

**National Asset Delivery
Technical Surveys and Testing**

**Works Information for
A5 Bittesby Ditch
(Drainage Survey)**

CONTENTS AMENDMENT SHEET

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LIST OF ANNEXES

Appendix 1 Supplementary Constraints

1 DESCRIPTION OF THE WORKS

1.1 Project objectives

1.1.1. The principle objective of this project is to undertake a drainage survey in accordance with the following documents, as supplemented or amended by this Schedule of Requirements:

- CS 551 Drainage Surveys;
- CD 535 Drainage asset data and risk management;
- Asset Data Management Manual (ADMM).

1.1.2 The specification that applies to the *works* is included in Section 6.

1.2 Scope of works

It is the Tenderer's responsibility to read this document, and the Specification of Requirements, and provide all necessary resources (including plant/machinery/equipment) required to carry out the survey works. Any additional resources (including plant/machinery/equipment) which have not been included within the quote, but are necessary for the survey works to be completed, will be provided at the cost of the Tenderer.

1.2.1 The *works* to be provided under this contract are:

- (1) The principal objective of the works is to undertake a full asset inventory and condition survey of the drainage network along the Southbound verge, of the A5 carriageway, adjacent to Bittesby Stables. The survey will involve a level survey of the ditch and upstream drainage assets (approx. 550m).
- (2) Start of survey to be approximately 550m to the North of the entrance to Bittesby Stables. Survey to include all Southbound carriageway gullies along the extents.
- (3) Survey is to include both Topographical and GPR surveys and trial pits to locate existing utilities, typically 0.5m wide. Utilities to be CAT Scanned before trial pits are excavated. (see drawing '2. Extents – HE604077-KIER-VGN-A5_BITTESBY-DR-Z-0100_01 TO 02.PDF') Works along the A5 will be carried out under the protection of a Southbound lane closure.

1.3 Deliverables

1.3.1. The *Contractor* is required to produce the following deliverables:

- (1) Please refer to the Schedule of Requirements

2 EXISTING INFORMATION

- 2.1.1 Existing information and any related as-built drawing will be supplied with this document.
- 2.1.2 The Drawings listed below apply to this contract. Refer to the site information for details of existing site conditions including ground conditions, limitation on access, position of existing structures etc.

Drawing Number	Title	Revision / Date
2. Extents – HE604077-KIER-VGN-A5_BITTESBY-DR-Z-0100_01 TO 02.PDF'	A5 Bittesby Stables – Survey Extents	P01

3 CONSTRAINTS ON HOW THE CONTRACTOR PROVIDES THE WORKS

3.1 General

- 3.1.1 The *Contractor* Provides the Works in such manner as to minimise the risk of damage or disturbance to or destruction of third party property.
- 3.1.2 The *Contractor* complies with the constraints and meets with the requirements outlined in Appendix 1.
- 3.1.3 The *Contractor* submits information detailing how the *Contractor* will provide the Works to the *Employer* prior to the *works* commencing. This information will include any lifting plans, risk assessments, method statements, the *Contractor's* staff training information and any other relevant Health and Safety requirements.

3.2 Working hours & site specific constraints

- 3.2.1 The Contractor's working hours for site works shall be night time, between 20.00 – 06.00 (times specified are first cone on, last cone off and may vary due to traffic counts, weather constraints, etc.). The survey will be carried out under the protection of a Southbound lane closure.
- 3.2.2 Estimated start date on site 09/03/2020, estimated completion date on site (no later than) 31/03/2020.
- 3.2.3 Traffic Management will be arranged by the *Employer* and provided by an appointed CWF Contractor – dates to be confirmed.

3.3 Health, Safety and Environment & Risk Management

Health and Safety requirements

- 3.3.1 In Providing the Works the *Contractor* meets the requirements of Annex 2 of the supplementary constraints relation to health and safety duties.
- 3.3.2 The *Contractor* shall comply with the requirements of Highways England's safety passport scheme and ensure that all of his employees, and any of his subcontractor's, are registered in accordance with the implementation of the scheme. Details on the scheme can be found here:
<http://www.highwayssafetyhub.com/safety-passport.html>
- 3.3.3 The Principal Contractor shall be the Traffic Management provider when Traffic Management is used.
- 3.3.4 Before commencing the construction phase of the *works*, the *Contractor* confirms to the *Employer* that adequate welfare facilities are in place. Where the facilities detailed in section 5 are not deemed adequate, the *Contractor*

provides all necessary facilities to Provide the Works and to comply with the minimum requirements set out in HSE guidance document L153.

Environmental requirements

- 3.3.5. In Providing the Works the *Contractor* meets the requirements of Annex 2 of the supplementary constraints in relation to environmental duties.

Risk Management

- 3.3.6. The *Contractor* identifies, manages and mitigates risks in accordance with the principles of ISO31000.
- 3.3.7. The *Contractor* submits a risk register, which captures all risks associated with the delivery of the *works* including those identified by the *Employer*, with his tender and maintains it for the contract period.

4 REQUIREMENTS FOR THE PROGRAMME

- 4.1.1. The *Contractor* submits programme to the *Employer* with his tender, this is a provisional programme and will be confirmed prior to works starting.
- 4.1.2. The *Contractor* Provides the Works considering the following programme constraints:
- (i) the *starting date* and *completion date* and any post site works, reporting and review period
 - (ii) The services and other things provided by *Employer* (see Section 5)
- 4.1.3. The programme and be in the form of an activity and time related bar chart produced as a result of a critical path analysis.
- 4.1.4. The programme must be provided in a PDF or MS Project or MS Excel format and cover the full contract period including post site activities. All activities should be clearly defined and named, and the following shall be shown on the programme:
- (i) the *starting date*, *completion date* & *Contractor's* planned completion
 - (ii) for each activity, the proposed resources (plant & labour) expected to deliver each activity should be shown on the programme
 - (iii) review periods for any reporting requirements
 - (iv) key dates for the *Employer* to provide 'services and other things'
 - (v) key dates for co-ordination with Others
- 4.1.5. The *Contractor* updates the programme at the request of the *Employer*. The *Contractor* submits an updated programme to the *Employer* upon request.

5 SERVICES AND OTHER THINGS PROVIDED BY THE *EMPLOYER*

5.3.5 The following temporary traffic management will be provided by the *Employer* to allow the *Contractor* to Provide the Works:

- (1) The survey will be carried out under lane closures supplied by the *Employer*.
- (2) Welfare facilities shall be supplied by the *Contractor*.

6 SPECIFICATION FOR THE WORKS

6.1.1. Please refer to document 'Schedule of Requirements' for full specification of the drainage works.

6.1.2. For Topo and GPR surveys see 'Specification for Geodetic Surveying Services'

6.1.3. Recyclers are to be used without deviation unless otherwise instructed.

6.1.4. Drainage to be surveyed

- All drainage assets within the site extents are to be surveyed and must extend to outfall, unless otherwise stated.

Note: The tenderers should all have access to HADDMS and be competent to interrogate the system and establish any historic or legacy information to aid their pricing. Appended are the relevant drawings for the highway within the scheme extents. They may not represent the current asset and are invalidated.

6.1.5. Survey requirements

- Wincan V7.6 and Wincan VX, both of which are compatible with the DDMS must be utilised to carry out the survey (Wincan V8 is not compatible with the DDMS). If the contractor is using Wincan V8, evidence **must** be provided that the contractor can, and has, successfully converted the data to DDMS compliance.
- Survey Engineers must have 'OS19X pipe sewer condition classification' or 'OS30X pipe sewer condition conversion' qualifications, as stated in CS551.

6.1.6. Time spent on Jetting (15 minutes/3 passes)

- On the understanding that this refers to a carrier run, approximately 90m long and up to 900mm diameter, 15 minutes should be allowed. Lateral gully connections should have 5 minutes allowed for.

Note: It is the contractor's responsibility to allow for time moving between locations and setting up/demobilising.

6.1.7. Time to be spent on root cutting

- In terms of root cutting it is dependent on amount of mass and length of obstruction. It should be priced as 30minutes per run

6.1.8. Waste Arrangements

- Waste is to be included within the pricing for 'Item 1' (undertaking the works) and as such will not be treated as an additional cost.
- Copies of Waste Transfer Notes to be sent to Highways England as proof of disposal, weights, etc.

6.1.9. Light site clearance required

- Light site clearance may be required for access to locations and at headwalls and outfalls. This should be priced as a two-operative team, with hedge trimmers and strimmer's, along with standard small hand tools IE Grafter, loppers, crowbars etc.

6.1.10. Welfare facilities

- The survey contractor is responsible for the welfare of their employees and will provide adequate, sufficient and clean site welfare facilities.
- Welfare facilities must include;
 - a. A flushing chemical toilet (including wipes/toilet rolls, etc.)
 - b. Hand wash facilities (hot and cold running water), including soap, towels and sink for washing
 - c. Seating / rest area which can be adequately heated (seating with backs, a means for heating water for drinks and warming up food (i.e. A microwave oven)

6.1.11. Cancelled Shifts

- Shifts maybe cancelled due to several reasons, such as weather, RTC, diversion route due to RTC on other carriageways, etc.
- In this case each cancelled shift will be paid at a defined cost. These will be treated as a Compensation Event when we instruct the contractor to either 'not start the works' or 'stop the works' and are assessed in accordance with Clause 63 of the core contract documents.

*Note – Highways England will not be held responsible for damage to site vehicles (IE. punctured tyres, chipped windscreens, etc.), or theft from site vehicles (vehicles must remain locked at all times when unattended).

