Area 10

Maintenance and Response Contract

Construction (Design and Management) Regulations 2015

Pre-Construction Information

April 2018

Project : AREA 10 MAINTENANCE AND RESPONSE CONTRACT

Client : Highways England
Piccadilly Gate
Store St
Manchester
M1 2WD

Document : Pre-Construction Information

Document Revision Record

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1 DESCRIPTION OF THE PROJECT

1.1 Project Title

Maintenance and Response Contract, Highways England Area 10

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1.2 Location

The existing road network comprises 2, 3 and 4 lane Motorways with hard-shoulders, in addition to All Lane Running motorways and dual and single carriageway Trunk Roads of varying characteristics. The network also incorporates junctions, interchanges, slip roads, link roads and highway structures, all as listed in the Network Information.

The boundaries of Area 10 including the motorways and trunk roads for which the Client is responsible are detailed in Section 1.1 of the Network Information.

A number of Highways England maintenance depots are included as part of Area 10 as detailed in Section 1.16 of the Network Information.

1.3 Timescale for the project and mobilisation period

The *starting date* is as detailed in the Contract Data Part 1

The *access date* is as detailed in the Contract Data Part 1

} Mobilisation period (time allowed between appointment and instruction to commence site works)

The *service period* is 15 years

1.4 Nature of Project

The services provided by the *Principal Contractor* will include the operation and maintenance of Area 10 comprising incident response, cyclic and reactive maintenance and severe weather services.

The nature of the services required to be undertaken by the *Principal Contractor* is defined in the Area 10 M&R Service Information. The successful Tenderer will be appointed as the M&R *Principal Contractor* and will be known under the contract as the *Contractor.*

1.5 Key Duty Holders

The Client:	Highways England (as per Contract Data Part 1)
The Principal Designer (Pre contract award):	Balfour Beatty Mott MacDonald 81 Dewhurst Road, Birchwood, WARRINGTON, WA3 7PG
The Principal Designer (Post-contract award):	Highways England (as per Contract Data Part 1), or Others as appointed by Highways England
Principal Contractor (Pre access date):	Balfour Beatty Mott MacDonald
Principal Contractor (Post access date for works undertaken by the *Contractor* only):	The *Contractor* (as per Contract Data Part 1)
Principal Contractor (for works undertaken by others):	The *Contractor may be instructed to act as PC for work undertaken by others*

1.6 Health and Safety Executive:

Bootle Headquarters
Redgrave Court
Merton Road
Bootle
Merseyside
L20 7HS

1.7 Workplace (Health Safety and Welfare Regulations) 1992

The *Principal Contractor*'s services may include depot improvement or renewal schemes. The *Principal Contractor* must note that a depot constitutes a workplace under the Workplace (Health, Safety and Welfare) Regulations 1992.

When depots are used as welfare facilities for Workers, then welfare mush be provided as per CDM schedule 2

1.8 Health and Safety File

The Area 10 Health and Safety File is held by the current Asset Support Contractor (ASC), Balfour Beatty Mott MacDonald. For further details and arrangements to view it, contact the current Area 10 ASC, at BBMM, Warrington Office 0203 462 1902.

The Principal Designer shall develop the Health and Safety File throughout the life of the Project (see Section 6).

1.9 As Built Drawings

As built drawings are held by the current ASC, BBMM. For further details and arrangements to view them, contact the current Area 10 ASC, at BBMM at Warrington Office 0203 462 1902.

1.10 **Design Drawings**

Drawings that exist for current and planned renewal and improvement schemes are provided within the Network Information. Further design drawings for Area 10 are held by the current ASC, BBMM. For further details and arrangements to view them, contact the current Area 10 ASC, at BBMM, at Warrington Office 0203 462 1902.

1.11 **Site Surveys and Investigations Commissioned for the Project**

Numerous site surveys and investigations have been commissioned throughout previous Area 10 Projects, including specialist asbestos, drainage CCTV, structural condition, asset condition, ecological surveys and geotechnical surveys.

For further details and arrangements to view them, contact the current Area 10 ASC, at BBMM, at Warrington Office 0203 462 1902.

1.12 **HSE Notification**

This project is notifiable in accordance with the Construction (Design and Management) Regulations 2015. After appointment, the *Client*, is to complete the Form F10 and submit to the HSE. The *Client* may ask someone else to notify on their behalf.

If the work constituting construction as defined under regulation 2 undertaken as an individual scheme is expected to require notification under regulation 6, the *Principal Contractor* must notify the *Client* as soon as he is aware. The *Client* will notify the relevant enforcing authority in accordance with the Construction (Design and Management) Regulations 2015.

1.13 Nearest Accident and Emergency Hospitals

The following hospitals in close proximity to Area 10 possess Accident and Emergency departments (www.nhs.uk):

North Manchester General Hospital Delaunays Road, Crumpsall, Manchester, Greater Manchester, M8 5RB Tel: 0161 795 4567	Salford Royal Hospital Salford Royal, Stott Lane, Salford, M6 8HD Tel: 0161 789 7373
Manchester Royal Infirmary Oxford Road, Oxford Road, Manchester, Greater Manchester, M13 9WL Tel: 0161 276 1234	Trafford General Hosital Moorside Road, Davyhulme, Manchester, M41 5SL Tel: 0161 748 4022
Royal Oldham Hospital Rochdale Road, Oldham, Lancashire, OL1 2JH Tel: 0161 624 0420	Wythenshawe Hospital Southmoor Road, Wythenshawe, Manchester, Greater Manchester, M23 9LT Tel: 0161 9987070
Royal Bolton Hospital Minerva Road, Farnworth, Bolton, Lancashire, BL4 0JR Tel: 01204 390390	Fairfield General Hospital Rochdale Old Road, Bury, Lancashire, BL9 7TD Tel: 0161 764 6081
Warrington Hospital Warrington Hospital, Lovely Lane, Warrington, Cheshire, WA5 1QG Tel: 01925 635911	Royal Albert Edward Infirmary Wigan Lane, Wigan, Lancashire, WN1 2NN Tel: 01942 244000
Royal Blackburn Hospital Haslingden Road, Blackburn, Lancashire, BB2 3HH Tel: 01254 263555	Chorley and South Ribble Hospital Preston Road, Chorley, Lancashire, PR7 1PP Tel: 01257 261222

Whiston Hospital Warrington Road, Prescot, Merseyside, L35 5DR Tel: 0151 426 1600	Alder Hey Hospital, Eaton Road, West Derby, Liverpool, Merseyside, L12 2AP Tel: 0151 228 4811
University Hospital Aintree Lower Lane, Liverpool, Merseyside, L9 7AL Tel: 0151 525 5980	Royal Preston Hospital Sharoe Green Lane North, Fulwood, Preston, Lancashire, PR2 9HT Tel: 01772 716565
The Royal Liverpool University Hospital Prescot Street, Liverpool, Merseyside, L7 8XP Tel: 0151 706 2000	Southport and Formby District General Hospital Town Lane, Southport, PR8 6PN Tel: 01704 547471
Leighton Hospital Leighton Hospital Middlewich Road Crewe Cheshire CW1 4QJ Tel: 01270 255141	Countess of Chester Hospital The Countess Of Chester Health Park Chester Cheshire CH2 1HJ Tel: 01244 365000
Macclesfield District General Hospital Victoria Road Macclesfield Cheshire SK10 3BL Tel: 01625 421000	Tameside Hospital Fountain St Ashton Under Lyne Lancashire OL6 9RW Tel: 0161 331 6000
Stepping Hill Hospital Poplar Grove Hazel Grove Stockport Cheshire SK2 7JE Tel: 0161 483 1010	Arrowe Park Hospital Arrowe Park Road Upton Wirral Merseyside CH49 5PE Tel: 0151 678 5111
Macclesfield District General Hospital Victoria Road Macclesfield Cheshire SK10 3BL Tel: 01625421000	

1.14 Relevant Fire Authorities

(www.cfoa.org.uk)

Cheshire Fire & Rescue ServiceHeadquarters, Sadlers Road, WINSFORD Cheshire CW7 2FQ	Greater Manchester Fire and Rescue Service Headquarters, 146 Bolton Road, Pendlebury, Swinton, MANCHESTER Greater Manchester M27 8US
Lancashire Fire & Rescue ServiceHeadquarters, Garstang Road, Fulwood, PRESTON Lancashire PR2 3LH	Merseyside Fire & Rescue ServiceHeadquarters, Bridle Road, BOOTLE Merseyside L30 4YD

1.15 Relevant Police Authorities

(www.Police.uk)

Cheshire Constabulary Tel: 01244 350 000	Greater Manchester Police Tel: 0161 872 5050
Lancashire Constabulary Tel: 01772 614 444	Merseyside Police Tel: 0151 709 6010

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.1 Structure and Organisation

The *Principal Contractor* shall include an organogram for H&S in any Construction Phase Plan(s) to show the intended management structure and organisation (including liaison).

2.2 Safety Goals for the Project and Arrangements for Monitoring and Review

2.2.1 Safety Goals:

The *Client's* Key Objective for a 'Safe and Serviceable Network is set out in the Service Information.

2.2.2 Arrangements for Monitoring and Review:

The *Principal Contractor's* performance will be measured in accordance with the Service Information and the Collaborative Performance Framework Manual. This will be based on evidence produced by the *Principal Contractor*. Areas of poor performance will be highlighted for corrective action.

2.3 Permits and Authorisation Requirements

Any person working on the Motorway network (excluding those working within established traffic management) must have a valid health and safety passport issued by the *Client*. The *Principal Contractor* shall operate a procedure for the identification of its own and sub-contract personnel requiring such a passport and liaise with the *Client* regarding issue. The procedure is to include for annual renewal and surrender when appropriate.

The *Principal Contractor* shall arrange for and obtain the required authorisation from the appropriate organisation(s) before commencing work under any of the following circumstances (this list is not exhaustive):

- Works under the control of another Principal Contractor;
- Works in the vicinity of overhead and underground services;
- Works with live electrical systems;
- Works on or adjacent to railway lines and waterways;
- Works requiring the imposition of temporary traffic orders;
- Scheduled road works;
- Works that require the diversion of traffic on to local authority highways;
- Works that require temporary closure of local authority highways, bridleways or footpaths;
- Noisy operations;
- Works with the potential for causing pollution;
- Works causing other environmental impacts;
- Works requiring the movement and disposal of waste;
- Works requiring planning consent.

The works will require certain hazardous operations to be carried out for which the *Principal Contractor* must operate a permit to work system, including:

- works likely to produce dust or vapour clouds;
- hot works, (including welding, pipe jointing, thermic lance and stud attachment);
- high pressure water jetting;
- concrete saw cutting;
- demolition / dismantling;
- installation, alteration and removal of traffic management systems;
- working adjacent to, or connection to live services;
- working with asbestos;
- repetitive manual handling;
- working at height:
- working within confined spaces;
- lifting operations;
- excavations.

2.4 **Emergency Procedures**

The *Principal Contractor* shall incorporate emergency procedures into the Construction Phase Plan for review by the Principal Designer. The procedures shall include the immediate actions to be taken in the case of an emergency whether that be on a particular site or during any maintenance activities, whether from fire, explosion or other dangerous incident, or from an individual accident. The *Principal Contractor* is required to coordinate with the *Clients* Traffic Officer Service, other Principal Contractors, Regional Control Centre, the Police and the Emergency Services.

Details of the A&E hospitals, relevant Fire Authorities and relevant Police Authorities are in sections 1.13 to 1.15 of this Pre-Construction Information.

depot locations are provided in the Network Information, in addition to Emergency spill kit and Pollution Control Devices locations.

2.5 **RIDDOR and AIRSweb**

Details of any accidents (RIDDOR and general public road users within or on the approaches to the traffic management extents) shall be immediately reported to the *Client's* Health & Safety Manager.

Details of any potentially significant major “Near Misses” shall also be reported within 24 hours. Details shall be provided of any corrective action that has been and/or shall be taken.

Incident details shall also be recorded on the web-based version of the *Client's* Accident and Incident Reporting System (AIRS) named “AIRSweb” in accordance with IAN 128/12 - HA Supply Chain Health and Safety Incident Reporting.

2.6 Site Rules and Other Restrictions on Contractors, Suppliers and Others

The *Principal Contractor* shall incorporate a list of rules into the Construction Phase Plan(s) which shall apply to offices, depots, works vehicles and site works as appropriate. The *Principal Contractor's* Rules should include, as a minimum, the following:

- Correct PPE to be worn at all times;
- No alcohol or illegal drugs;
- No smoking;
- Explosives are not be used;
- Procedures for site visitors;
- No unauthorised persons shall enter the site;
- Procedures for reversing vehicles. Vehicles to reverse under the control of a Banks Person;
- Construction traffic shall comply with the requirements in Chapter 8 Part 2 of the Traffic Signs Manual;
- Parking in designated areas only;
- Vehicles must comply with site speed limit

The *Principal Contractor's* attention is drawn to the following documents and legislation relevant to this project (the list is not exhaustive):

- Environment Agency - Pollution Prevention Guidelines for Works and Maintenance In or Near Water (PPG5);
- Avoiding danger from underground services, (HSG 47);
- Avoidance of danger from overhead electrical lines, (GS6);
- Safe use of vehicles on construction sites (HSG 144);
- Backs for the future; safe manual handling in construction (HSG149);
- The Control of Substances Hazardous to Health Regulations 2002 (COSHH);
- Traffic Signs Manual Chapter 8.

2.7 Activities on or Adjacent to the Area

Due to the nature of the Project it is not possible to list all the potential constraints on the work to be carried out during the Project. The *Principal Contractor* will notify the *Client* of any works it intends to carry out on or adjacent to Area 10, as per the notice period specified in the contract. The *Client* should investigate potential clashes with other activities on or adjacent to Area 10 on a day to day basis to ensure work activities in that area remain safe for both workers and the general public.

2.8 Arrangement for Liaison between Parties

The *Client* and *Principal Contractor* will hold regular meetings and develop systems to facilitate good communications between the parties.

2.8.1 Unforeseen Occurrences

The *Principal Contractor* shall inform the *Client* upon the occurrence of an event, which creates either a serious health or safety hazard:

- to the health and safety of people;
- to the safe operation of any area of the live network and adjacent premises;
- that could result in major changes to the Project and/or to resources required to complete the work.

2.8.2 Change to the Notification Form F10

The *Principal Contractor* shall inform the Principal Designer of any changes to the following so that additional notification may be submitted to the HSE:

- significantly changed programme details;
- duration of Project;
- scope of the works undertaken under the Project;
- duty holders.

2.9 **Security Requirements**

The Construction Phase Plan(s) shall include details of the proposed security standards to be implemented across the differing work elements included within the Project.

All sites and working areas shall be left and kept in a safe condition outside working hours. All equipment shall be left secure and immobilised outside working hours.

The *Principal Contractor* shall consider that acts of trespass, vandalism and attempted theft can be expected across Area 10 and that these factors should be considered when formulating security measures.

2.9.1 General Public

The *Principal Contractor* shall ensure that all necessary precautions are in place to protect the general public from coming into contact with any harm from the construction and maintenance activities associated with the Project.

2.10 **Welfare Provision**

Welfare facilities exist within each of the *Client's* maintenance depots.

The *Principal Contractor* shall include details of the proposed welfare facilities to be provided for cyclic maintenance activities in the Area Construction Phase Plan. For discrete schemes, details of the proposed welfare facilities shall be provided in the Scheme Specific Construction Phase Plan(s). As a minimum, welfare facilities should be as outlined in Schedule 2 of the CDM Regulations 2015.

2.11 Compound & Storage Constraints

Temporary services may or may not be available. The *Principal Contractor* shall, for each discrete notifiable scheme, include details in the Scheme Specific Construction Phase Plan of the proposed temporary site compound and storage facilities.

The *Client* may provide permanent office and storage space as set out in the Service Information and Network Information.

3 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

3.1 Safety Hazards

3.1.1 Boundaries and Access (Including Temporary Access)

The access and egress for each individual work site will be via signed access/egress points in accordance with the requirements of Traffic Signs Manual Chapter 8 and associated Codes of Practice etc. Provision and maintenance of access/egress points will be the responsibility of the *Principal Contractor*.

3.1.2 Existing and Adjacent Land Uses

The works will be performed at a variety of locations across Area 10. The present adjacent land use of Area 10 is varied but consists of a selection of urban and rural environments with housing, commercial, industrial, agricultural and development areas. A number of rivers cross or run adjacent to Area 10.

A number of railway lines cross or run adjacent to Area 10 and the *Principal Contractor* shall ensure that full consultation with Network Rail, or relevant rail operator, takes place before working in the vicinity of any railway line or associated overhead electrical equipment.

3.1.3 Existing Storage of Hazardous Materials

There are no known hazardous materials stored in Area 10 depots. However, there is a risk of hazardous material being illegally dumped in Area 10 at any time.

3.1.4 Location of Existing Services

Underground and overhead services may exist within and adjacent to the proposed working sites.

The *Client* shall search and liaise with the appropriate bodies in locating the services prior to commencing any work. The *Principal Contractor* shall confirm the presence of services on site and take the appropriate measures before commencing any work.

All live and redundant services within and adjacent to the works area shall be located, marked and protected.

Where overhead power lines cross the work areas, the *Principal Contractor* is advised to conduct a detailed examination of the site(s) to plan the access, manoeuvring and working of construction vehicles, plant and equipment, prior to work commencing on site.

3.1.5 Ground Conditions

The ground conditions across Area 10 vary widely in nature. Details of these conditions are available in the HAGDMS database; summary data is available in the Network Information section 1.6.

3.1.6 Existing Structures - Stability or Fragile Materials

The *Principal Contractor* should be aware that existing structures across Area 10 will be affected by the works and will require due consideration with regard to their inherent Structural Stability during any construction or routine maintenance works. The *Clients* SMIS database has details of the structures within Area 10; extracts from this database are included in the Network Information section 1.14. These structures may have associated shoring, strutting and other temporary support systems necessary to protect the existing structures.

Fragile materials exist on some structures (particularly depot and salt barn roofs). The *Principal Contractor* is made aware that a full risk assessment and H&S management plan is needed before attempting to gain access to or applying loads to potentially fragile materials.

Low Bridges with Height Restrictions

Details of low bridges with height restrictions are contained in Network Information section 1.14 and the *Clients* SMIS database.

Narrow/Constraint Verges on bridges – maintenance workers

Details of narrow and constraint verges on bridges are contained in Network Information section 1.14 and the *Clients* SMIS database.

Steep Embankments

Details of steep embankments are contained in Network Information section 1.6.

Unprotected Edges/Substandard Parapet Heights

Details unprotected edges and substandard parapet heights are contained in Network Information section 1.14 and the *Clients* SMIS database.

3.1.7 Electrical Information

Information is contained in the Energy Procurement Strategy database and TPMS inventory which are located in Sections 1.13 and 2 of the Network Information respectively.

3.1.8 Fuel pipelines

Fuel pipelines are classed as Critical National Infrastructure Assets (CNI). The Principal Contractor shall contact the NW Emergency Planner during the mobilisation period to receive a briefing on CNI assets to ensure that method statements and risk assessments cover the requirements for working above, below, and in the vicinity of the assets, as appropriate. The Principal Contractor shall ensure the security of the asset information.

3.2 Health Hazards

3.2.1 Asbestos, Including Results of Surveys

For details of Asbestos containing materials on the various site(s) and any site surveys carried out across Area 10, contact the Area 10, at BBMM, Warrington Office 0203 462 1902.

Details of known asbestos locations are provided in the Area Asbestos Management Plan, included in Network Information Section 5.

3.2.2 Contaminated Land

Contamination information is stored in HAGDMS. Access can be provided upon request.

3.2.3 Tar

There are no records of Tar in Area 10 data.

3.2.4 Leptospirosis (Weil's Disease) and Other Water Borne Diseases

The *Principal Contractor* shall take appropriate measures (including employee training) to ensure that the risk of site personnel contracting water borne diseases such as Leptospirosis is minimised and controlled.

3.2.5 Hazardous Materials Associated with Existing Structures

For details of any structures known to contain hazardous materials across Area 10, the information is held by the current Contractor, contact the Area 10 Watchman, at BBMM, Warrington Office 0203 462 1902.

3.2.6 Health Risks arising from Client's Activities - Dust, Noise and Vibration

Works may be carried out on or adjacent to Area 10 by other contractors. The *Client* and *Principal Contractor* shall coordinate their respective operations to ensure that the effects of dust, noise and vibration do not adversely affect the other party.

3.2.7 Fire Hazards

Fuel storage facilities exist in each of the *Clients* maintenance depots.

3.2.8 Injurious Weed

Information regarding known injurious weed is provided in the Network Information section 1.7.

4. SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS

4.1 Design Assumptions and Control Measures

Some designs have been prepared for renewal and improvement schemes for Area 10. The *Principal Contractor* is not required to undertake design as part of the Project.

The *Client* will provide the *Principal Contractor* with the following at the start of the Contract:

- access to the existing Area 10 Health and Safety File;
- access to all relevant inventory and information systems, as defined in the Service Information.

4.2 Materials Requiring Particular Precautions

Particular care shall be taken whilst handling heavy/large/fragile pieces of debris / pre-cast elements / structural elements. The *Principal Contractor* shall use mechanical handling where practicable.

Where the use of materials hazardous to health cannot be avoided the *Principal Contractor* shall ensure that a full COSHH assessment is carried out as relating not only to the workforce but also to members of the public. Suitable control measures shall be introduced to ensure that exposure levels are properly controlled.

Certain materials may cause damage to adjacent property or passing vehicles if they are not properly contained. The *Principal Contractor* shall ensure that adequate precautions are introduced to avoid such damage.

4.3 Traffic

All Temporary Traffic Management shall be in accordance with Chapter 8 of the Traffic Signs Manual.

Particular care and attention shall be paid to traffic safety when placing, altering and removing the traffic management arrangements. Attention shall be paid to traffic safety and management measures and interface with users within the Construction Phase Plan.

4.4 Additional Considerations

4.4.1 Health Hazards

The *Principal Contractor* shall stipulate procedures in the Construction Phase Plan to identify the characteristics of the materials specified or chosen for incorporation and shall ensure these characteristics are clearly understood by those required to handle, store, work with and dispose of such material.

Similarly controls shall be stipulated and exercised to protect other persons at the site or members of the public from accidental contact with any hazardous material.

4.4.2 Working at Night / Within the Hours of Darkness

Working at night can introduce certain hazards including:

- poor visibility leading to slips, trips and falls;
- tiredness;
- dazzling due to traffic headlights;
- poor visibility for reversing vehicles.

The *Principal Contractor* shall identify all suitable measures to mitigate against the above hazards including any lighting requirements.

4.4.3 Manual Handling Operations

The *Principal Contractor* shall ensure that operatives are fully trained in manual handling procedures and wherever possible, provide mechanical handling aids to avoid such operations.

4.4.4 Personal Protective Equipment (PPE)

High visibility warning clothing complying with paragraph 6.3 of Chapter 8 Part 2 of the Traffic Signs Manual shall be worn at all times by all personnel whilst working on or adjacent to the trunk road and motorway network.

The *Principal Contractor* shall comply with the Personal Protective Equipment at Work Regulations 1992 in all other matters. The use of such equipment will be governed by the site rules (see Paragraph 2.6 of this document).

4.4.5 Confined Spaces

The *Principal Contractor* shall ensure operatives working in confined spaces are fully trained in accordance with the Confined Space Regulations 1997. Working methods shall wherever practicable seek to avoid the need for working in confined spaces.

4.4.6 Temporary Works

The *Principal Contractor* shall ensure that all temporary works are suitable for the intended use. The *Principal Contractor* shall pay particular attention to the installation and removal of temporary works.

4.4.7 Work at Height

The *Principal Contractor* shall wherever practicable employ working methods to avoid the need to work at height. Where working at height is required a protection system suitable for the type of works undertaken shall be used.

5. THE CONSTRUCTION PHASE PLAN

5.1 Construction Phase Plan

The *Principal Contractor* shall prepare the Area Construction Phase Plan relating to cyclic maintenance works as required by the Construction (Design and Management) Regulations 2015. This Plan shall be submitted to the *Client*, no later than five working days prior to the start of the construction phase, so that the *Client* may be advised as to its adequacy in accordance with Construction (Design and Management) Regulations 2015.

The recommended minimum content for the Construction Phase Plan is set out in the Construction (Design and Management) Regulations 2015.

6. THE HEALTH AND SAFETY FILE

6.1 *Clients* Requirements

The *Principal Contractor* shall provide all relevant information to the Principal Designer for inclusion in the Area 10 Health and Safety File.