[redacted] **ECOLOGICAL SERVICES FRAMEWORK CONTRACT 3 PROJECT FORM**
Part 1 – to be completed by [redacted]

Project title: Greatham Marsh Restoration [redacted]

Bravo project ref (if applicable): [redacted]

Date: 19 November 2020

Contracting Authority (Environment Agency; Natural England; Defra etc)	**Environment Agency**		
Environment Agency Project Manager:	[redacted]	**Phone number:**	[redacted]
Budget holder:	[redacted]	**Cost code:**	[redacted]
Procurement Contact (if over £50k):	[redacted]	**Email:**	[redacted]
Project Start Date		11 January 2021	
Project Completion Date		31 October 2021	
For any projects over £10k, full competition is required (i.e. all suppliers on the Lot invited to quote). Please tick	**Direct Award**		**Mini-comp** [redacted]
Lot number 1/2/3/4	1	2	3 4 [redacted]
Proposal return date: ***(no less than 10 working days from current date)***	**Friday 11 December 2020**		
Clarification deadline:	Tuesday 1 December 2020		

Notes	Any extensions, or amendments to existing orders need to be discussed with the Contract Manager first and the table in section 6 completed to authorise the change to the Contractor. A **Prior Rights Schedule** to record data being shared between parties and a **GDPR Schedule** (if personal data is being handled as part of the project) must be completed with the successful Contractor at contract start up and updated throughout the project and held as part of the contract record.

Evaluation criteria: Please note price and quality weightings are fixed

Contractors: Failure to meet the minimum score threshold stated will result in the bid being removed from the process with no further evaluation regardless of other quality or price scores.

Price	**Weighting**	**50%**
Quality	**Weighting**	**50%**
Quality Sub-Criteria Weightings:		
Approach & Methodology (A minimum score threshold of 4 will be applied to this criteria)		**50**
Proposed Staff (including pen portraits) (A minimum score threshold of 4 will be applied to this criteria)		**30**
Project Management (including project programme/schedule)		**20**

Specification (Details to be provided by the Environment Agency project manager. ***Note*** *– the Contractor's proposal will be limited to* ***10 pages*** *(excluding pen portraits, programme/schedule and full cost breakdown).*

[redacted]

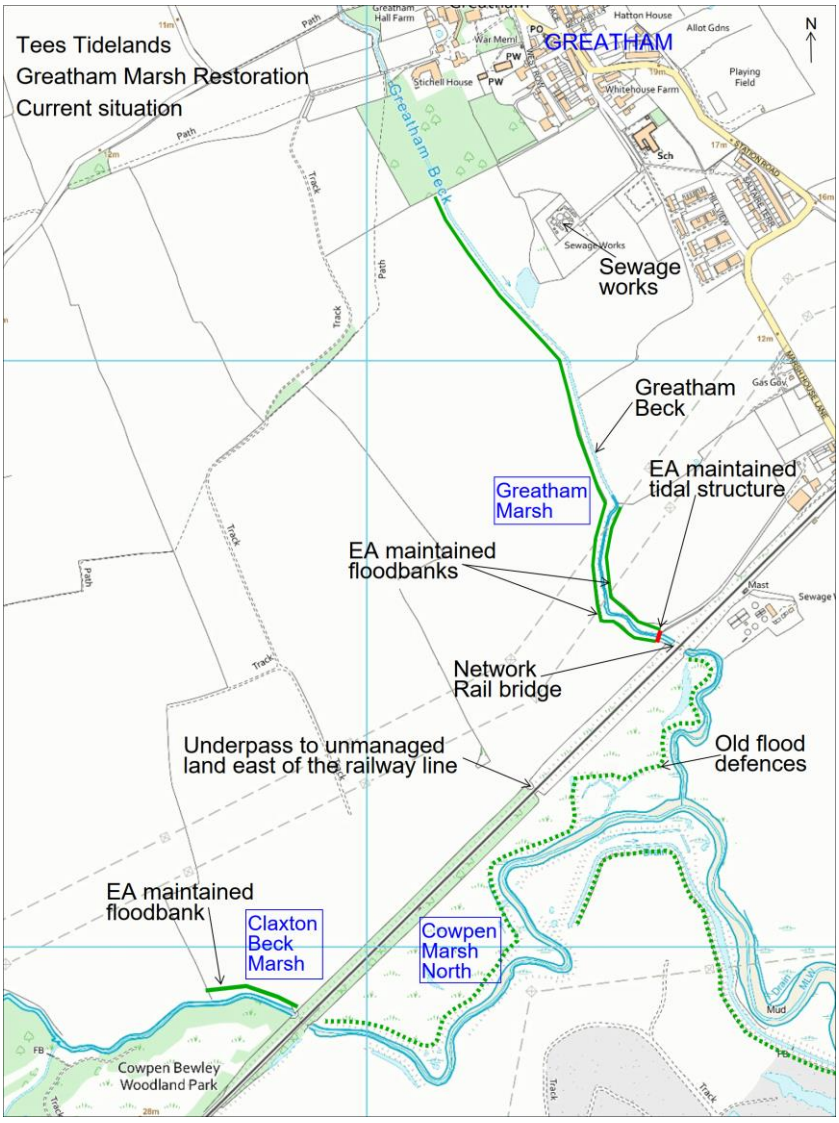
1. Description of work required – overall purpose & scope

The Greatham Marsh Restoration project is centred on the restoration of intertidal habitat on the low-lying agricultural land near Greatham Village. Historically, the village was on the edge of the marshes but is now inland from the remaining intertidal areas. The land is currently protected by flood banks constructed in the 18th century and a tidal structure with tidal flaps constructed in 1980. The alignment of Greatham Beck was rationalised in approximately 1981, whereby the meandering tributary located to the west of the exiting alignment was infilled.

The tidal structure licence expires on 30 November 2029. Condition 12 of the licence stipulates that on the expiry of the Licence, the Licensee shall remove the Works and shall reinstate the riverbanks and foreshore to the Authority's satisfaction.

Overarching Project Objectives

The objective of the project is to restore Greatham Marsh and satisfy the legal obligation to decommission the Greatham tidal structure, which is maintained by the Environment Agency. This project will enable the natural migration of intertidal habitat as sea levels rise and help address some of the impacts of climate change. The project shall also assess the viability of creating intertidal habitat at Cowpen Marsh North and Claxton Beck Marsh.



Figures 1 – illustration of project area


Figure 2 & 3 – images of Greatham tidal structure (upstream and downstream)

Project Activities

The Contractor will:

1. Familiarise themselves with the Tees Tidal 2020 hydraulic model (TUFLOW). Figure 4 below illustrates the extent of the Tees Tidal model and the area of interest for this project.

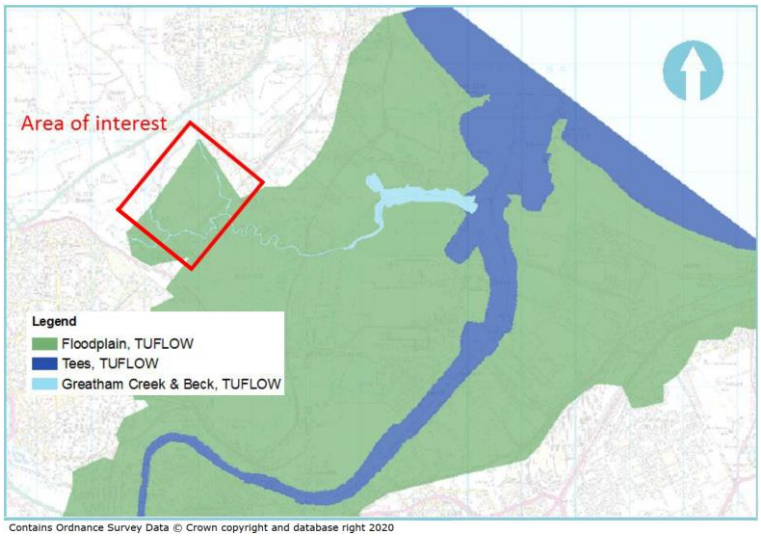


Figure 4 – Tees Tidal 2020 hydraulic model extent

2. Use the Tees Tidal 2020 model to run scenarios based on, but not limited to, the short list of options defined in the Strategic Outline Case (SOC) and listed below. The Contractor shall review the options before commencing modelling and propose any changes and/or additional options to be incorporated for discussion and acceptance with the Environment Agency.

    a. remove tidal structure and reinstate the riverbanks and foreshore.

    b. remove tidal structure, reinstate the riverbanks and foreshore and excavate (reinstate) former Greatham Beck tributary.

    c. remove tidal structure, reinstate the riverbanks and foreshore, excavate (reinstate) the former Greatham Beck tributary and expand Cowpen Marsh North by removing or drawing back the existing bunds.

    d. remove tidal structure, reinstate the riverbanks and foreshore, excavate (reinstate) former Greatham Beck tributary, expand Cowpen Marsh North by removing or drawing back the existing bunds and expand Claxton South wetland by removing or drawing back the existing bunds and removing and/or blocking the existing land drains.

3. Specify the changes made to the hydraulic model to run the scenarios, to ensure the model achieves the required standards for future utilisation. All modelling works shall be undertaken in line with the requirements of the Environment Agency's NEC4 Minimum Technical Requirements for Modelling Version 2.

4. Use the Tees Tidal 2020 model to determine the impact on local flood risk, including the potential risk to receptors such as homes.

5. Consider both physical interventions and innovative natural solutions to restore the Greatham Marsh intertidal habitat, to maximise the saltmarsh and intertidal mud.

6. Consider the management of the existing sewer outfall and potential innovative solution for discharge, e.g. integrated constructed wetland.

7. Consider impact on existing utility apparatus/assets and railway embankment and if potential mitigation work.

8. Consider innovative approaches to reducing waste and maximise the reuse of site won materials.

9. It is proven that spending time in a natural outdoor environment has both physical and mental health benefits. Consider the opportunities to maintain and enhance the public right of way connectivity of this site.

10. Produce a Preliminary Environmental Information Report (PEIR) using existing environmental information available and identifying the need for further surveys/assessments.

11. Appraise options using DEFRA Biodiversity Metric 2.0, to calculate the biodiversity baseline and forecast the biodiversity gains resulting from the proposed changes.

12. Complete options appraisal in line with the FCRM Appraisal Guidance to include monetisation of FCRM and Ecological services benefits. The Contractor shall develop costs for delivery of the various options and produce a DEFRA FCRM GiA Partnership Funding Calculator for each of the options.

13. Prepare the Outline Business Case (OBC) to restore Greatham Marsh and removal of Greatham tidal structure. The OBC shall include the biodiversity net gain, economic and carbon estimates for each option assessed to identify a preferred option.

14. Complete outline design (drawing with design assumptions) and outline costs for preferred option including a method for managing the existing outfalls and the existing right of way.

15. Surveys required to develop the preferred option and outline design (e.g. topographical) will be undertaken by the Contractor as an additional item/variation.

16. The Contractor will determine if any structural or ground investigation is required in order to complete the outline design of the preferred option. If required the following will be treated as an additional item/variation, the Contractor shall produce the ground investigation specification and the Agency will determine how to procure any intrusive investigation work. The Contractor would be expected to then interpret the factual outputs of intrusive investigation work and incorporate it into the optioneering and outline design process.

Other services required

a) The Contractor shall attend contract start-up meeting (via Microsoft Teams or Zoom) with the Environment Agency PM to finalise project scope and deliverables for the project.

b) The Contractor will attend monthly progress meetings and produce minutes of the meetings. They will also produce a monthly progress report including details of work completed, risks to delivery and a forecast of likely contract payments until completion.

c) The Contractor will support the Environment Agency in engagement with stakeholders by preparing sketches for the option appraisal.

d) The Contractor will actively seek efficient solutions and communicate any efficiencies that could be claimed through the Agency's efficiencies reporting process.

e) The Contractor will also actively seek low carbon solutions and will complete the Agency's Carbon Calculator for any preferred options identified.

f) The Contractor will undertake the role of Designer and Principal Designer under the Construction Design and Management Regulations (2015)

g) The Contractor shall be responsible for complying with copyright, including the procuring any licences required, relating to the use 3rd party data for the project.

h) The Contractor will be responsible for arranging any access required to undertake site visits in the study areas.

i) All meetings will be conducted in accordance with any Covid restrictions on working practices

j) The contractor will be responsible for applying suitable quality assurance procedures at all stages of the project to ensure outputs are robust and to a high quality standard.

2. Required skills / experience from the Framework contractor

- Experience of scheme appraisal in line with FCRM and treasury guidance
- Experience of feasibility and design of solutions to restore habitat including intertidal habitat.
- Experience appraising and delivering catchment scale/natural flood management solutions to FCRM and Environmental issues
- Stakeholder Engagement
- Report and Business Case development including developing PFC
- Project Management
- CDM competency

3. Proposed programme of work and payment table (Detailing specific tasks, deliverables & completion date where appropriate) Payment schedule should detail the % amount that will be paid after delivery of each task (*We always hold back a minimum of 30% until the project is complete)*

Task no.	Task and deliverable	Completion date	Payment schedule
1	Attend contract start-up meeting. Familiarisation with Tees Tidal 2020 hydraulic model. Review options and propose any changes and/or additional options, to be agreed with the Environment Agency. If required, commence survey work. If required, prepare intrusive GI survey specification.	-	10%
2	Model options to restore Greatham Marsh, to maximise the saltmarsh and intertidal mud. Prepare option sketches for engagement with stakeholders. Appraise options using DEFRA Biodiversity Metric 2.0, FCRM Appraisal Guidance and DEFRA FCRM GiA Partnership Funding Calculator. Determine the preferred option. Prepare a Preliminary Environmental Information Report (PEIR) and identify future surveys. If applicable, complete survey work. If applicable, interpret the factual outputs of intrusive GI survey.	-	30%
3	Produce OBC.	-	20%
4	Produce outline design for preferred option (drawing). This should include design assumptions, site constraints and identify hazards.	-	10%
5	Complete project.	-	30%

4.	**Contractor Proposal Quality (50%)**	**Weighting**
	The Contractor shall provide a proposal in Part 2 of this form, outlining how they propose to achieve the above outputs. Information to be provided under each heading should include:	
	<u>Approach and Methodology:</u> • Identify proposed methodology to achieve the above outputs and confirm deliverables. This should include survey work (if applicable), assumptions and exclusions. • Details of how options will be appraised using the analysis tools set out in the Specification above and communications with the Environment Agency. • Details relating to the updating of Tees Tidal 2020 model with proposed scenarios and the production of key documents, including the OBC and PEIR. • Details of how costs will be developed for the various options proposed. • Identification of key project risks and how they will be mitigated. A summary risk table (including residual risk ownership) should be included in the proposal. • Include details of how risks relating to the ongoing Covid19 pandemic will be managed, from a business continuity perspective and operationally. • Include details of how the quality assurance that will be applied to the project and the final outputs.	50%
	<u>Project Staff</u> (including team organisation chart and pen portraits for key project staff). If you propose to use sub-contractors to provide key elements of the project, your reply should evidence their skill and experience: • Demonstrate appropriate skill and competency to deliver the required outputs identified in the Specification above and in Section 2 below. • Identify previous relevant experience of undertaking similar projects.	30%
	<u>Project Management</u> (including project programme/schedule) • Programme shall include, but not limited to, the milestone dates in the payment schedule defined in Part 1 Section 3 of this form. Sufficient detail should be provided to evidence a planned approach to delivering the various elements of the project within the required timeframes. • Project Management should include and overview of the proposed project management and reporting structure. • Include details on regular reporting and meetings. • Include details how risks will be managed for the duration of the project, including risk relating to the ongoing Covid19 pandemic.	20%
	<u>Proposal Cost (50%)</u> • The contract is cost reimbursable. • The Contractor shall provide a summarised estimated cost for the project in Part 2 Section 4 below. This will be used to evaluate the cost element of your bid and to benchmark cost re-imbursements with the successful Contractor during the contract. The headings used in the table should not be altered but if you may add rows under the heading to provide further detail. • A full cost breakdown should also be provided as an attachment and include cost reimbursable rates for staff and the estimated hours they will provide to support the costs set out in Part 2 Section 4. • If applicable, the cost and anticipated requirements for survey work shall be recorded as additional costs.	

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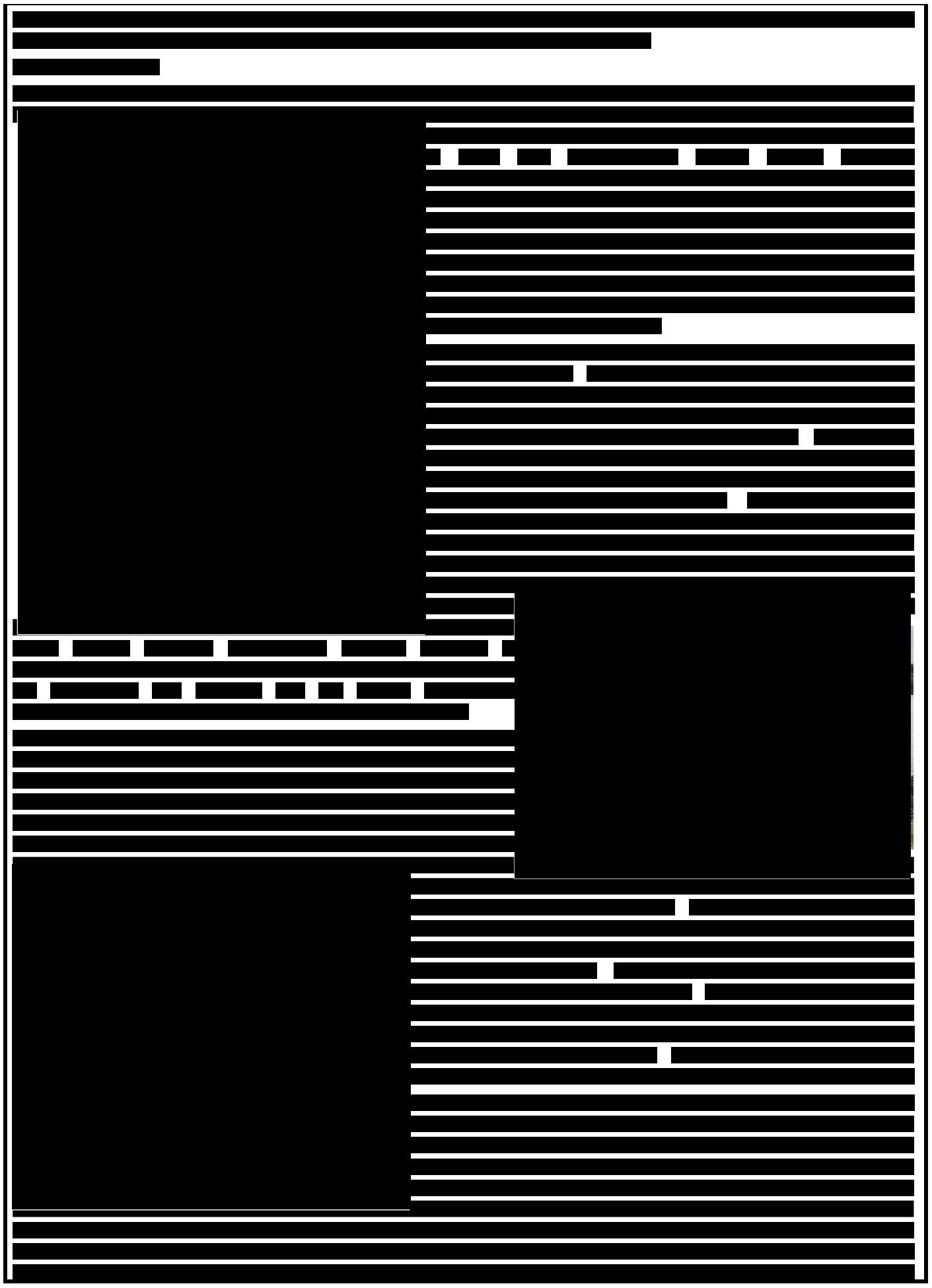

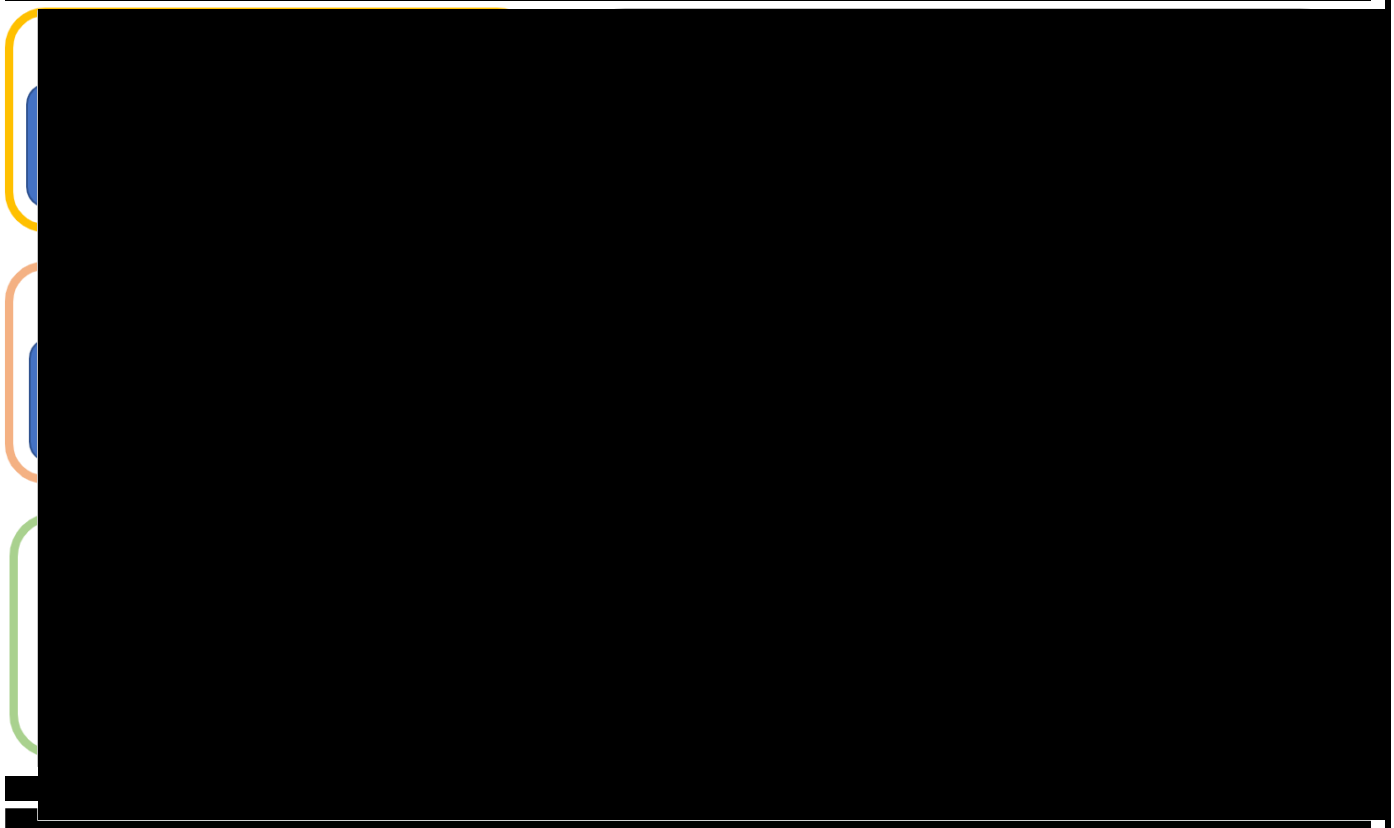

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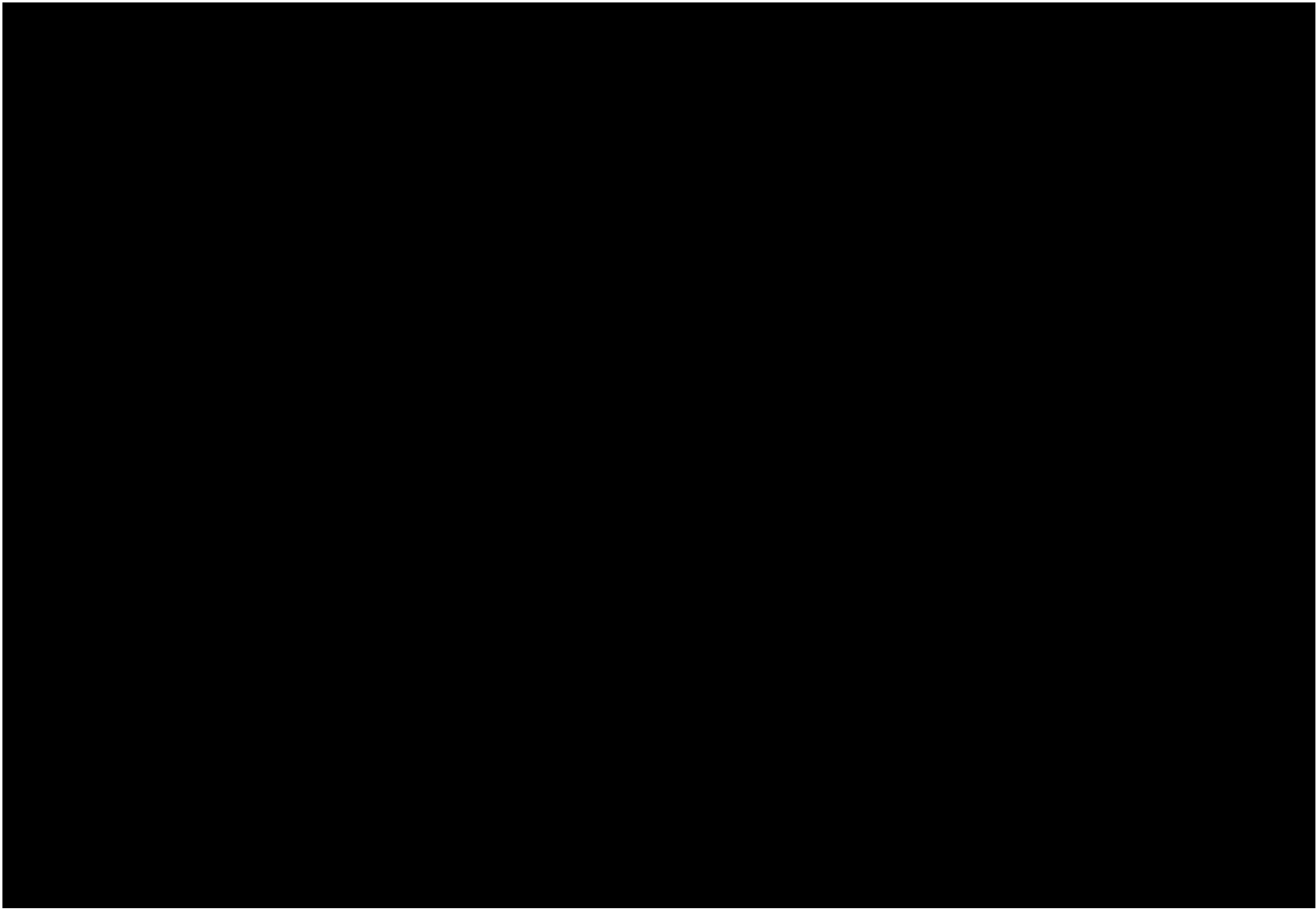

4. Proposal cost

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5.-Terms & Conditions

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