

Our ref: TMTii 35

Andy Haworth  
WSP UK Ltd  
3 White Rose Office Park  
Millshaw Park Lane  
Leeds  
LS11 0DL

Neil Hawkings  
Procurement Delivery Lead  
Temple Quay House  
2 The Square, Temple Quay  
Bristol  
BS1 6HA

Direct Line: [REDACTED]

23 January 2018

Dear Andy

### **TMTii 35 - ONVIF Camera Specification Development**

On behalf of Highways England Company Limited, I accept your submission dated 15 November 2017 for the above Call off Agreement.

This letter and the documents listed below (in no order of precedence) form a binding contract between the Highways England Company Limited and yourselves:

1	RM RM1089 CCS Framework Agreement
2	TMTii 35 Call Off Agreement
3	NEC 3 - Professional Services Contract
4	TMTii 35 – Collaborative Performance Framework v3 ( <i>Tender Amendment 2</i> )
5	TMTii 35 – Scope
6	Highways England Baseline Personnel Security Standard (BPSS) guidance
7	Highways England Data Handling Policy
8	9.1.9 UK Travel and Subsistence Allowances at a Glance
9	Chapter 9A Travel and Subsistence Policies
10	Chapter 9C Travel and Subsistence Guidance
11	TMTii 35 - Secondary Competition Q&A v4 (08 November 2017) (Final Version) which included the following Tender Amendments:  TA 1 – Tender Return Extension TA 2 – Missing CPF document uploaded to Bravo

12	<p>WSP's Submission comprising of:</p> <ul style="list-style-type: none"> <li>a) completed Anti-Collusion Certificate - Question Section on Bravo</li> <li>b) completed Fair Payment Charter - Question Section on Bravo</li> <li>c) completed Anti-Fraud Code of Conduct - Question Section on Bravo</li> <li>d) completed Quotation declarations - Question Section on Bravo</li> <li>e) TMTii 035 ONVIF Programme.pdf (Submitted via Bravo)</li> <li>f) TMTii 35 - Annex G Key People Schedule &amp; CVs.docx (Submitted via Bravo)</li> <li>g) TMTii 35 - Annex I Risk Register.docx (Submitted via Bravo)</li> <li>h) TMTii 35 - Draft Quality Plan.docx (Submitted via Bravo)</li> <li>i) TMTii 35 - Methodology Statement.docx (Submitted via Bravo)</li> <li>j) TMTii 35 - Call Off Agreement_WSP UK Ltd.docx (Submitted via Bravo)</li> <li>k) TMTii 35 - Staff Rates Card - WSP UK Ltd.xlsx (Submitted via Bravo)</li> <li>l) WSP UK Limited Financial statement.pdf (Submitted via Bravo)</li> </ul>
13	<p>Pre Award Checks - communications:</p> <ul style="list-style-type: none"> <li>• Highways England's Evidence of Insurance check dated 10/01/18 via bravo and WSP's response 12/01/18 via bravo</li> <li>• Highways England's staff check 10/01/18 via bravo and WSP's response 12/01/18 via bravo</li> </ul>

The initial contract value is £137,111.79. Any additional requirements will be executed in accordance with the Call Off Agreement

The operative period of the contract will be **18 Months**, therefore the contract will end 31 July 2019.

Invoices should be forwarded direct to:

Highways England  
 FS Payments  
 The Cube  
 199 Wharfside Street  
 Birmingham  
 B1 1RN

Quoting the contract reference number **TMTii 35**, the appropriate Project Identification Number, the appropriate BPA and cost centre numbers (*to be provided by the Employer*).

#### **ACTION NOW REQUIRED:**

- Please confirm receipt and understanding of this letter.

Upon receipt of this letter please contact the Project Sponsor, David Thomas ([REDACTED]), to discuss arrangements for commencement of the Contract.

You must treat this letter in confidence until Highways England makes a public announcement. If you are planning to issue a press release regarding this Contract

please seek approval from Highways England prior to publication. Press notice enquiries should be directed to the Highways England Press Office, 0844 693 1448, [PressOffice@highwaysengland.co.uk](mailto:PressOffice@highwaysengland.co.uk).

Lee Bryant will be in touch with you shortly regarding the completion of the TMTii 35 – Call Off Agreement

Yours sincerely

**Neil Hawkings**  
Procurement Delivery Lead