nec 4

Environment Agency

Framework:	**Client Support Framework**
Supplier:	**AECOM Limited**
Company Number:	▮▮▮▮▮▮
Geographical Area:	**National**
Project Name:	**Navigation Data Assistance**
Project Number:	**ENV0002430C**
Contract Type:	**Professional Service Contract**
Option:	**Option E**
Contract Number:	**project_30844**

Revision	Status	Originator	Reviewer	Date

PROFESSIONAL SERVICE CONTRACT - Under the Client Support Framework
CONTRACT DATA

Project Name   Navigation Data Assistance

Project Number   ENV0002430C

This contract is made on   07 November 2020
between the *Client* and the *Consultant*

- This contract is made pursuant to the Framework Agreement (the "Agreement") dated 02nd day of July 2019 between the *Client* and the *Consultant* in relation to the Client Support Framework.   The entire Agreement and the following schedules are incorporated into this contract by reference

- Schedules 1 through to 14 inclusive of the Framework schedules are relied upon within this contract.

- The following documents are incorporated into this contract by reference
  Navigation_Data_Assistance_Scope v1 dated 18 August 2020

Part One - Data provided by the *Client*
Statements given in
all Contracts

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

Main Ootion	Option E	Option for resolving and avoiding disputes	W2

Secondary Options

X2: Changes in the law

X9: Transfer of rights

X10: Information modelling

X11: Termination by the *Client*

X18: Limitation of liability

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

Y(UK)3: The Contracts (Rights of Third Parties) Act 1999

Z: *Additional conditions of contract*

The *service* is   Provide resource to assist the National Navigation team to collate and input Navigation asset information onto the AMX lite system in each of the three Operational Navigations (Anglian, Thames and Kent & South London).

The *Client* is   Environment Agency

Address for communications   ▆▆▆▆▆▆▆▆
                               ▆▆▆▆▆▆ .
                               ▆▆▆ ▆▆▆

Address for electronic communications   *N/A*

The *Service Manager* is   ▆▆▆ ▆▆▆

Address for communications   ▆▆▆▆▆▆▆▆▆
                               ▆▆▆▆▆▆
                               ▆▆▆▆▆
                               ▆▆▆▆
                               ▆▆▆ ▆▆▆

Address for electronic communications   ▆▆▆▆▆▆▆▆▆▆▆▆▆

The Scope is in
Navigation_Data_Assistance_Scope v1 dated 18 August 2020

The *language of the contract* is English

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

The *period for reply* is   2 weeks

The *period for retention* is
6 years   following Completion or earlier termination

The following matters will be included in the Early Warning Register

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

2 The *Consultant's* main responsibilities

The *key dates* and *conditions* to be met are

condition to be met	key date
'none set'	'none set'
'none set'	'none set'
'none set'	'none set'

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

3 Time

The *starting date* is

06 November 2020

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

access date

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

4 weeks

The *completion date* for the whole of the *service* is

31 March 2021

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

4 weeks

4 Quality management

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

4 weeks

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

26 weeks

5 Payment

The *currency of the contract* is the

£ sterling

The *assessment interval* is

Monthly

The *expenses* stated by the *Client* are as stated in Schedule 6.

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

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

All UK Offices

The *exchange rates* are those published in
on

6 Compensation events

These are additional compensation events

1. Managing and mitigating the impact of Covid 19 and working in accordance with Public Health England guidance, as may vary from time to time, between 1st July and 31st October 2020
2. 'not used'
3. 'not used'
4. 'not used'
5. 'not used'

8 Liabilities and insurance

These are additional *Client's* liabilities
1. 'not used'
2. 'not used'
3. 'not used'

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

EVENT	MINIMUM AMOUNT OF	PERIOD FOLLOWING COMPLETION OF THE WHOLE OF THE *SERVICE* OR TERMINATION
The *Consultant's* failure to use the skill and care normally used by professionals providing services similar to the *service*	£5 million in respect of each claim, without limit to the number of claims	12 years
Loss of or damage to property and liability for bodily injury to or death of a person (not an employee of the *Consultant*) *arising* from or in connection with the *Consultant* Providing the Service	Which ever is the greater of £5m or the amount required by law in respect of each claim, without limit to the number of claims	12 months
Death of or bodily injury to employees of the *Consultant* arising out of and in the course of their employment in connection with the contract	Which ever is the greater of £5m or the amount required by law in respect of each claim, without limit to the number of claims	For the period required by law
The *Consultant's* total liability to the *Client* for all matters arising under or in connection with the contract, other than the excluded matters is limited to	£5 million	

Resolving and avoiding disputes

The *tribunal* is

litigation in the courts

The *Adjudicator* is

'to be confirmed'

Address for communications

'to be confirmed'

Address for electronic communications

'to be confirmed'

The *Adjudicator nominating body* is

The Institution of Civil Engineers

Z Clauses

Z1 Disputes
Delete existing clause W2.1

Z2 Prevention
The text of clause 18 Prevention is deleted.
Delete the text of clause 60.1(12) and replace with:
The *service* is affected by any of the following events
• War, civil war, rebellion, revolution, insurrection, military or usurped power;
• Strikes, riots and civil commotion not confined to the employees of the *Consultant* and sub consultants,
• Ionising radiation or radioactive contamination from nuclear fuel or nuclear waste resulting from the combustion of nuclear fuel,
• Radioactive, toxic, explosive or other hazardous properties of an explosive nuclear device,
• Natural disaster,
• Fire and explosion,
• Impact by aircraft or other aerial device or thing dropped from them.

Z3 Disallowed Costs
In second bullet of 11.2 (18) add:
(including compensation events with the Subcontractor, i.e. payment for work that should not have been undertaken).
Add the following additional bullets after 'and the cost of ' :
• Mistakes or delays caused by the *Consultant*'s failure to follow standards in Scopes/quality plans.
• Reorganisation of the *Consultant*'s project team.
• Additional costs or delays incurred due to *Consultant*'s failure to comply with published and known guidance or document formats.
• Exceeding the Scope without prior instruction that leads to abortive cost
• Re-working of documents due to inadequate QA prior to submission, i.e. grammatical, factual arithmetical or design errors.
• Production or preparation of self-promotional material.
• Excessive charges for project management time on a commission for secondments or full time appointments (greater than 5% of commission value)
• Any hours exceeding 8 per day unless with prior written agreement of the *Service Manager*
• Any hours for travel beyond the location of the nearest consultant office to the project unless previously agreed with the *Service Manager*
• Attendance of additional individuals to meetings/ workshops etc who have not been previously invited by the *Service Manager*
• Costs associated with the attendance at additional meetings after programmed Completion, if delay is due to *Consultant* performance.
• Costs associated with rectifications that are due to *Consultant* error or omission.
• Costs associated with the identification of opportunities to improve our processes and procedures for project delivery through the *Consultant*'s involvement
• Was incurred due to a breach of safety requirements, or due additional work to comply with safety requirements
• Was incurred as a result of the *Client* issuing a Yellow or Red Card to prepare a Performance Improvement Plan
• Was incurred as a resulting of rectifying a non-compliance with the Framework Agreement and/or any call off contracts following an audit

Z5 Secondments
When appointing *Consultants* on a secondment basis only:

Add clause 19
19.1 The *Client* will from starting date to Completion Date indemnify the *Consultant* against any and all liabilities, proceedings, costs, losses, claims and demands whatsoever arising directly or indirectly out of the activities of the *Consultant* in providing the services save where such claims, in the reasonable opinion of the *Client*, arise from or are contributed to by:

19.1.1 Misrepresentation or negligence by or on behalf of the *Consultant*;
or
19.1.2 The *Consultant* has acted contrary to the *Service Manager's* reasonable instructions or wholly outside the scope of the *Consultant's* duties as defined by the *Service Manager*.

Z6 The Schedule of Cost Components
The Schedule of Cost Components are as detailed in the Framework Schedule 6.

Z7 Linked contracts
Issues requiring redesign or rework on this contract due to a fault or error of the *Consultant* under this contract or a previous contract will neither be an allowable cost under this contract or any subsequent contract, nor will it be a Compensation event under this contract or any subsequent contract under this project or programme.

Z8 Requirement for Invoice
 Insert the following sentence at the end of clause 51.1:
The Party to which payment is due submits an invoice to the other Party for the amount to be paid within one week of the *Service Manager's* certificate.
Delete existing clause 51.2 and insert the following:

51.2 Each certified payment is made by the later of
• one week after the paying Party receives an invoice from the other Party and
• three weeks after the assessment date, or, if a different period is stated in the Contract Data, within the period stated.
If a certified payment is late, or if a payment is late because the *Service Manager* has not issued a certificate which should be issued, interest is paid on the late payment. Interest is assessed from the date by which the late payment should have been made until the date when the late payment is made, and is included in the first assessment after the late payment is made

Z9 Conflict of Interest
The *Consultant* immediately notifies the *Client* of any circumstances giving rise to or potentially giving rise to conflicts of interest relating to the *Consultant* (including without limitation its reputation and standing) and/or the *Client* of which it is aware or which it anticipates may justify the *Client* taking action to protect its interests. Should the Parties be unable to remove the conflict of interest to the satisfaction of the *Client*, the *Client,* in its sole discretion, may terminate this Contract.

Z10 Change in Control
The *Consultant* shall notify the *Client* as soon as reasonably practicable, in writing, of any agreement, proposal or negotiations which will or may result in a *Consultant* Change in Control and shall give further notice to the *Client* when any Change in Control has occurred. The *Client* may terminate this contract with immediate effect by notice in writing and without compensation to the *Consultant* within six (6) months of being notified that a Change of Control has occurred, or, where no notification has been made, the date that *Client* becomes aware of the Change of Control, but shall not be permitted to terminate where the Client's prior written acceptance was granted prior to the Change in Control. A Change of Control is defined as per the Deed of Agreement, Z14.4.

Z11 Rate Increase Provision
Contracts with a duration of less than two years, which are extended over this duration by the *Service Manager* due to *Client* Scope increases, may apply a rate review as follows. The *Consultant* will charge the *Client* the contract staff rates for a minimum of two full years, and at the next annual rate review where a new staff rate list is accepted (as stated in Schedule 6), the new staff rate will apply to the contract as per Schedule 6. No Compensation Event is permitted for this different contract staff rate.

Z12 Waiver
No waiver shall be effective unless it is expressly stated to be a waiver and communicated to the other Party by the Service Manager in writing in accordance with the Contract, and with express reference to Clause Z12. The failure of either party to insist upon strict performance of the Contract, or any failure or delay in exercising any right or remedy shall not constitute a waiver or dimunition of the obligations established by the Contract.

Secondary Options

OPTION X2: Changes in the law

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

OPTION X10: Information modelling

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

OPTION X18: Limitation of liability

The *Consultant's* liability to the *Client* for indirect or consequential loss is limited to

£1,000,000.00

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

£1,000,000.00

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

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

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

Y(UK3): The Contracts (Rights of Third Parties Act) 1999

term   *beneficiary*

Part Two - Data provided by the *Consultant*

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

1 General

The *Consultant*   is

Name and company number   AECOM Limited

Address for communications   ██████████
                                                     ██ ███ ████
                                                     ███ ███
                                                     ████

Address for electronic communications   ████████████████

The *fee percentage* is

Option E		5.00%

The *key persons* are

Name (1)   ████████
Job   Assurance Consultant
Responsibilities   Assurance Support
Qualifications   See CV
Experience   See CV

The *key persons* are

Name (2)   █████████
Job   Project Manager
Responsibilities   Assurance Support
Qualifications   See CV
Experience   See CV

The *key persons* are

Name (3)
Job
Responsibilities
Qualifications
Experience

The *key persons* are

Name (4)
Job
Responsibilities
Qualifications
Experience

The *key persons* are

Name (5)
Job
Responsibilities
Qualifications
Experience

The *key persons* are

Name (6)
Job
Responsibilities
Qualifications
Experience

The *key persons* are

Name (7)
Job
Responsibilities
Qualifications
Experience

The following matters will be included in the Early Warning Register

Travel expenses are not included due to the current Covid 19 arrangement:
Managing and mitigating the impact of Covid 19 and working in accordance

3 Time

The programme identified in the Contract Data is

19/10/2020 - 31/03/2021

Resolving and avoiding disputes

The *Senior Representatives* of the *Consultant* are

Name (1) ████ █████
Address for communications

████████
████
██
████

Address for electronic communications

████████████████

Name (2) ███████
Address for communications

████
█████████
█████████
████
███

Address for electronic communications

█████████████

X10: Information Modelling

The *information execution plan* identified in the Contract Data is

Contract Execution

Client execution

Signed under hand by

for and on behalf of the Environment Agency

Signature ███████████

Role ████████████████

Consultant execution

Consultant execution

Signed under hand by

for and on behalf of   AECOM Limited

Signature ████████████

Role ██████████

Rev 1.4.9

1 General

The *Consultant* is

AECOM Limited

Name and address etc. of *Consultant*

████████
██████
████
█

██████████

Email address for communications

Enter email address

5.00%

The *fee percentage* is

Insert the relevant framework tendered *fee percentage*

The *key persons* are

Name the *key persons* to be working on the contract

████████	Job
Assurance Support	Responsibilities
See CV	Qualifications
See CV	Experience

████████	Job
Assurance Support	Responsibilities
See CV	Qualifications
See CV	Experience

insert name	Name (3)
insert job	Job
insert responsibilities	Responsibilities
insert qualifications	Qualifications
insert experience	Experience

insert name	Name (4)
insert job	Job
insert responsibilities	Responsibilities
insert qualifications	Qualifications
insert experience	Experience

insert name	Name (5)
insert job	Job
insert responsibilities	Responsibilities
insert qualifications	Qualifications
insert experience	Experience

insert name	Name (6)
insert job	Job
insert responsibilities	Responsibilities
insert qualifications	Qualifications
insert experience	Experience

insert name	Name (7)
insert job	Job
insert responsibilities	Responsibilities
insert qualifications	Qualifications
insert experience	Experience

The following matters will be included in the Early Warning Register;

Travel expenses are not included due to the current Covid 19 arrangements. When travel is required expenses claimable (See CSF Deed of Agreement Schedule 6 section 12) will be added by CE.
Managing and mitigating the impact of Covid 19 and working in accordance with Public Health England guidelines, as may vary from time to time, after 31st October 2020
insert details
insert details
insert details
insert details
insert details
insert details

These are items which could affect the total of the Prices or delay Completion, which are known about at the time of completing this Contract Data

3 Time

19/10/2020 - 31/03/2021

The programme identified in the Contract Data is;

This is optional and is inserted if a programme is being initially provided

5 Payment

███████

forecast of the total Defined Cost plus the Fee

Resolving and avoiding disputes

The *Senior Representatives* of the *Consultant* are

██████████	████

█████████	█████
███	
██	█████
██	████
███	████

████████

████████████

Email address for communications

Enter email address

███	████

█████████	█████
██	
████	████
███	█████
█	████

████████

████████████

Email address for communications

Enter email address

X10: Information modelling;

The *information execution plan* identified in the Contract Data is;

If an *information execution plan* is to be identified in the Contract Data

X10 is always used

		Guidance
Collect / Refresh Data	**Clear Data**	
Contract Name	Navigation Data Assistance	Automatically drawn from your contract
Project Name	insert details	Manually enter
SOP Project Code	ENV0002430C	Automatically drawn from your contract (format ENVXXXXXXXX)
Contract Option	Option E	Automatically drawn from your contract
Purchase Order Number	insert PO number when known	This can be entered after the contract is formed and uploaded. The CSO/BSO will do this
Contract number	insert contract number [provided by Bravo]	This number is obtained from Bravo, obtain from your DGC colleague
Geographic Area	National	Automatically drawn from the Framework coverage (National if CSF, M&M or M&C / Regional if CDF) (Contract selection tab)
Delivery Hub / CDT	East Midlands (EMD)	Automatically drawn from the dropdown in the contract
FastDraft User(s)	███████████████	Manually enter
Client Service Manager	██████	████████████████████████████
███████████████	████████	Those individuals from the Client organisation who will have view access on FastDraft, but do not manage the contract
Consultant Manager	████████	The Consultant Manager is the single person role included in the Contract who will manage the contract on FastDraft
Consultant Manager (email address)	████████████████	Insert email address
Consultant FastDraft Application for Payment access	████████	Those individuals from the Consultant organisation who will enter the Application for Payment onto FastDraft, but do not manage the contract
Consultant FastDraft View	████████	Those individuals from the Consultant organisation who will have view access on FastDraft, but do not manage the contract
ECC PM Manager	Not applicable	The ECC Project Manager is the single person role included in the Contract who will manage the contract on FastDraft
ECC PM FastDraft View	Not applicable	Those individuals from the ECCPM organisation who will have view access on FastDraft, but do not manage the contract
Supervisor	Not applicable	The ECC Suppervisor is the single person role included in the Contract who will undertake that role for the contract on FastDraft
Contractor Contracts Manager	Not applicable	The ECC Suppervisor is the single person role included in the Contract who will undertake that role for the contract on FastDraft
Contractor Contracts Manager (email address)	Not applicable	Insert email address
Contractor FastDraft Application for Payment access	Not applicable	Those individuals from the Contractor's organisation who will enter the Application for Payment onto FastDraft, but do not manage the contract
Contractor FastDraft View	Not applicable	Those individuals from the Contractor's organisation who will have view access on FastDraft, but do not manage the contract
Framework	Client Support Framework	Automatically drawn from the selected Framework in the contract
Lot Number		Click adjacent cell and Use Dropdown: Lot a / Lot 2
EA Project Manager	Not applicable	Automatically drawn from the named EA Project Manager (Data Part 1 (input))
Supplier	AECOM Limited	Automatically drawn from the selected Supplier in the contract
Supplier Project Manager	Not applicable	This would normally be the same as the Contractor Manager above
Supplier Project Manager (email address)	Not applicable	Insert email address
Contract Value	██████	ESSENTIAL FIELD: Option A or C the Total of the Prices. Option E the Forecast Total of the Defined Cost plus Fee
Stage of delivery		Click adjacent cell and Use Dropdown: (Pre SOC; SOC-OBC; OBC-FBC; Construction, Other)
Partner contract	Not applicable	Used only on CDF, this is the Contract number for the contracts linked that Project incentivisation
Commencement date	06 November 2020	ESSENTIAL FIELD: Automatically drawn - must be the date included in the signed contract
Completion date	31 March 2021	ESSENTIAL FIELD: Automatically drawn - must be the date included in the signed contract
Are sectional completion dates used?	No	Automatically drawn from the contract if option X5 has been used
Are additional compensation events used?	Yes	Automatically drawn from the contract if Section 6 of Contract Data Part 1 (input) has been used

The Contract must be submitted to your Porfolio Assurance and Support
Commercial Services Manager before submission for upload by CSO/BSO.

Incomplete contracts will be returned for proper completion before upload.

NEC4 Contract Tool

This tool is used to create standard Contract Documents using pre-determined parameters

When started you will see the following tabs

Start-up

1. Supplier Guidance
2. Data Part 2 (input)
3. Cover Sheet
4. Data Part 1
5. CD for X
6. Data Part 2
7. Contract Execution

PART 1

1. Data Part 2 (input)

There are multiple sections to complete

You can only fill in sections in yellow;

If you want to change any section in the yellow boxes, just overtype the entries

If you press the 'Clear Data Part 2' button you will be prompted to confirm this action

Once you have completed all your sections save the document and return this to the Client

Environment Agency
NEC4 professional services contract (PSC)
Scope

Project / contract Information

Project name	National Navigation Capital Maintenance Assurance Support
Project SOP reference	ENV0002430C
Contract reference	project_30844
Date	18/08/2020
Version number	1
Author	███████

Revision history

Revision date	Summary of changes	Version number
24/03/20	First issue	V1

This Scope should be read in conjunction with the version of the Minimum Technical Requirements current at the Contract Date. In the event of conflict, this Scope shall prevail. The *services* are to be compliant with the version of the Minimum Technical Requirements.

Document	Document Title	Version No	Issue date
412_13_SD01	Minimum Technical Requirements	8	08/01/2018

Details of the *services*

Details of the *services* are as follows.

1. Description of the work:

Objective

The objective is to assist the National Navigation team to collate and input Navigation asset information onto the AMX lite system in each of the three Operational Navigations (Anglian, Thames and Kent & South London).

Outcome Specification

There are approximately 2500 navigation assets with an average of 6 elements per asset to enter onto the new asset database - AMX lite system. These assets are spread across our three Operational Navigations.

The data is being collected in the field and will need to be check and validated and then entered onto the system. We require 2 staff to assist with this work. One of the assistants will face the Anglian Region and will work closely with the Navigation staff in this patch. The other will sit within the National Navigation team and will primarily focus on the Thames and Kent and South London Areas.

2. Related development

The assets are currently being inspected by one of our framework suppliers who are collecting the asset data for entry onto the AMX Lite system.

3. Required Outcomes

1. Input data onto the AMX system at the Asset and element level by the end of March 2021.

This commission is for *Consultant* support, in the form of experienced data entry staff who are preferably familiar with asset inventories.

4. *Services* required

a) Input data onto the AMX lite system at the asset and element level
b) Liaise with Area and National Environment Agency staff to ensure accuracy of data
c) Liaise with consultant staff who are carrying out the asset inspections
d) Assist with other work as instructed by the Assets Team leader for Anglian or the National Navigation Asset Management Team

5. Constraints on how the *Consultant* provides the *services*

None

6. Specifications or standards to be used

Health, safety and welfare is of paramount importance to the *Client* and one of the objectives for the contract is that the works should be undertaken in a manner that achieves highest possible standards. Health, safety and welfare provisions must be seen as integral parts of carrying out the works and not as stand-alone considerations. The *Consultant* will take reasonable steps, when considering documents supplied to them by all parties, that the management arrangements adopted for safety are suitable.

7. Services and other things provided by the *Client*

7.1 Contract to be administered

Other information referred to in the contract will also be available on Project Collaboration Tool.

7.2 Training to be provided by the Client

The *Client* will provide access to and training on their web based Project Collaboration Tool.

7.3 Data and information management and intellectual property rights

All of the data listed as being supplied to the supplier as part of this study remains the Intellectual Property of the *Client*.

7.4 Data custodianship

The data custodian for project deliverables from this commission will be stored within the *Client's* A-Site system and with the area PSO team.

7.5 Licensing information

Licences for LiDAR Data, Ordnance Survey mapping, model, survey, hydrometric and historical data will be provided to the *Consultant* upon award of this commission.

7.6 Metadata

The *Client* populates a metadata database called the Information Asset Register (IAR). It is a requirement that all information produced by modelling work is appropriately tagged with metadata. The *Client's* project manager will supply an IAR spreadsheet (and any supplementary local metadata requirements if appropriate) where all relevant metadata can be recorded and handed over on project completion.

7.7 Data security

30/03/2020

All model and survey information will be provided to the supplier in an encrypted format (using WinZip 128 bit encryption) according to *Client* data security policy. It is expected that once the commission is completed, all the original data sent to the supplier, which is classed as commercially sensitive, is returned in an encrypted format using WinZip 128 bit encryption.

Project deliverables such as model files, survey data or anything of a personal nature such as questionnaires or address data must also be returned in an encrypted format using WinZip 128 bit encryption.

Further details regarding security measures will be discussed at the start-up meeting for this commission

7.8 Timesheets

Timesheets as normally utilised by the *Consultant* shall be submitted with fee notes unless otherwise agreed with the *Service Manager*. Electronic submissions would be acceptable.

7.9 Payment procedure

Payment is subject to the procedure agreed in or under the framework.

7.10 Quality

The quality management system complies with the requirements of ISO9001 and ISO14001.

Please detail any other requirements of the Quality Plan.

Appendix 1 BIM Protocol – Production and Delivery Table

<mark>All *Client* issued information referenced within the Information Delivery Plan requires verifying by the *Consultant* unless it is referenced elsewhere within the *Scope.*</mark>

www.Pow.bim4.info

<mark>You need google chrome for this link to work. Once the table is completed it should be printed for issue in the tender document, so that the correct baseline position can be seen by tenderers and price</mark>