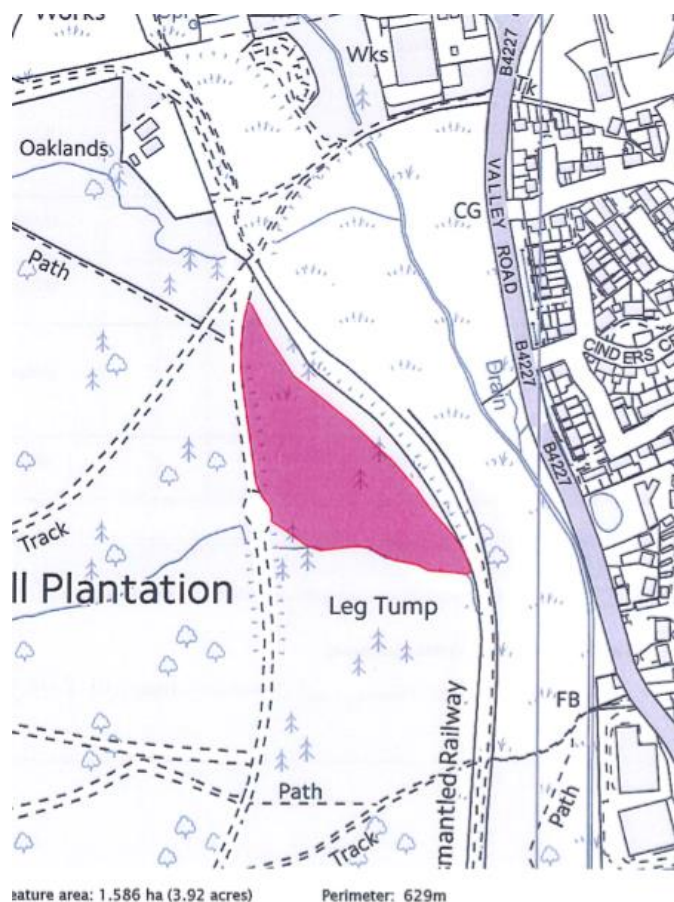
Perimeter: 2368m



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Item 13

Court view, Stonehouse meadow planting and management - SO80060518, SO80100516

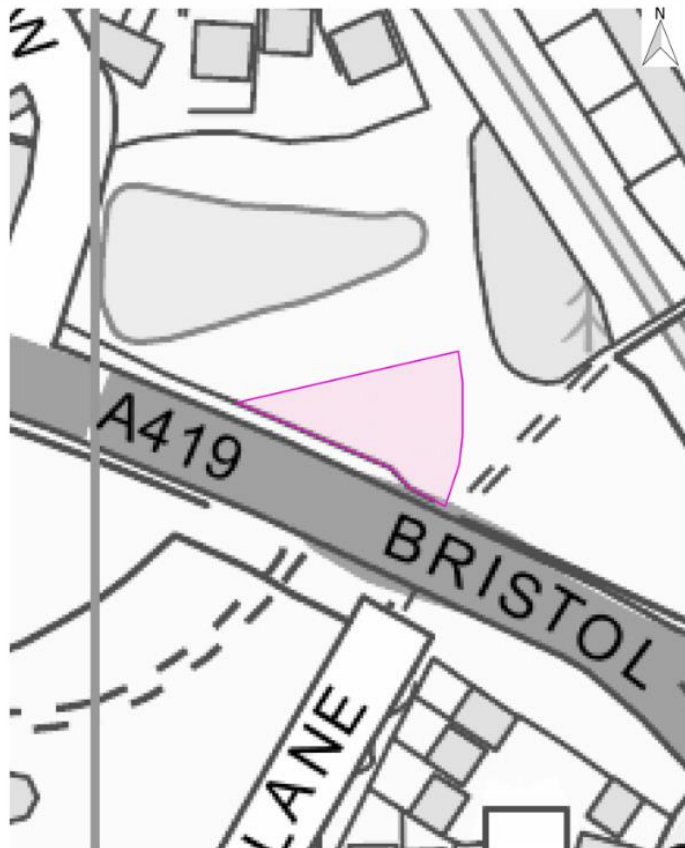
Management and enhancement of the meadow areas with the Court View greenspace in Stonehouse. This should consist of the planting and seeding of wildflowers using an appropriate seed mix in the area and the management of the meadow that is present there until September 2021.



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Feature area: 0.069 ha (0.17 acres)

Perimeter: 126m



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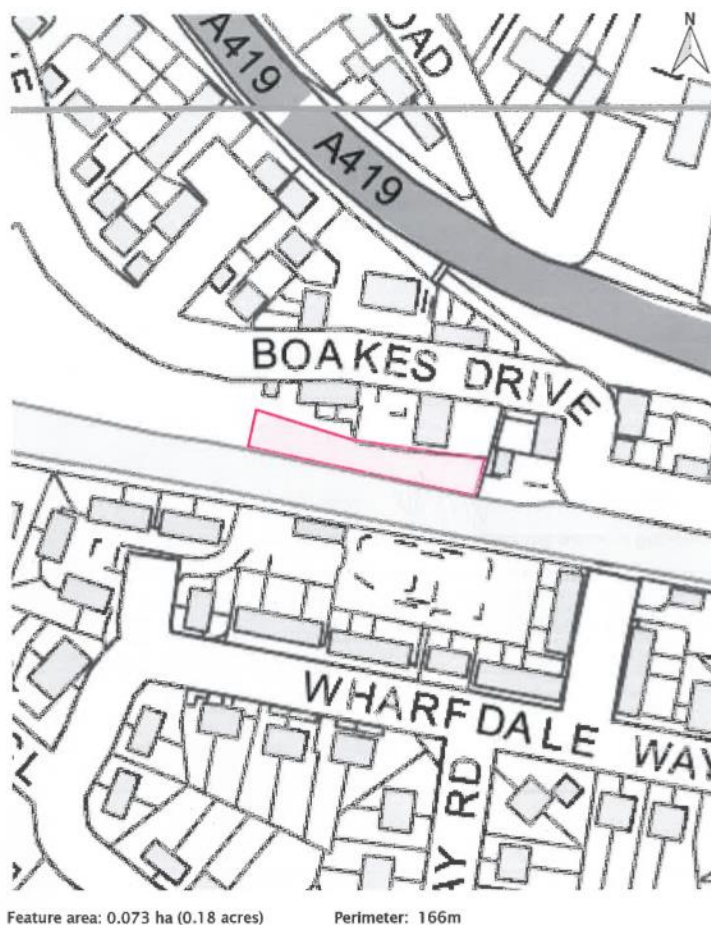
Feature area: 0.129 ha (0.32 acres)

Perimeter: 147m

Item 14

Wildflower sowing, Boakes Drive, Stonehouse - SO80270489

This involves the preparation of the ground ready for seeding and then the sowing of an appropriate wildflower seed mix throughout the area.



Item 15

Roundabouts and Verge, Cirencester – SP02860103, SP03650271, SP01670307

Planting of wildflower plug plants and bulbs on Burford Road and Watermoor Roundabouts. The verge alongside Gloucester Road will also need to be cut, wildflower seeded and managed until September 2021. The work on the ground will need to be carried out by Cirencester Town Council. The supplier is asked to liaise with the council to provide management advice and provide appropriate seed mix, plug plants and bulbs as agreed.



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Feature area: 0.067 ha (0.17 acres)

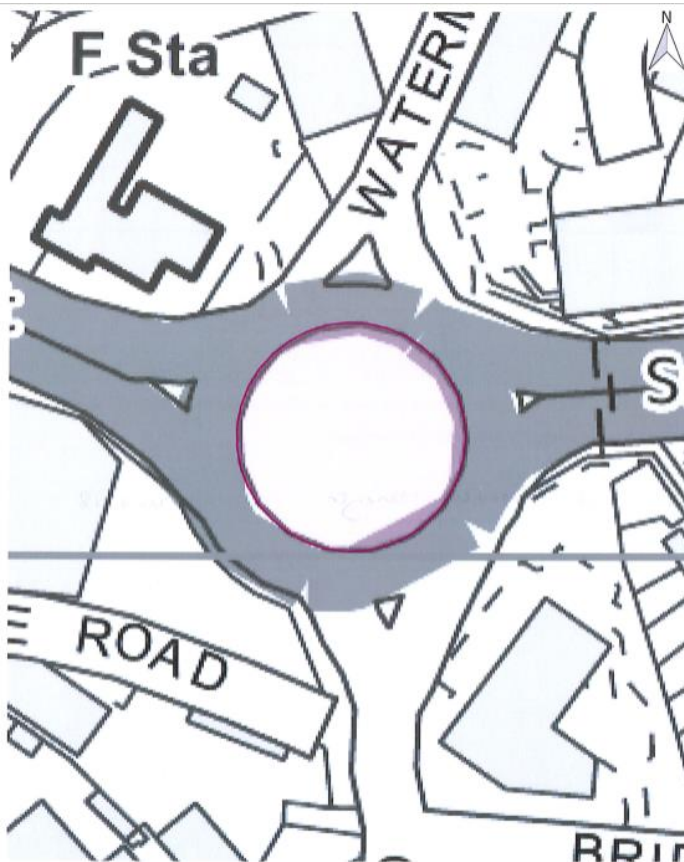
Perimeter: 92m



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Feature area: 0.254 ha (0.63 acres)

Perimeter: 179m



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Item 16

Barn Owl manor-Tetbury

Barn Owl manor (as advertised at the Barn Owl Centre); purchase and installation. Exact location of box to be discussed and decided with landowner successful contractor.

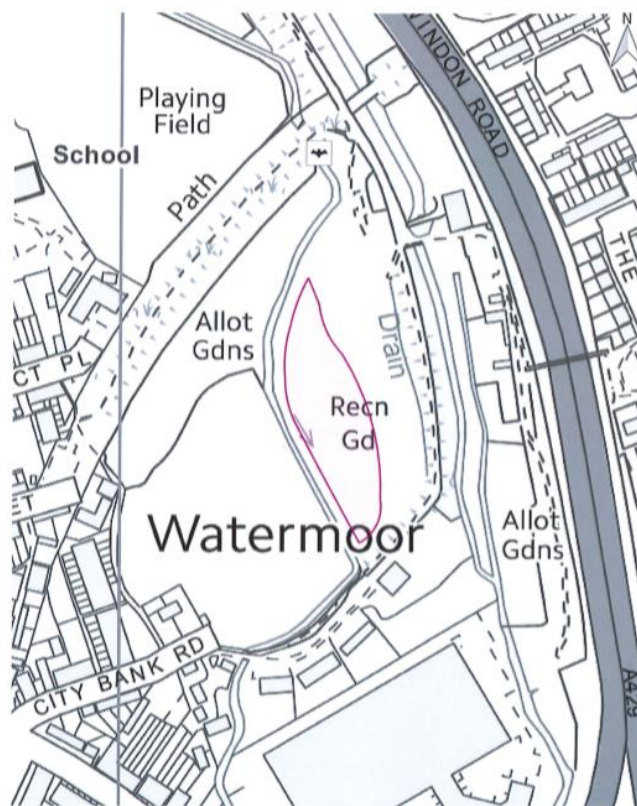
Item 17

Bat maternity roost boxes- 4 x 1FF Schwegler bat boxes (equivalents equally valid) and 3 colony/maternity boxes; purchase and installation in Tetbury, exact locations will be chosen with the successful contractor.

Item 18

Bat roosting tunnel conversion- Cirencester SP03130137

Combined with Item 32. Tunnel located within Cirencester's City Bank. Tunnel to be opened with assistance of Cirencester Town Council, surveyed and resealed. If considered appropriate following the survey, bat roosting features to be installed and resealed with the lockable bat gate.



Feature area: 0.478 ha (1.18 acres)

Perimeter: 347m

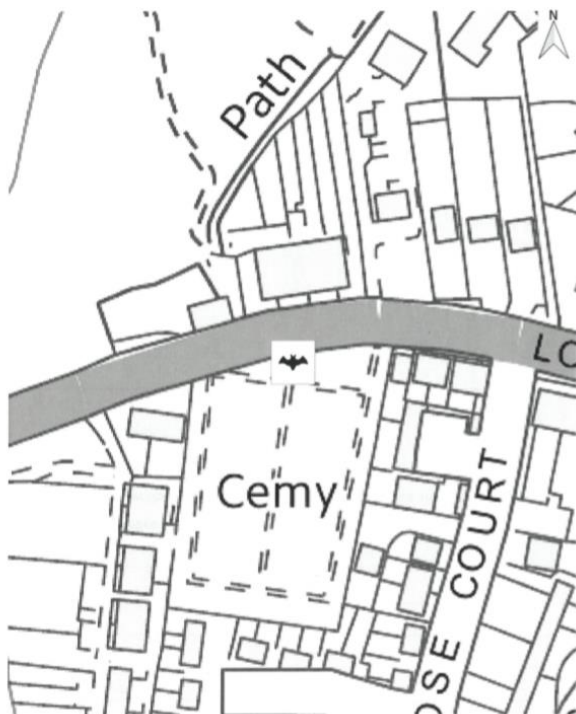
Item 19

Bat Box installation- Cirencester

Pole-mounted bat roosts not appropriate in ancient monument. 2 x Large wooden maternity bat boxes (Schwegler) plus 4 x Chambord wooden bat box or building-mounted WoodStone (on amphitheatre scout hut). Alternative designs/providers are equally valid. Exact locations of boxes to be discussed.

Item 20 Chapel of Rest- Moreton in Marsh- SP20893251

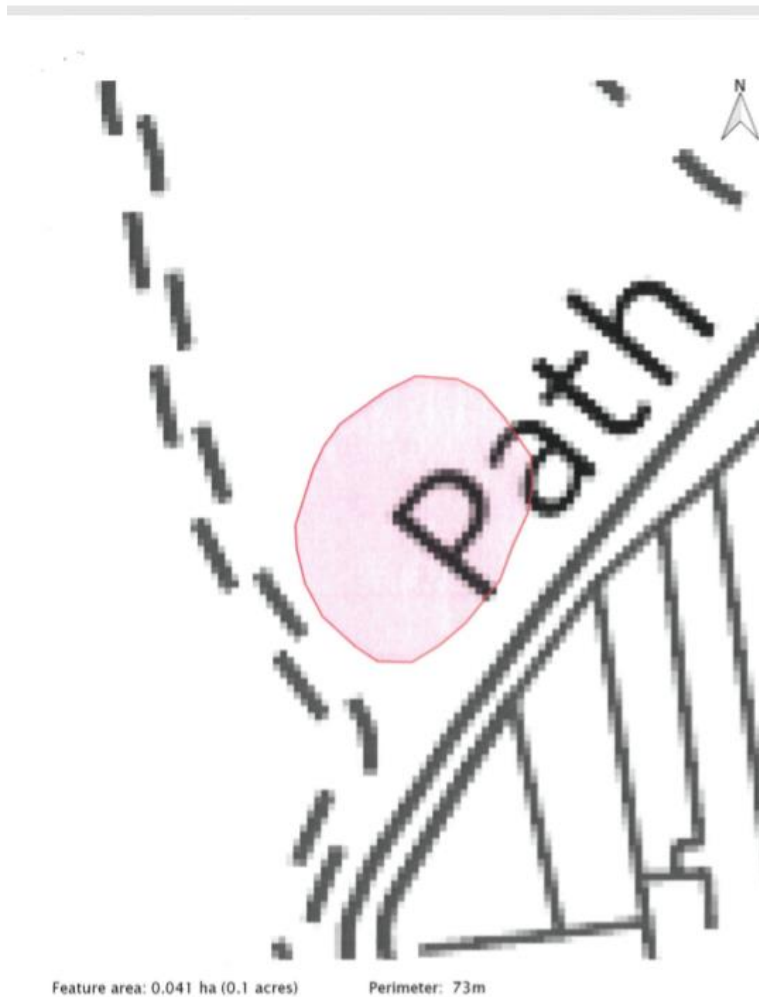
The design and construction of appropriate bat roosting features and bat access into the building



Item 21

Tree planting- Moreton in Marsh - SP20863260

Tree planting scheme in Blenheim park, planting of native species such as oak, field maple, cherry rowan, hornbeam, alder, wayfaring tree. 15 x 2m trees. Appropriate sturdy tree guards/frames required as part of quote.



Item 22

Town centre greening- Fairford

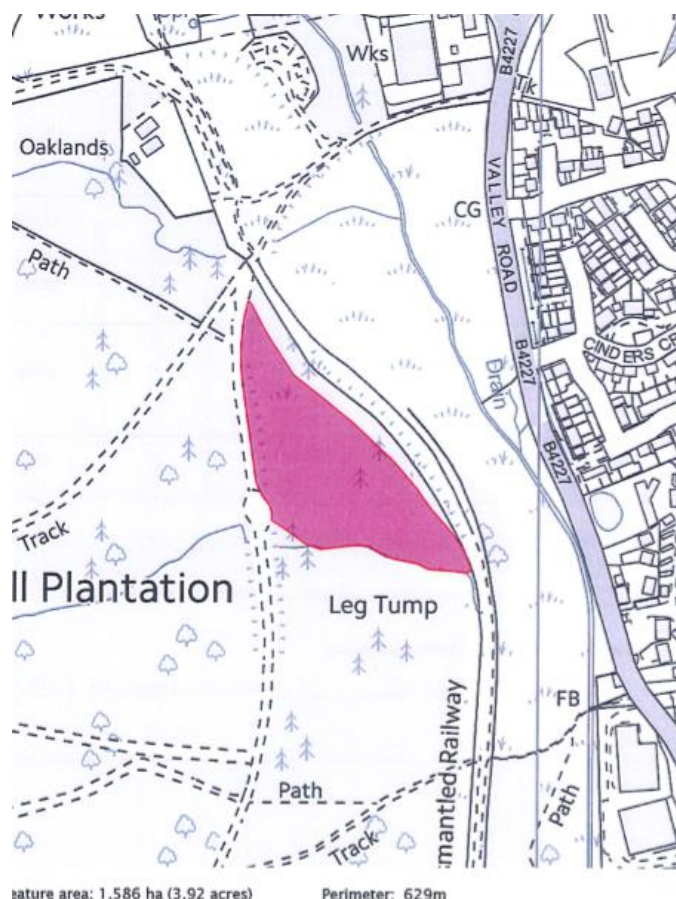
Suggested cost: Up to £8,800

High impact town centre planting scheme based around islands and wide pavements in the marketplace and high street. Trees and pollinator friendly shrubs and flowers constitute a wildlife habitat, as well as breaking up sight lines around parking areas, whilst not affecting vehicular or pedestrian accessibility.

Item 23

Native hedgerow planting- Cinderford - SO64831352

Planting of a 110m hedgerow using mixed native hedgerow plants such as hawthorn, blackthorn, guelder rose, cherry, alder buckthorn and other associated species. Tree guards will be required as part of this quote.



Item 24

Native hedgerow planting- Moreton in Marsh SP21403231

Native mixed hedge planting, 120m inside newly installed fence in Upper Cemetery, Moreton in Marsh.



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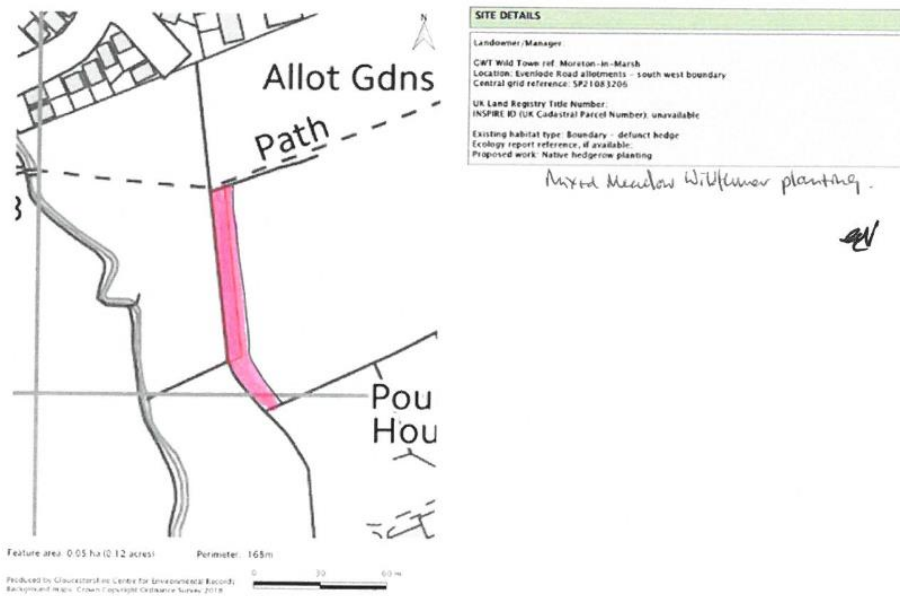


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Double native species hedge, 105m, each line planted with 7 plants per metre. With an appropriately selected wildflower mix to be sown along the allotment edge of the hedgerow. Croft Allotments, Moreton in Marsh. SP21083206

Map 8



Item 25

Scrub planting- Moreton in Marsh SP20363280

Native mixed scrub planting of 100 small trees and guards in Queen Victoria Garden (South), Moreton in Marsh. To provide a scrub habitat and a ultimately more natural interface between woodland and amenity grassland.



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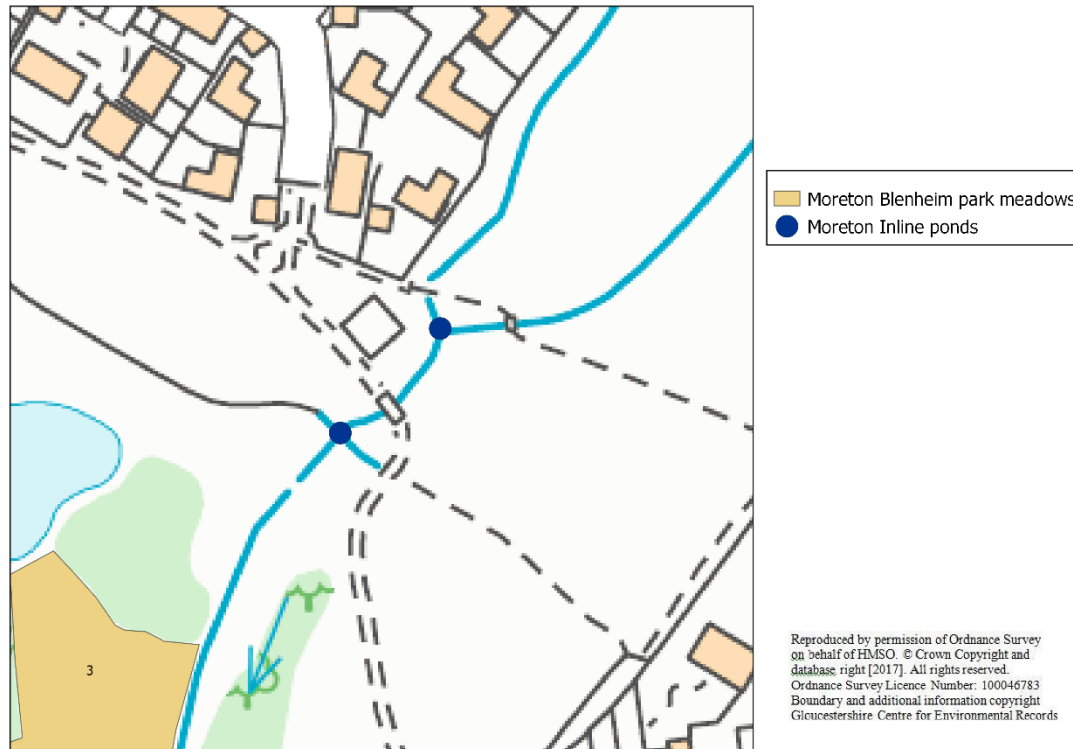
Appropriate native woodland flowers (seed and plugs plus labour) in Queen Victoria Garden (North), Moreton in Marsh. SP20343291. Guide cost £270



Item 26

Junction ponds- Moreton in Marsh SP20813260

Creation of two junction ponds (dependent on CDC consent, led by GWT) along the stream which dissects Blenheim Park. One pond shall be located on the three-way junction of the streams, the other shall be upstream of the junction and the bridge next to it. The ponds will be 4-5 metres in diameter (up to 37 cubic metres each). Spoil to be landscaped no more than 30m from excavation



Item 27

Path-side ponds- Nailsworth-Stroud

Nailsworth – Pond (4m x 3m x 1m deep) alongside stream at Nailsworth end of the multi-use path (grid ref: SO847001)

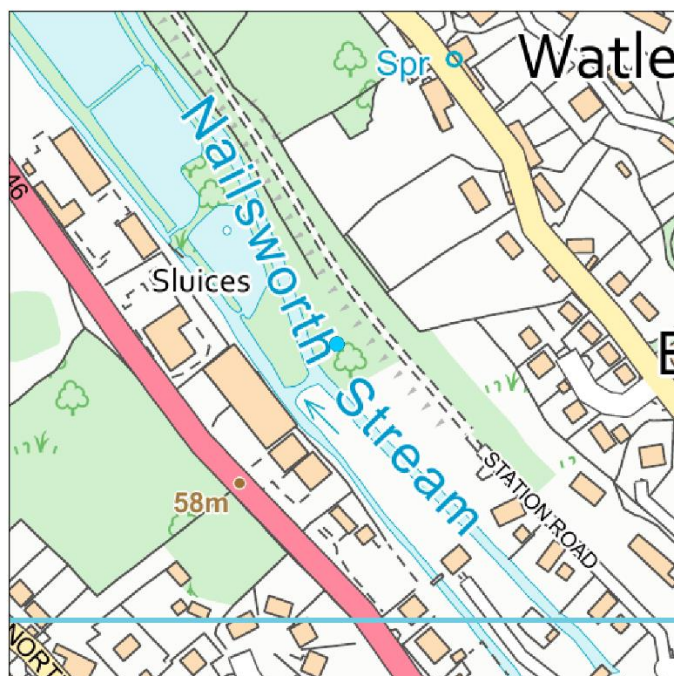
Smaller, potentially ephemeral pond at Dudbridge/Stroud end of path (grid ref: SO836042)



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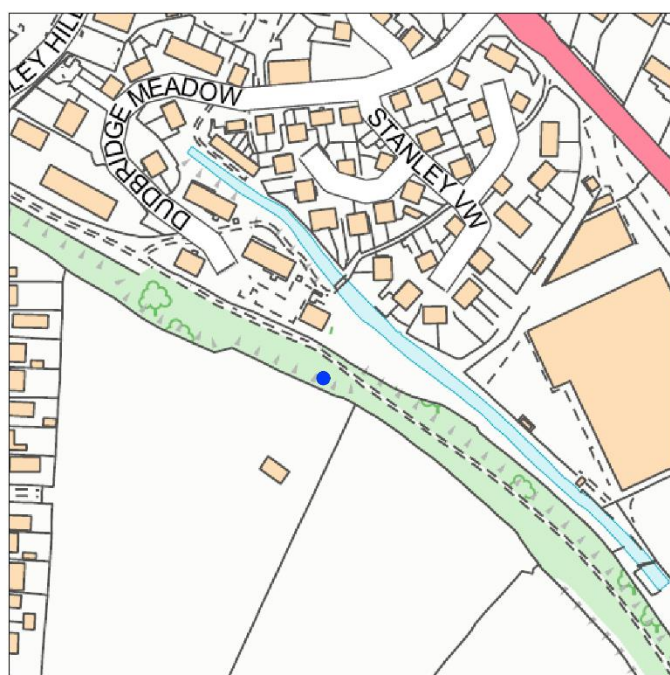


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● Nailsworth Ephemeral pond

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● Stroud-Dudbridge Ephemeral pond

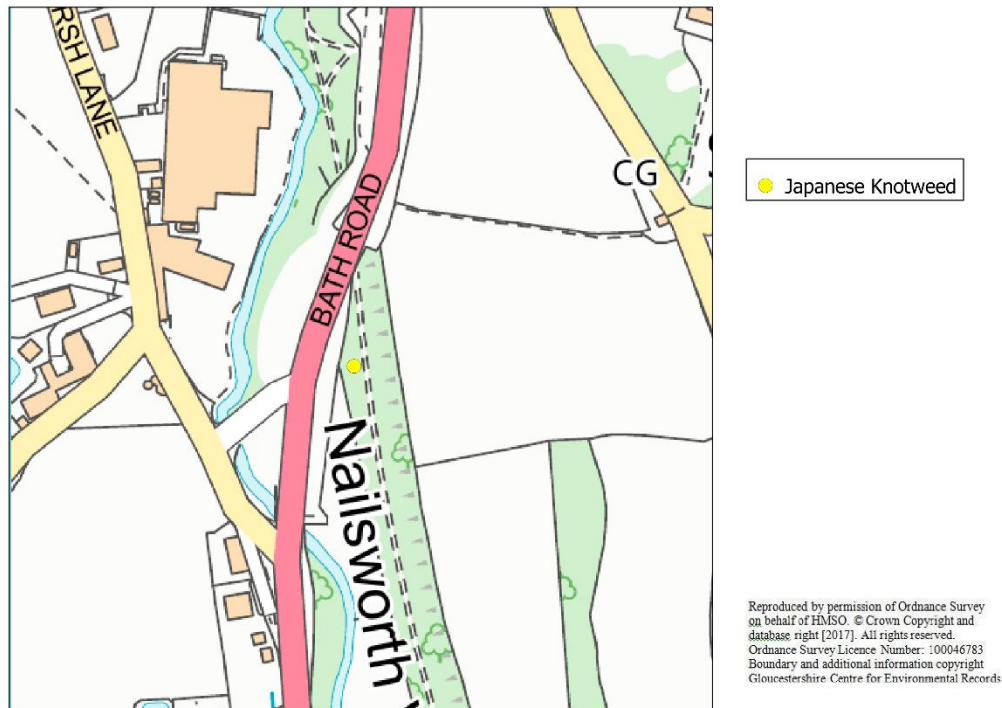
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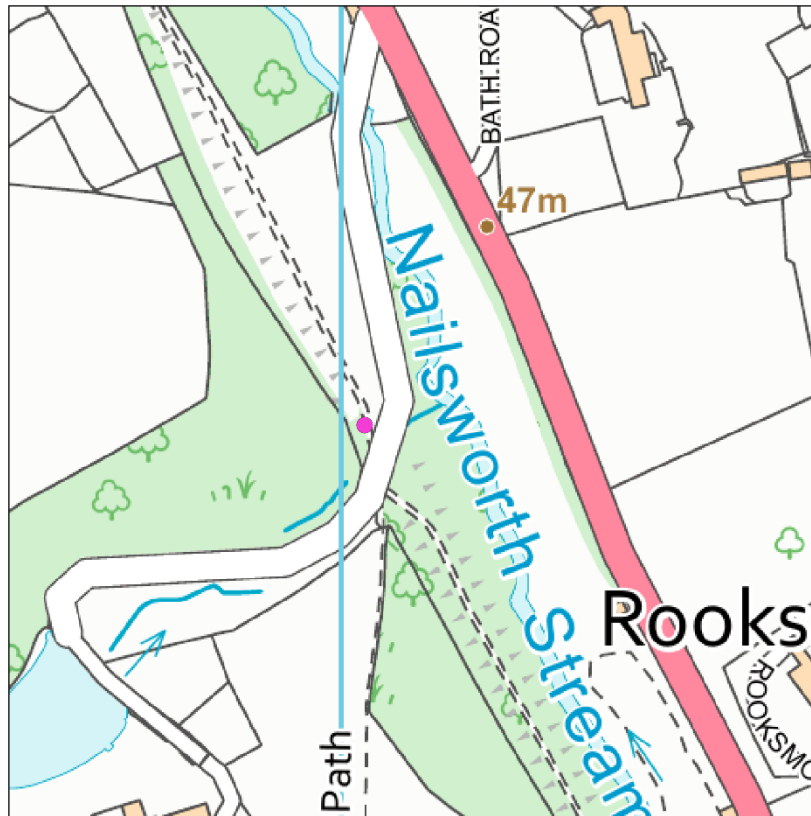
Item 28

Invasive species Nailsworth-Stroud

Eradication of:

Two clumps of Japanese knotweed lie in the woodland bordering the track near the southern end of Frogmarsh lane, South Woodchester (location shown on the map). Quote for the control and/or removal of Japanese knotweed, completed under the recommendations of the Environmental Protection Act 1990 and the Wildlife and Countryside Act 1981 (as amended).





● Variagated yellow archangel

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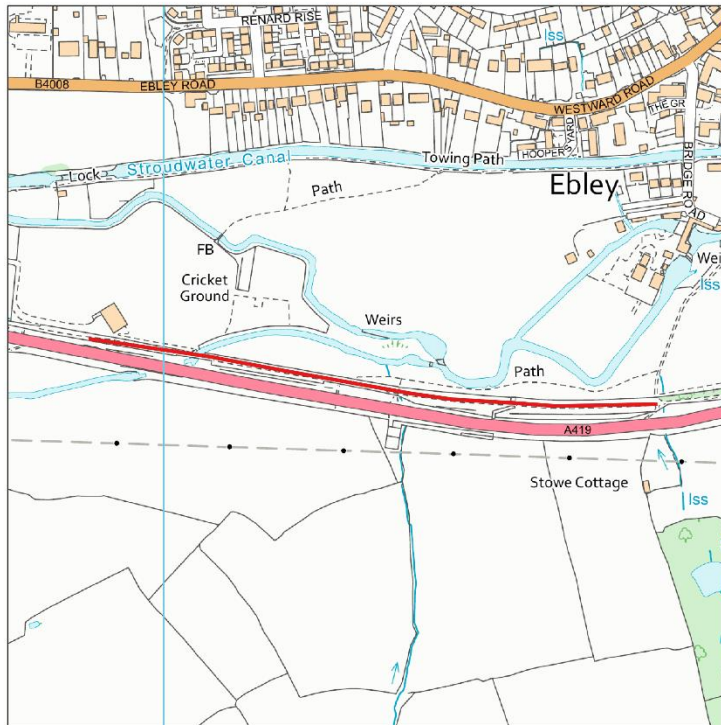
Item 29

Orchard restoration- Stonehouse

Linear orchard alongside the A419 in between Stroud and Stonehouse. Fruit trees require haloing to allow them better access to light to preserve these rare varieties.



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Item 30

Bat survey- Cirencester

Prior to tunnel conversion, a licensed surveyor is required to carry out a survey for bats in the City Bank tunnel, Cirencester.

Item 31

Protected species- Cinderford. Areas included in items 1, 2, 3 and 4 may have great crested newts and bats present within them. Please advise on how you would carry out these works and ensure compliance with legislation around protected species. Please provide a break-down of costs for such works.

Item 32

Great Crested Newt Fencing

Fix/replace small section of damaged great crested newt fencing at Court View newt ponds. Quote against repairing a 10 metre section.

Item 33

Bat Boxes- Fairford- SP154005

Quote for a pole-mounted box along riverside path, grid reference is a rough representation of location. Exact location will be chosen with successful contractor. Plus 2 x maternity boxes and 2 x Chambord wooden bat boxes (all equivalents equally valid)

Item 34

Barn Owl box- Fairford

One exterior barn owl box to be erected – location to be discussed with landowners and successful contractor.

Item 35

Bat boxes Stroud cycleway-

Quote for the purchase and installation for the following:

6 x bat boxes

4x maternity bat boxes

Placement will be referenced against recent Stroud Valleys Project survey which will be shared with successful contractor.



Appendix 2 – Timescales for Completion of Works

[illegible]