



# Engineering and Construction Short Contract

## Contract Data Forms

June 2017

(with amendments January 2023)

Template version history

V1 (as per bidder pack)	Go live template (this document)

# NEC4 Engineering and Construction Short Contract

Asset Operation, Maintenance and Response Framework

Lot 1 Civil Engineering (Maintain and Construct)

<b>A contract between</b>	<b>The Environment Agency</b> <b>Horizon House</b> <b>Deanery Road</b> <b>Bristol</b> <b>BS1 5AH</b>
<b>And</b>	<b>Jackson Frameworks</b>
<b>For</b>	<b>The River Wey Improvement Scheme (RWIS) Weir Fish Pass</b>
	<b>Contract Forms</b> <ul style="list-style-type: none"><li>- <b>Contract Data</b></li><li>- <b>The <i>Contractor's</i> Offer and <i>Client's</i> Acceptance</b></li><li>- <b>Price List</b></li><li>- <b>Scope</b></li><li>- <b>Site Information</b></li></ul>

# Contract Data

## The *Client's* Contract Data

	The <i>Client</i> is	
Name	Environment Agency	
Address for communications	The Environment Agency, Horizon House, Deanery Road, Bristol, BS1 5AH	
Address for electronic communications	<div></div>	
The <i>works</i> are	Construction of a new technical brush/tile fish around the river Wey Improvement Scheme RWIS Weir on Millmead Island and associated works, Phase 1	
The <i>site</i> is	The site has a postcode of GU24EP and a National Grid Reference SU9970048888.  Location, please refer to AECOM's location drawing - RWMM-ACM-XX-XX-DR-CE-04010-P01  Location with a red line boundary, please refer to drawing RWMM-ACM-XX-XX-DR-CE-03010	
The <i>starting date</i> is	09/12/2024	
The <i>completion date</i> is	01/04/2025	
The <i>delay damages</i> are	<i>nil</i>	Per day
The <i>period</i> for reply is	2	weeks
The <i>defects date</i> is	52	weeks after Completion
The <i>defects correction period</i> is	4	weeks

The <i>assessment day</i> is	the last working day	of each month
The <i>retention</i> is	nil	%
The United Kingdom Housing Grants, Construction and Regeneration Act (1996) <b>does</b> apply		
The <i>Adjudicator</i> is:		
In the event that a first dispute is referred to adjudication, the referring Party at the same time applies to the Institution of Civil Engineers to appoint an <i>Adjudicator</i> . The application to the Institution includes a copy of this definition of the <i>Adjudicator</i> . The referring Party pays the administrative charge made by the Institution. The person appointed is also <i>Adjudicator</i> for later disputes.		

## Contract Data

### The *Client's* Contract Data

The interest rate on late payment is	0.5	% per complete week of delay.
Insert a rate only if a rate less than 0.5% per week of delay has been agreed.		
For any one event, the liability of the <i>Contractor</i> to the <i>Client</i> for loss of or damage to the <i>Client's</i> property is limited to	The Contract Price	
The <i>Client</i> provides this insurance	None	
Insurance Table		
Event	Cover	Cover provided until
Loss of or damage to the <i>works</i>	Replacement Cost	The <i>Client's</i> certificate of

		Completion has been issued
Loss of or damage to Equipment, Plant and Materials	Replacement Cost	The defects Certificate has been issued
The <i>Contractor's</i> liability for loss of or damage to property (except the works, Plant and Materials and Equipment) and for bodily injury to or death of a person (not an employee of the <i>Contractor</i> ) arising from or in connection with the <i>Contractor's</i> Providing the Works	Minimum £5,000,000 in respect of every claim without limit to the number of claims	
Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract	The amount required by the applicable law	
Failure of the <i>Contractor</i> to use the skill and care normally used by professionals providing works similar to the works	Minimum Contract Price in respect of every claim without limit to the number of claims	6 years following Completion of the whole of the works or earlier termination
The <i>Adjudicator nominating body</i> is	The Institution of Civil Engineers	
The <i>tribunal</i> is	litigation in the courts	
The <i>conditions of contract</i> are the NEC4 Engineering and Construction Short Contract June 2017 (including 2023 amendments) and the following additional conditions		
Only enter details here if additional conditions are required.		
Z1.0	Sub-contracting	
Z1.1	The <i>Contractor</i> submits the name of each proposed subcontractor to the <i>Client</i> for acceptance. A reason for not accepting the subcontractor is that their appointment will not allow the <i>Contractor</i> to Provide the Works. The <i>Contractor</i> does not appoint a proposed subcontractor until the <i>Client</i> has accepted them.	
Z1.2	Payment to subcontractors and suppliers will be no more than 30 days from receipt of correct invoice.	
Z2.0	Environment Agency as a regulatory authority	
Z2.1	The Environment Agency's position as a regulatory authority and as <i>Client</i> under the contract is separate and distinct. Actions taken in one capacity are deemed not to be taken in the other.	
Z2.2	Where statutory consents must be obtained from the Environment Agency in its capacity as a regulatory authority, the <i>Contractor</i> is responsible for obtaining these and paying fees (unless stated otherwise in the Scope). The <i>Client's</i> acceptance of a tender and the <i>Client's</i> instruction or variation of the works does not constitute statutory approval or consent.	
Z2.3	An action by the Environment Agency as regulatory authority is not in its capacity as <i>Client</i> and is not a compensation event.	

Z3.0	Confidentiality & Publicity
Z3.1	The <i>Contractor</i> may publicise the works only with the <i>Client's</i> written agreement.
Z4.0	Correctness of Site Information
Z4.1	Site Information about the ground, subsoil, ducts, cables, pipes and structures is provided in good faith by the <i>Client</i> but is not warranted correct. The <i>Contractor</i> checks the correctness of any such Site Information they rely on for the purpose of Providing the Works.
Z5.0	The Contracts (Rights of Third Parties) Act 1999
Z5.1	For the purposes of the Contracts (Rights of Third Parties) Act 1999, nothing in this contract confers or purports to confer on a third party any benefit or any right to enforce a term of this contract.
Z6.0	Design
Z6.1	Where design is undertaken, it is the obligation of the <i>Contractor</i> to ensure the use of skill and care normally used by professionals providing similar design services.
Z6.2	The <i>Contractor</i> designs the parts of the works which the Scope states they are to design.
Z6.3	<p>The <i>Contractor</i> submits the particulars of their design as the Scope requires to the <i>Client</i> for acceptance. A reason for not accepting the <i>Contractor's</i> design is that it does not comply with either the Scope or the applicable law.</p> <p>The <i>Contractor</i> does not proceed with the relevant work until the <i>Client</i> has accepted this design.</p>
Z6.4	The <i>Contractor</i> may submit their design for acceptance in parts if the design of each part can be assessed fully.
Z7.0	Change to Compensation Events
Z7.1	<p>Delete the text of Clause 60.1(11) and replace by:</p> <p>The <i>works</i> are affected by any one of the following events</p> <ul style="list-style-type: none"> <li>• War, civil war, rebellion revolution, insurrection, military or usurped power</li> <li>• Strikes, riots and civil commotion not confined to the employees of the <i>Contractor</i> and sub-contractors</li> <li>• Ionising radiation or radioactive contamination from nuclear fuel or nuclear waste resulting from the combustion of nuclear fuel</li> <li>• Radioactive, toxic, explosive or other hazardous properties of an explosive nuclear device</li> <li>• Natural disaster</li> <li>• Fire and explosion</li> <li>• Impact by aircraft or other device or thing dropped from them</li> </ul>
Z8.0	Framework Agreement
Z8.1	The <i>Contractor</i> shall ensure at all times during this contract it complies with all the obligations and conditions of the Framework Agreement made with the <i>Client</i> .
Z9.0	Termination
Z9.1	Delete the text of Clause 92.3 and replace with:

	If the <i>Contractor</i> terminates for Reason 1 or 6, the amount due on termination also includes 5% of any excess of a forecast of the amount due at Completion had there been no termination over the amount due on termination assessed as for normal payments.
Z10.0	Data Protection
Z10.1	The requirements of the Data Protection Schedule shall be incorporated into this contract
Z11.0	Liabilities and Insurance
Z11.1	Civil data protection claims and regulatory fines for breaches of Data Protection Legislation are excluded from any limit of liability stated.
Z110	<p>Inflation</p> <p>At the Contract Date the total of the Prices does not include a sum to cover inflation. The total of the Prices [at the Contract Date] shall be adjusted by a fixed number of Price Adjustments.</p> <p>The number of Price Adjustments shall be equal to:</p> <p>The number of months between the Completion Date included at the <i>starting date</i> and the Contract Date.</p> <p>The proportion of Price Adjustment shall be equal to:</p> <p>The total of the Prices at the Contract Date / The number of Price Adjustments</p> <p>Each time the amount due is assessed, the Price Adjustment shall be:</p> <p>The proportion of Price Adjustment x [80% x Construction Output Price Indices (OPIs) New work output prices: Infrastructure Index 1 – month rate]</p> <p>The Construction Output Price Indices (OPIs) New work output prices: Infrastructure Index 1 – month rate shall be the value determined by the Office of National Statistics for the applicable month of the amount due assessment</p> <p>Provided always that the fixed number of Price Adjustments has NOT been exceeded.</p> <p>The Price Adjustment adjusts the total of the Prices.</p> <p>If a compensation event under this contract omits original Scope covered by the total of the Prices at the Contract Date the Price Adjustments made under this clause shall be corrected accordingly.</p>

# Contract Data

## The *Contractor's* Contract Data

	The <i>Contractor</i> is	
Name	Jackson Frameworks	
Address for communications	30 Whitehouse, Road, Ipswich, Suffolk, IP1 5LT	
Address for electronic communications	[REDACTED]	
The <i>fee</i> percentage is	[REDACTED]	%
The <i>people rates</i> are		
category of person	unit	rate
Project Manager	Hr	[REDACTED]
Site Agent	Hr	
Site Engineer	Hr	
QS	Hr	
General Foreman	Hr	
The <i>published list of Equipment</i> is		As per Jacksons Price Schedule_Lot 1_Hub South East. In the event that a rate is required that is not held within that list then CECA



	Schedule of Dayworks Vol-2- Equipment-Schedule-E- Apr 2022
The <i>percentage for adjustment for Equipment</i> is	As per Jacksons Price Schedule_Lot 1_Hub South East.

# Contract Data

## ECSCThe *Contractor's* Offer and *Client's* Acceptance

The *Contractor* offers to Provide the Works in accordance with these *conditions of contract* for an amount to be determined in accordance with these *conditions of contract*.

The offered total of the  
Prices is

[REDACTED]

**Enter the total of the Prices from the Price List.**

Signed on behalf of the *Contractor*

Name

Position

Signature

Date 04/12/24

The *Client* accepts the *Contractor's* Offer to Provide the Works

Signed on behalf of the *Client*

Name

Position

Signature

Date

# Price List

Item Number	Description	Unit	Quantity	Rate	Price
	Phase 1 – pre-construction work				
1.1	Health & safety activities to comply with Legislation and EA Policies. Preparation of a detailed Construction Phased Plan (CPP), Environmental Action Plan (EAP), Risk Assessment and Method Statements (RAMS) in accordance with the SHEW (Safety, Health, Environment and Wellbeing) CoP (Code of Practice) and reviews.	Sum	1		
1.2	Environmental Licence (Flood Risk Activity Permit FRAP) Final Submission to approval	Sum	1		
1.3	Highways, footpath diversions and navigations permissions	Sum	1		
1.4	Tree-works & trial trenching, bird & bat mitigation measures	Sum	1		
1.5	Project & Site Management Pre-mobilisation	Sum	1		
1.6	All other services to complete the Scope e.g. GPR surveys.	Sum	1		
1.7	General licence or permit fees to complete works	Sum	1		
	The total of the Prices				
	Phase 2 – construction work Please note phase 2 work may be instructed at the Client’s discretion. The following Items shall apply in the event of the Client issuing a change in Scope under 14.2				
2.1	Preliminaries and supervision, including plant, labour and materials.  Site based services to include depot, compound, Infrastructure, Offices inc. toilets/corridors/kitchen. Drying rooms/canteens, Office Equipment, Transport On/off, Hire Charges - Buildings, Office Expenses. Auxiliary personnel.	Sum	1		

	Site security, Site safety equipment and Setting- out.				
2.2	Site access condition photographic and video surveys	Sum	1	████████	████████
2.3	Mobilisation and establishment of works areas and full reinstatement and removal on completion.	Sum	1	████████	████████
2.4	Installation of a box culvert, foundation and piled retaining wall, stop-logs supply	Sum	1	£████████	████████
2.5	(This item is no longer required)	Sum	1	£0	£0
2.6	(This item is no longer required)	Sum	1	£0	£0
2.7	Construction of the baffle-brush channel fish pass (using gabion baskets and mattresses), embankments, footpath creation and surfacing, landscaping (excluding fencing) to complete works.	Sum	1	████████	████████
2.8	Planting, landform creation, landscaping reinstatement, defects correction and maintenance	Sum	1	████████	████████
2.9	Design, supply and installation of all temporary works	Sum	1	████████	████████
2.10	(This item is no longer required)	Sum	1	£0	£0
2.11	(This item is no longer required)	Sum	1	£0	£0
2.12	(This item is no longer required)	Sum	1	£0	£0
2.13	(This item is no longer required)	Sum	1	£0	£0
2.14	Groundworks phased excavation, stabilisation and pumping to complete works. Silt and discharge control measures.	Sum	1	████████	████████
2.15	(This item is no longer required)	Sum	1	£0.00	£0.00
2.16	Preparation of As-built drawings and provision of Health and Safety File, BIM documents	Sum	1	████████	████████
2.17	Set up, maintain, and demobilise suitable site welfare, security fencing and compounds.	Sum	1	£0.00	Included
2.18	Project & Site Management On-site management of the <i>works</i> to include construction season project staff inc. protective clothing. Included in Project and Site Management etc.	Sum	1	£0.00	Included

2.19	Site Accommodation and Site Services Management of the defined works to include construction season contractor staff inc. protective clothing etc.	Sum	1	£0.00	Included
2.20	Waste segregation and disposal	Sum	1		
2.21	All other services to complete the Scope e.g. groundworks materials and gravel/rock testing for acceptance; mounting of free-issue PSRA safety signs from <i>Client</i> .	Sum	1		
2.22	(This item is no longer required)	Sum	1	£0.00	£0.00
2.23	Invasive species (Him. Balsam) were noted on site. Disposal of INNS and such spoil. (Please provide price on assumption of 0.5 tonne)	Sum	1		
2.24	Contractor Construction Risk				Included as noted.
	Contractors entitled risk has been priced and proportioned throughout the pricing schedule activities. This cannot be itemised, nor can a detailed breakdown be provided.				
	Sub-total of Phase 2				

The method and rules used to compile the Price List are

Civil Engineering Standard Method of Measurement 4<sup>th</sup> edition (CESMM4) as per the Framework Price Workbook.

# Scope

## 1. Description of the works

### 1.1 Project background

This contract is for construction of a new baffle-brush fish pass channel alongside the River Wey Improvement Scheme (RWIS) Millmead Bypass Weir.

The scheme is located on the River Wey within the city of Guildford and comprises the construction of a baffle-brush fish pass on the existing Millmead weir. The River Wey is a river in Surrey, England. It is 87 miles (140 km) long, rising at two locations in Alton in Hampshire and in West Sussex near Haslemere. It runs through Surrey where it joins at Tilford, continuing north and draining into the River Thames at Weybridge. The river runs through the centre of Guildford, heading north from Godalming to Weybridge. This is the last fish pass to be constructed as part of a chain under the River Wey Weirs Project.

The Millmead weir is located on the River Wey to the immediate west of where the Dagley Lane joins the Shalford Road (A281), Guildford. The Millmead Weir is straight and spans approximately 3.5m across the channel. There are two existing sluice gates. The weir was rebuilt by the Environment Agency in 2023, The height of the weir is approximately 2.0 m.

The site is located on Millmead Island, which is bordered by the canalised River Wey on all sides (used for navigation) except for the west side, which is bordered by a flood relief channel, controlled by an Environment Agency flood management sluice gate at the RWIS Weir, alongside other third-party weirs locally in the National Trust managed navigation reach.

The island itself is a popular public park and is accessed via currently a single footbridge. The park is also accessible from the west via several footpaths from Flower Walk and permissive towpaths owned by the National Trust. Flower Walk access is privately owned, and construction traffic is resisted by the residents. The island land is owned by Guildford Borough Council. The Guildford Rowing club is located on the southern bank of River Wey. The Club have Planning approval for new facilities which may be constructed at the same time.

The river Wey is known to support a diverse coarse and salmonid fishery. The aim of this project is to build a naturalised baffle brush fish pass to improve fish passage for brown / sea trout (*Salmo trutta*), barbel (*Barbus barbus*), chub (*Leuciscus cephalus*), dace (*Leuciscus leuciscus*), roach (*Rutilus rutilus*), bream (*Abramis brama*), perch (*Perca fluviatilis*), pike (*Esox lucius*), European eel (*Anguilla anguilla*) and lamprey. The project also aims to allow for passage of Atlantic salmon (*Salmo Salar*), as it is hoped that this species will return to the river in the future.

#### 1.1.1. Specific Objectives.

- Complete construction and *Client* acceptance of the baffle-brush fish pass.
- Carry out the construction *works* maximising safety and minimising disruption to the public, river users and other landowners/occupiers.
- Propose and maximise opportunities for value and carbon reduction, recycling.
- Meeting or exceeding the requirements of the Environmental Action Plan.

### 1.2 Description of the *works*

1.2.1 The *Contractor* shall undertake the following Phase 1 – pre-construction work (item 1.1 – 1.7 on Price List), to commence upon contract award:

- Production of an Environmental Action Plan (EAP), which demonstrates how the *Contractor* will manage the *works* to avoid any negative impacts on the environment or ecology. The EAP must be submitted to the *Client* for review at least two weeks before construction work starts.
- Production of a Designer's Risk Assessment for *Contractor* led design elements as stated in section 1.3 and a Construction Phase Plan, that must be submitted to the *Client* for review at least one week before construction work starts.
- Tree-work, bird & bat mitigation measures, hard landscaping (excluding fencing).

- Pre-mobilisation project and site management
- FRAP final submission
- Highways, footpath diversions and navigations permissions

Phase 1 work shall be completed by 01/04/2025.

1.2.2 The *Contractor* shall not deliver any of the Phase 2 – construction work (item 2.1 – 2.24 on Price List), unless instructed to do so by the *Client*. The instruction, if issued and at the *Client's* discretion, will be a change in Scope, to amend this statement accordingly.

The *Contractor* shall deliver the construction of a new baffle-brush fish pass in accordance with the detailed design by AECOM (provided under Drawings) to allow fish passage upstream and downstream of the Millmead weir. The main *works* comprise:-

- Formation of a site compound and access arrangements, traffic, public safety liaison and management, footpath diversion management
- Installation piled retaining wall as an access wharf for island access.
- Construction of the baffle-brush fish pass (using gabion baskets and mattresses), embankments, footpath creation and surfacing, landscaping (excluding fencing).
- Value engineering including working methods such as re-use of excavated material, gabion pre-packing and transfer to site, locally sourced and low carbon materials & plants, specialised terrestrial and river plant, using river transport etc.

The *Contractor* shall provide the following:

- Supply and installation of all temporary works.
- Provision of welfare facilities and a compound area/site office.
- Management of the people plant interface including provision for footpath closures/diversions or traffic management as necessary.
- Demobilise and reinstate the entire *site*, including the site compound and all access routes used by the *Contractor* or any sub-contractors.
- Production of Health & Safety files and as-built drawings.
- Management and disposal of waste in accordance with the *Client's* SHEW Code of Practice.
- Liaise with the *Client* and the Principal Designer on matters relating to the delivery of the project, compliance with the CDM regulations, flood risk management, regulatory compliance, ecological stewardship and the programme.
- Hard landscaping (excluding fencing) Temporary works to do with groundworks stabilisation and pumping, if needed.

### **1.3 Contractor's design (only apply to Phase 2 work)**

1.3.1 The *Contractor* shall be responsible for designing and supplying any temporary works, including use of the upstream piling as an access wharf and river access.

### **1.4 Accommodation (only apply to Phase 2 work)**

1.4.1 The *Contractor* shall provide accommodation, services and facilities that are necessary to complete the *works*, as quantified and priced in the Framework Pricing Workbook and in accordance with the *Client's* SHEW CoP.

### **1.5 Access to the Site**

1.5.1 Prior to first entry to the site to undertake physical works, the *Contractor* shall record the condition of the site and accesses to the site through photographs and videos. These

are submitted to the *Client* for record keeping. The *Contractor* shall leave the site and accesses to the site in as good a condition as prior to first entry.

1.5.2 This is a partnership project with Guildford Borough Council and the National Trust and Guildford Rowing Club as consultees. The *Client* is liaising with these parties to formalise the agreements for construction and access in principle. There are proposals for development of the Millbrook Car Park as part of the Guildford/EA Flood Alleviation partnership Scheme.

1.5.3 Arrangements for use of the car park are to be managed by the *Contractor*. Should the *Contractor* identify alternative access arrangements that will bring value, they are to be developed by the *Contractor* and agreed with the *Client* 4 weeks in advance of the site commencement date.

## 1.6 Sharing the Site with the *Client* and Others

1.6.1 In the context of this contract, Others is defined as all stakeholders relevant to the scope of the contract. Stakeholders are:

- **The National Trust** – Owners of the Wey Navigation and towpaths, some structures and beneficiary of an Easement for weir access from Flower Walk. Provider of Licences for the Navigation which the *Contractor* is to apply for.
- **Guildford Borough Council** – Landowner of the Millmead Car Park and Millmead Island, access footbridge. They also own the siphon culvert, headworks and land upstream.
- **Guildford Rowing Club** - Owners of the club buildings and wharf to the south of the fish pass entrance in the Shalford Water Meadows. A Planning Application for a new clubhouse has been passed (16/P/00464) but has now lapsed. The build is subject to re-application and funding being found.
- **Surrey County Council** manage public footpaths.
- **Flower Walk Resident's Association** own and oversee Flower Walk as a provide street.

1.6.2 The *Contractor* shall co-operate with Others noted above as below in obtaining and providing information which they need in connection with the *works*.

- **Guildford BC** manage the Millmead island and will need access to maintain the park pedestrian bridge and continue to operate the car park areas outside of the *Contractor's* working areas safely and without damage.
- **The National Trust** will need access to maintain the Millmead Island and navigation.
- **Guildford Rowing Club** have rowing rights in the reach and continuous liaison is needed to allow this to continue safely and work cooperatively if their new building works proceed at the same time.

## 1.7 Management of the *Works*

1.7.1 The *Client* and *Contractor* administer the contract using the *Client's* contract management tools. This is currently FastDraft but may be transferred to similar systems from time to time.

1.7.2 The *Client* and *Contractor* attend the following meetings:

- Project start meeting
- weekly progress meetings from the *starting date* to the end of construction. The *Client* confirms the date and venue of these meetings. The *Client* chairs and records these meetings. The progress meetings will be held via Teams with site



accommodation provided used for separately arranged site meetings. The capacity of the accommodation to be as per the SHEW CoP. Monthly commercial meetings via Teams and if necessary, in person from the *starting date* to the end of construction. The *Client* confirms the date and venue of these meetings. The *Client* chairs and records these meetings as required.

- Site walkovers as requested by the *Client*.
- Early Warning meetings as instructed by either Party.

1.7.3 The *Contractor* shall produce a progress report and submit this with their updated programme a minimum of 2 working days ahead of the monthly progress meeting. This report:

- highlights the progress achieved since the last programme submission.
- explains any deviation from the previous programme in terms of progress and/or changes to the planned activities,
- explains what actions are being implemented to mitigate any delay,
- state the expected date when the *Contractor* forecast to complete the *works* compared to the contract Completion Date,
- details any lost days due to weather,
- summarises the latest commercial position with detail of the original Prices, the value of implemented Compensation Events, the forecast of unimplemented Compensation Events, the forecast of the Prices,
- includes site photos of progress achieved since the previous progress report.

1.7.4 Deliverables expected that would require submitting and in alignment to the Employer's Information Requirements (EIR) and an Information Delivery Plan to be developed with the *Contractor*.

## **1.8 Weather Measurements**

1.8.1 The place where weather is to be recorded is: The Met Office station at Farnborough Airport.

1.8.2 The weather measurements are to be supplied by the Met Office.

## **1.9 Quality Management (only apply to Phase 2 work)**

1.9.1 The *Contractor* shall carry out the following tests and inspections in accordance with the AECOM design documents and specifically the AECOM Addendum to Specification document RWMM-ACM-XX-XX-RP-CE-00006 and Appendices:-

- Verification of Control Stations, Levels and Setting Out
- Culvert
- Stop Logs
- Piled Retaining Wall
- Concrete to BS8500
- Open Channel
- Geotextile – testing, quality assurance and installation
- Geotextile - materials
- Stone Specification
- Commissioning
- Appendix B of MTR – Arboricultural Impact Assessment

1.9.2 The *Client* or their representative shall reserve the right to attend these tests and inspections.

1.9.3 Until the *defects date*, the *Client* shall instruct the *Contractor* to search for a defect.

1.9.4 The *Client* shall notify a defect to the *Contractor* at any time before the defects date.

1.9.5 The *Contractor* shall correct a defect whether or not the *Client* has notified it.

1.9.6 Before completion, the *Contractor* shall correct a notified defect before the end of the defect correction period. This period begins at the later of the completion and when the defect is notified.

1.9.7 The *Client* shall issue the defects certificate at the defects date if there are no notified defects, or otherwise at the earlier of:

- The end of the last defect correction period and
- The date when all notified defects have been corrected.

1.9.8 The *Contractor* and the *Client* may each propose to the other that the scope should be changed so that a defect does not have to be corrected. If the *Contractor* and the *Client* are prepared to consider the change, the *Contractor* shall submit a quotation for reduced Prices or an earlier completion date or both to the *Client* for acceptance. If the *Client* accepts the quotation, it shall change the scope, the prices and the completion date accordingly.

1.9.9 If the *Contractor* has not corrected a notified defect within its defect correction period, the *Client* shall assess the cost of having the defect corrected by other people and the *Contractor* shall pay this amount.

## **1.10 Consents, Permits and Licenses**

1.10.1 The *Client* shall obtain the necessary consents, permits, licenses and/or agreements from third parties for the permanent works. These are:-

- Planning Permission
- Environmental Licence (Flood Risk Activity Permit FRAP) Initiation (Form B10)
- Agreement in Principle for use of Millmead Car Park with Guildford Borough Council

1.10.2 The *Contractor* shall obtain the necessary consents, permits, licenses and/or agreements from third parties for the temporary works, including but not limited to:

- Environmental Licence (Flood Risk Activity Permit FRAP) Final Submission
- Any construction works related Planning Permission conditions.
- Highways, footpath diversions and navigations permissions.
- Any local authority permissions needed to carry out the *works*.

## **1.11 Health, Safety & Environment**

1.11.1 The *Client's* SHEW CoP is applicable to the *Contractor* in providing the *works*.

1.11.2 The Considerate Constructors Scheme is applicable as per the *Client's* SHEW CoP. The *Contractor* is responsible for registering the project unless otherwise instructed by the *Client*.

1.11.3 The Construction, Design & Management (CDM) Regulations are applicable to the *works*. The *Contractor* acts as *Principal Contractor*.

1.11.4 A Construction Phase Plan (CPP) shall be produced and submitted for acceptance by the *Client*. The *Contractor* shall also produce project specific risk assessments and method statements (RAMS) detailing how they will provide the *works* and submits these to the *Client* for acceptance. The *Contractor* does not commence activities until the CPP and relevant RAMS have been accepted by the *Client*. The *Client* has 10 days to respond to the CPP/RAMS submissions.

1.11.5 The *Contractor* shall develop the Environmental Action Plan (EAP) and undertake the actions within this.

## **1.12 Procurement of subcontractors**

1.12.1 In accordance with Schedule 7 Clause 2.1.3, the *contractor* shall use sustainability, quality and price criteria when selecting *subcontractors*, evidence of how this was undertaken to be retained and made available to the *Client* if required.

1.11.2 In accordance with Schedule 7 Clause 2.1.6, the *contractor* shall ensure that supply chain opportunities are inclusive and accessible to Small and medium-sized Enterprises; Voluntary, Community and Social Enterprise organisations and under-represented groups of suppliers.

1.11.3 In accordance with Schedule 7 Clause 2.1.1, the *Contractor* shall use the Contracts Finder website to advertise any sub-contracting opportunities to encourage a diverse and inclusive supply base. Within ninety (90) calendar days of awarding a sub-contract to a sub-contractor, the Delivery Partner updates the notice on Contracts Finder with details of the successful *subcontractor*.

## **1.13 Title (only apply to Phase 2 work)**

### **Marking**

1.13.1 None required.

### **Materials from Excavation and demolition**

1.13.2 The *Contractor* has title, but the selected materials from excavation are to be used to create the landform for the *works* as instructed by the *Client's* Project Manager.

## **1.14 Completion (only apply to Phase 2 work)**

1.14.1 Prior to Completion the *Contractor* shall arrange a joint inspection with the *Client*. The initial inspection shall take place a minimum of one week in advance of the Completion. Completion is achieved and certified only when the *works* have reached a stage of completion where the site is judged to be acceptable for handover and suitable and safe for its intended use. The *Client* is responsible for making their initial judgement following the joint inspection.

1.14.2 The following criteria must be met for the *works* to be certified as Complete:

- All civil construction, hard landscape construction work (excluding fencing) must be fully complete, and all construction plant, machinery and floating plant must have been removed from site.
- All excavation, earthworks, and topsoiling and hard landscaping work (excluding fencing) must be fully complete, and all construction plant, machinery and floating plant must be removed from site.
- All site perimeter security fencing, temporary works, materials storage and waste must be removed from site.
- All public open spaces must be safe for use by the public with no remaining hazards associated with construction operations.
- Successful handover of the car park to Guildford Borough Council if used for access and compound and for owners of other areas if used.
- Conduct a project handover meeting that includes the *Client*.

1.14.3 The following are absolute requirements for Completion to be certified, without these items the *Client* is unable to use the *works*:

- Provision of all information required by the Principal Designer for the Health & Safety File including but not limited to:
  - Certified As-built drawings if there have been any changes to design
  - Inspection and test results accepted as per requirements in Section 1.9 Quality Management.
  - Documentation required by the Contract and Construction Design & Management Regulations.

## 1.15 ACCOUNTS AND RECORDS

1.15.1 The *Contractor's* application for payment shall be submitted on FastDraft and supported by a breakdown of the *works* for which payment is due in the format provided in the Price List, including any implemented Compensation Events.

1.15.2 The *Contractor* shall issue invoices to the following two (2) email addresses and shall quote "Asset OMR, the relevant Framework Hub, and PO number" in the email subject line.

- [apinvoices-env-u@gov.sscl.com](mailto:apinvoices-env-u@gov.sscl.com) and
- [ea\\_invoices-pa@environment-agency.gov.uk](mailto:ea_invoices-pa@environment-agency.gov.uk)

## 1.16 SITE PROGRESS MEETINGS




















1.16.1 Frequency: Weekly

1.16.2 Location: MS Teams or Site welfare accommodation.

1.16.3 Chairperson (who will also take and distribute minutes): *Client's* Project Manager.

## 2. Drawings

Drawing Number	Revision	Title
RWMM-ACM-XX-XX-RP-CE-00007 PCI P01	P01	Health & Safety Pre-Construction Information
PCI Appendix A		Zip File - CDM Pre-Construction Information, SI Reports etc.

		 19_P_00542-FACTUAL_SITE_INVESTIGATION_REPORT-1270025  5072 04 Millmead GPR - Millmead P190220 (SR01)  5072 04 Millmead GPR - P190220-Millmead (P01) PDF Drawing  5072 04 Millmead GPR - Utility Search Report  10313_DetailedUXOTARA_River Wey_AECOM_V1.0  122409_gw_g_tpsurv.dwg  IMTH001658-JHY-BRD-MMB-DR-S-4100-A5-C01-B013-EA4-LOD4  R18-12750 Report - Final Millmead GI Ashdown  RWMM-ACM-XX-XX-RP-CE-00004 Millmead Fish Pass - Flood Risk Assessment PC  Sond Survey 111121  T11008  T11008.dwg  T11008_Defo  T11008_Defo.dwg  T11008_SS  T11008_SS.dwg  Technical Note on Design of Channel Slopes Culvert and Sheet Piles - Geotechnica  X11008  X11008.dwg
RWMM-ACM-XX-XX-RP-CE-00005	P01	Detailed Design Report (Baffle-Brush Pass)
RWMM-ACM-XX-XX-RP-CE-00006	P01	Addendum to MTR P01, Appendix A & B
RWMM-ACM-XX-XX-DR-CE-04010	P01	Millmead Fish Pass and Red Line Location Plan
RWMM-ACM-XX-XX-DR-CE-04011-P01	P01	General Arrangement
RWMM-ACM-XX-XX-DR-CE-04012-P01	P01	Channel Cross Sections
RWMM-ACM-XX-XX-DR-CE-04013-P01	P01	Channel Details
RWMM-ACM-XX-XX-DR-CE-04014-P01	P01	Culvert General Arrangement
RWMM-ACM-XX-XX-DR-CE-04015-P01	P01	Culvert & Piling Details
RWMM-ACM-XX-XX-DR-CE-04016-P01	P01	Downstream Channel Details
RWMM-ACM-XX-XX-DR-CE-04017-P01	P01	Soft Landscape Plan
RWMM-ACM-XX-XX-DR-CE-04018-P01	P01	Hard Landscape Details
EA Document	P01	Addendum to MTR Appendix A Landscape Specification
RWMM-ACM-XX-XX-RP-CE-00007 PCI P01	P01	Pre-Contract Information Document
10313_DetailedUXOTARA_River Wey_AECOM_V1.0	V1.0	Detailed UXO Assessment
Millmead Fish Bypass - TCP_001-01	P01	Tree Constraints Plan Sheet 1

Millmead Fish Bypass - TPP_003	P01	Tree Protection Plan Sheet 1
n/a	P03	Millmead Fish Bypass Arboricultural Impact Assessment September 2023 Issue
RWMM-ACM-XX-XX-RP-CE-00004	P03	Millmead Fish Pass - Flood Risk Assessment
RWMM-ACM-XX-XX-RP-LA-00001	P02	Landscape Management and Maintenance Plan
RWMM-ACM-XX-XX-RP-CE-00008	P01	Preliminary Ecological Appraisal

### 3. Specifications

Title	Date or Revision	Tick if publicly available
Environment Agency Blockage Management Guide (Gov.uk)	12/2019	yes
Latest Ciria Guidance: Culvert, screen and outfall manual - New CIRIA guidance	12/2019	yes

### 4. Constraints on how the *Contractor* Provides the Works

1. The *Contractor* shall not commence any work on the *site* until the *Client*, or their representative, has accepted the method statements and risk assessments related to this contract.

2. The *Contractor* shall prepare, for the *Client's* acceptance, the Construction Phase Plan (CPP) and the Environmental Action Plan (EAP) prior to starting the *works*.

4.1 In accordance with Clause 14.5 of the contract, all of the *Client's* actions under the contract are delegated to **TBA**. The *Contractor* shall only act upon instructions received from the *Client's* delegate.

4.2 All communications from the *Contractor* to the *Client* shall be sent to **TBA**.

#### 4.3 Protection against Damage

4.3.1 The *Contractor* shall ensure that flood embankments, access tracks, fences, hedges, structures etc. found on *site* are not damaged by their activities. Such features are fully reinstated to the satisfaction of the *Client* and the landowner/occupier within the timescales detailed in the Specification.

4.3.2 Particular attention is required when working in proximity to Armaflex and Enkamat systems, which may have exposed elements above the surface. Significant damage would be caused to assets should these elements get entangled in *Contractor's* Equipment.

4.3.3 The *Contractor* shall not commence any work on the site until the *Client*, or their representative, has accepted the Construction Phase Plan, including method statements and risk assessments ahead of each project in this contract. Acceptance will be by way of a written communication from the *Client* confirming the *Contractor* may take possession of the site from the agreed starting date.

4.3.4 The *Contractor* must allow a minimum of 2 weeks to allow the Principal Designer to review construction phase plans.

4.3.5 In order to assess the extent of work, the *Contractor* shall visit each site when pricing the work. The *Contractor* shall inform the *Client* of the time and date of each site visit before going to site.

4.3.6 The *Client* has the contractual right to access the working area as shown on the drawings. The *Contractor* shall be required to determine the suitability of the access and agree any alternative routes with the landowner should the identified routes be unsuitable.

4.3.7 Details of the routes must be included within the method statements. Access conditions may deteriorate following wet weather and the *Contractor* should assume the worst conditions when preparing his quotation.

4.3.8 Compensation will be agreed and paid by the *Client* (via its appointed land agents) to affected landowners based on the *Contractor's* programme, proposed access routes and method statements. Compensation claims incurred due to the *Contractor's* failure to comply with its programme, access routes and/or method statements will be passed on to the *Contractor*.

4.3.9 Where necessary the *Contractor* shall include for the removal and replacement of any gates, fences or hedges or any other measures necessary such as installing temporary tracks or crossings to facilitate access. The *Contractor* shall be responsible for reinstating access tracks/routes to the same conditions as encountered on arrival to the site.

4.3.10 The *Contractor* shall take all reasonable steps to avoid damage and disruption to the surrounding land, to the designated sites and associated access routes. Such land may be privately owned, commercially managed for industrial, agricultural use, or part of the local social amenities etc. Any problems with access should be reported directly to the *Client*.

4.3.11 A key, which must be returned on completion of the *works*, will be provided as necessary to allow access through the *Client's* gates.

4.3.12 If access to a site has deteriorated (e.g. due to heavy rainfall) making it difficult or impossible for the *Contractor* to access, the *Contractor* shall immediately contact the *Client*. The *Contractor* shall inform the *Client* of their intention to continue work at this site or submit a request to the *Client* that they may either postpone work or be permitted to start work at another site. If the *Contractor* decides to continue at the original site, this will be at his own risk.

4.3.13 Seven (7) working days' notice of commencement of works shall be given to the *Client*.

4.3.14 Two (2) working days' notice must be given to the *Client* in advance of completion of the *works*.

4.3.15 All accidents, near misses, dangerous occurrences and environmental incidents shall be notified to the *Client*, or their representative.



4.3.16 The *Contractor* shall be responsible for obtaining and/or registering for any necessary waste exemptions.

4.3.17 The *Client* requires twenty-four (24) hour / seven (7) days per week emergency contacts from the *Contractor* including the provision of out of hour's response if required due to theft, fire, flood and vandalism. It is expected that any emergency procedures are carried out by a competent employee of the *Contractor*.

4.3.18 The *Contractor* shall undertake an inspection and obtain pre- and post-work condition photos of any access routes that are expected to be used. This shall be made available to the *Client's* Project Manager upon request.

4.3.19 No mud or other debris to be deposited on any tarmac areas outside the site access gate, any such material to be removed immediately.

4.3.20 The *Contractor* shall ensure that any service diversions and protection measures required during the works have been arranged and agreed with the relevant Statutory Authority.

4.3.21 Un-scoped or additional projects shall be added to the package upon acceptance of the relevant Compensation Events (CE's) and revised programmes depending on *Contractor* performance and budget availability.

4.3.22 No fires may be lit on site unless expressly authorised by the *Client*.

#### **4.4 Choice of Equipment**

4.4.1 The *Contractor* shall choose the most appropriate plant to complete the *works*.

4.4.2 The *Contractor* ensures that all plant is maintained.

4.4.3 All Equipment with hydraulic systems shall use biodegradable hydraulic oil.

4.4.4 All plant traversing under overhead cables shall be fitted with a Prolec or other height limiting device.

#### **4.5 Permits**

4.5.1 Works will require the *Contractor* to obtain a Flood Risk Activity Permit from the Environment Agency where required.

4.5.2 The *Contractor* shall be responsible for obtaining the necessary Environmental Licences or Permits for Flood Risk Activities (if applicable). The *Contractor* shall ensure the permits are received a minimum of two (2) weeks prior to commencement of *works*. The *Contractor* shall be responsible for all costs associated with their permit applications. The *Client* has started the application process which will need to be transferred to the *Contractor* and finalised including submission of construction phase documents. Please be aware the Permitting process can take a minimum of eight (8) weeks from receipt of payment. This is to be discussed with *Client's* Project Manager prior to applications.

#### **4.6 Working times**

4.6.1 The *Contractor* will be permitted to work between 7.30am and 6.00pm on weekdays (Monday to Friday). In some instances, it may be deemed necessary for the *Contractor* to undertake weekend working, if required this will be limited to Saturday mornings and subject to advanced agreement with the *Client*.

#### **4.7 Site Restrictions**

4.7.1 The use of the Guildford Borough Council and documentation is to be developed and agreed with their representatives and the *Client's representatives*. The *Contractor* is to keep the loss of car parking spaces to a minimum, and gain agreement for the requirement.



4.7.2 The *Client* will if in agreement on work areas will “Serve Notice” on land used for the *works*.

4.7.3 Other restrictions apply for working in a public park (the park is a popular open space, well used in summer), using the Navigation and for public footpath diversions. Restrictions from Planning Permission or Contractor Licences or Permits to carry out the *works* will also need to be complied with.

4.8 The Environmental Action Plan shall also be complied with.

## 5. Requirements for the programme

5.1 The *Contractor* shall submit their first programme with the *Contractor's* Offer for acceptance.

5.2 The *Contractor* shall submit the programme in Adobe PDF and Microsoft Project formats.

5.3 The *Contractor* shall show on each programme submitted for acceptance:

- the *starting date* and Completion Date
- the critical path
- the dates when the *Contractor* forecasts to need first access to each part of the Site to undertake physical works
- the order and timing of the operations which the *Contractor* plans to do in order to provide the *works*
- lead in periods for materials and sub-contractors,
- the order and timing of the work of the *Client* and others required for the *Contractor* to provide the *works*,
- provisions for float, time risk allowance, mobilisation, project planning and procedures set out in the contract,
- Show baselines and critical path.

5.4 Within two (2) weeks of the *Contractor* submitting a programme for acceptance, the *Client* notifies the *Contractor* of the acceptance of the programme or the reasons for not accepting it. A reason for not accepting a programme is that:

- The *Contractor's* plans which it shows are not practicable
- It does not represent the *Contractor's* plans realistically or
- It does not comply with the Scope

5.5 If the *Client* does not notify acceptance or non-acceptance within the time allowed, the *Contractor* may notify the *Client* of that failure. If the failure continues for a further one (1) week after the *Contractor's* notification, it is treated as acceptance by the *Client* of the programme.

5.6 The *Contractor* shall show on each revised programme:

- The details in Section 5.3 above.
- The actual progress achieved on each operation and its effect upon the timing of the remaining work
- How the *Contractor* plans to deal with any delays and to correct notified Defects and

- Any other changes which the *Contractor* proposed to make to the Accepted Programme

5.7 The *Contractor* shall submit a revised programme to the *Client* for acceptance:

- Within the *period for reply* after the *Client* has instructed the *Contractor* to
- When the *Contractor* chooses to and, in any case,
- At no longer interval than stated below from the *starting date* until Completion of the whole of the *works*

From	To	Interval
<i>Starting date</i>	Completion of construction	1 month

## 6. Services and other things provided by the *Client*

Item	Date by which it will be provided
Fastdraft Access	09/12/2024
Larinier Tiles – Free Issue	01/04/2025
Brush Modules – Free Issue	01/04/2025

## Site Information

See the whole document RWMM-ACM-XX-XX-RP-CE-00007 PCI P01 Pre-Contract Information (PCI). This document and Appendix A has comprehensive information.

### The site

Description: See PCI Document Section 1 – Description of the Project.

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## Existing utilities and services

Description: See PCI Sections 1.5, 1.5.1, 1.5.2, 1.5.3.

Other information: Documents referenced in the PCI and Appendix A.

River Wey Weirs & Fish Pass Project

Project reference: ENVIMTH001658  
Project number: 60679068679068

## Appendix A – Existing Information

Filename	Description
19_P_00542-FACTUAL_SITE_INVESTIGATION_REPORT-1270025.pdf	Site investigation report
5072 04 Millmead GPR - Millmead P190220 (SR01).pdf	GPR survey
5072 04 Millmead GPR - P190220-Millmead (P01) PDF Drawing.pdf	GPR survey
5072 04 Millmead GPR - Utility Search Report.pdf	GPR survey
10313_DetailedUXOTARA_River Wey_AECOM_V1.0.pdf	UXO report
122409_gw_g_tpsurv.dwg	Topographic survey
IMTH001658-JHY-BRD-MMB-DR-S-4100-A5-C01-B013-EA4-LOD4.pdf	Drawing of footbridge at adjacent RWIS (Millmead) Weir sluice gates
R18-12750 Report - Final Millmead GI Ashdown.pdf	Ground investigation report
RWMM-ACM-XX-XX-RP-CE-00004 Millmead Fish Pass - Flood Risk Assessment P03.pdf	Flood risk assessment
Sond Survey 111121.pdf	Sonde survey for siphon
T11008.dwg	Topographic survey
T11008.pdf	Topographic survey
T11008_Defo.dwg	Topographic survey
T11008_Defo.pdf	Topographic survey
T11008_SS.dwg	Topographic survey
T11008_SS.pdf	Topographic survey
Technical Note on Design of Channel Slopes Culvert and Sheet Piles - Geotechnical.pdf	Geotechnical design note
X11008.dwg	Topographic survey
X11008.pdf	Topographic survey

## **Environmental Restrictions and Existing On-Site Risks, Soils and Ground water**

Information: See PCI Section 3. Further controls are contained in the Environmental Action Plan.

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### **Site investigation**

Report: See PCI and Appendix A Zip File.

### **Site location plans**

See drawing RWMM-ACM-XX-XX-DR-CE-04010-P01 and PCI Section 1.

### **Health and safety file**

Issue details: See requirements in PCI Section 5.

### **Access to site**

Description: See this document and PCI Section 3.1.1

Limitations: See this document and PCI Section 3.1.1

Access for inspections: See this document and PCI.

### **Use of the site**

General: See this document and PCI generally.

Limitations: See this document and PCI generally.

### **Surrounding land / building uses**

General and uses: Adjacent and nearby uses are as follows: See this document and PCI generally and Sections 2 & 3.

### **Significant Design and Construction Hazards**

General: The nature and condition of the site cannot be fully and certainly ascertained before opening up. However, the design phase and construction hazards are detailed in Section 3 and 4 of the PCI. (For section 3 contents see a previous section).

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Information: The accuracy and sufficiency of this information is not guaranteed. Although there is a significant amount of information available, (including a partial site GPR and culvert sonde surveys) to comply with CDM Regulations and SHEW CoP a set of services searches less than 3 months old must be provided by the *Client*. This is to be arranged in liaison with the *Contractor*.

Site staff: Draw to the attention of all personnel working on the site the nature of any possible contamination or invasive species and the need to take appropriate precautionary measures.

## Proposed sub-contractors

	Name and address of proposed subcontractor	Nature and extent of work
1.	Hunton Engineering West Street, Hunton Form of Contract: NEC4	Supply of permanent stop logs
2.	Onsite Horton Road, West Drayton Form of Contract: NEC4	Design and supply of temporary works
3.	   Form of Contract:	