

## **1 Introduction**

This Information Memorandum (IM):

- describes the opportunity and key objectives of this Framework;
- provides the market with the key information needed to inform a decision on whether to express an interest in tendering for the Framework;
- allows the market to identify the resources and skills they may need to bid for the Framework;
- sets the context for the procurement;

This briefing note is provided for information purposes only and does not form any part of the contract documentation. Highways England reserves the right to modify any aspect of the detail provided herein.

## **2 Context for the Procurement**

The Asset Delivery model was launched in 2016 with the goal of helping Highways England improve the quality and flexibility of a range of services and drive efficiencies required to meet both affordability constraints and providing better customer service and a more resilient network but at a lower cost.

The Asset Delivery model is intended to enable Highways England to achieve these goals by facilitating:

- Better asset interventions that is based on quality and more complete asset data
- Long-term work-planning, that considers whole life cost
- Providing a more effective and efficient contractor management
- Enables flexible responses to emerging challenges

Asset Delivery involves the Scheme Delivery Framework (SDF) which will be a framework of specialists to deliver construction works, including renewal and improvement schemes and emergency repair. The SDF will include a design services consultancy Band that will take briefs from the Client and produce detailed packages of work, including repairing and reinstating the network after incidents, where necessary.

## **3 Strategic Benefits**

The strategic outcomes and benefits that Asset Delivery will help to deliver are:

- Highways England directly controlling and managing all high reputational risks and customer impacts

- Opportunities to develop collaborative behaviours with tier 2 and 3 suppliers working directly with Highways England
- Greater understanding of asset data with a flexible performance regime based on improved intelligence about assets and how they behave
- Improved customer interfaces with Highways England directly managing correspondence with customers, building better knowledge of their needs
- Delivery of transformational change, demonstrating Highways England as a 'hands on' value adding organisation
- Highways England building transparent costs with which suppliers can be challenged providing benchmarking opportunities across supply chain.

#### **4 Health, Safety and Wellbeing**

Home Safe and Well is Highways England's approach to health, safety and wellbeing improvement. Our vision of 'No-one should be harmed when travelling or working on the strategic road network' is summed up in this simple phrase;

*'We all want and need, to get home every day to the people we love and for the things that we love doing.'*

The approach is inclusive and aimed at customers, employees and supply chain with a focus on ownership and outcomes. Together, we will:

- Build a positive health, safety and wellbeing culture
- Promote greater ownership
- Embrace innovation, and
- Place more importance on health and wellbeing

More detail on all this is in our approach entitled "Home Safe and Well". You can read this in full:

<http://assets.highwaysengland.co.uk/about-us/Home+Safe+and+Well+Strategy+2019.pdf>

#### **5 Outline Scope of services**

Highways England continues to roll out the Asset Delivery model to its operational areas. There is a requirement to deliver a range of renewal, improvement and selected small scheme construction works on the Strategic Road Network in areas utilising specialist contractors working collaboratively with Highways England to deliver these works. It is envisaged that this framework will straddle two Road Investment Strategy (RIS) periods (RIS 2 and RIS 3) enabling a smooth transition between them. Works for schemes have been divided into a number of lots that align with the contractors' specialisms and will include design. Bandings have been introduced into the framework model that group together Lots to be able to differentiate some contract variances between bands.

- **Band A**  
General Civil Engineering
- **Band B**  
Temporary Traffic Management  
Road Restraint Systems  
Drainage
- **Band C**  
Landscape and Ecology  
Road Markings  
Road Lighting and Electrical Works  
Structures Waterproofing and Expansion Joints  
Technology  
Structures Structural Services and Concrete Repairs  
Cathodic Protection  
Tunnels
- **Band D**  
Design Services

Participants should note that the full Scope will continue to be reviewed and refined beyond issue of this briefing note.

## **6 Geographical Lots**

To take account of the type, value, and complexity of works and to complement the approach of using Bands as described in section 5, geographical lots will be used to:

- Ensure that Highways England can contract with a range of organisations in size
- Reduce the risk that positions on the framework are awarded to a small pool of suppliers
- Allow HE to package areas / regions that may not be attractive economically to ensure that we can achieve value for money across the network and not just the most attractive areas
- Allow opportunities for organisations that may have a smaller geographical reach

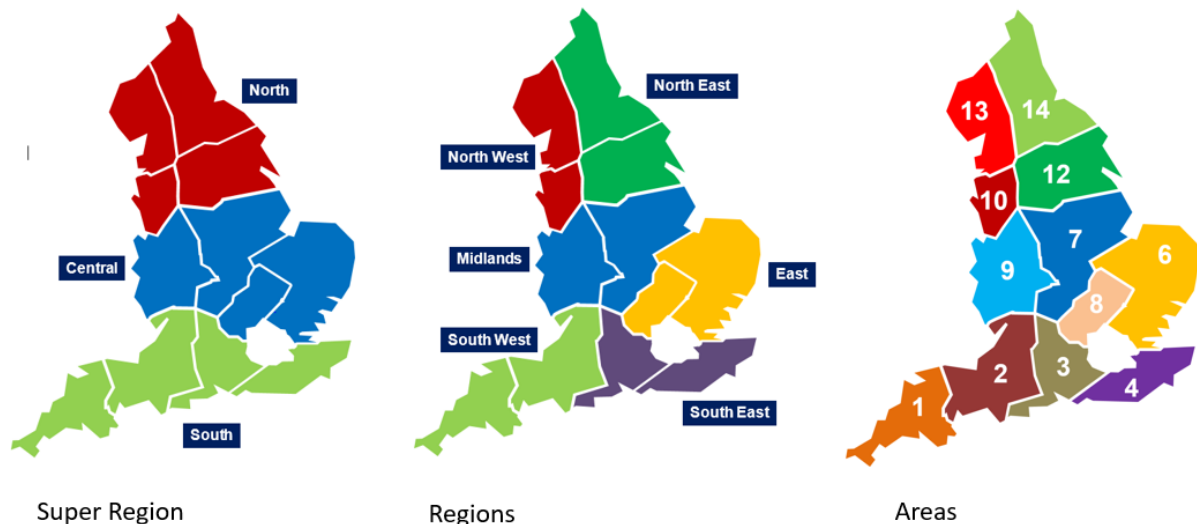
Therefore, it is proposed to introduce geographical lots based upon the Bands. These lots will be based upon existing Highways England areas and regions and will be developed with due regard for market share and potential value. The geographical lots will be based upon:

- A super region which is two regions together. It is recommended that the super region is termed South (South East and South West regions),

Central (Midlands and East), and North (North-East and North-West regions).

- Existing regions of North East, North west, Midlands, East, South East and South West.
- Existing Areas 1,2,3,4,6,7,8,9,10,12,13, and14.

The diagram below shows the proposed geographical lots, additional details will be provided at a later date. These may be subject to change.



## 7 Form of Contract

The SDF is likely to be based upon the [NEC4](#) Engineering & Construction Contract (ECC) and Professional Services Contract (PSC) with amendments required by Highways England to meet public sector procurement rules and specific requirements for the service being procured.

The framework is expected to straddle both RIS 2 and RIS 3 period.

## 8 Community & Collaboration

The SDF contractors and consultants will be members of the regional Asset Delivery Communities.

The Community aspires to have collaborative relationships.

- that delivers practical and measurable benefits to the service
- that delivers Highways England's vision across the region and
- that supports delivery even where there may not be a direct contractual relationship.

## 9 Performance Management

The contract will be subject to performance management, measured using the Collaborative Performance Framework (CPF).

## 10 Indicative Timescales

Item	Activity	Indicative Date
1	Issue Selection Questionnaire (SQ) Documents	15/06/2020
2	Selection Questionnaire submission deadline	24/07/2020
3	Invitation to Tender	16/10/2020
4	Tender submission deadline	17/12/2020
5	Issue Award letter	07/09/2021
6	Mobilisation Period	08/09/2021- 30/11/2021
7	Access date	30/11/2021

Highways England reserves the right to modify any aspect of the timetable.

## 11 Market Engagement

Highways England will be hosting market engagement activities to support the design of the procurement strategy for Scheme Delivery Framework (SDF). Expressions of interest in joining engagement activities are invited from all levels of the supply chain from Tier 1 suppliers to SME's and an email notification will be issued with further details. Interested suppliers are requested to email, providing full names and contact details to [Procurement\\_SDF@highwaysengland.co.uk](mailto:Procurement_SDF@highwaysengland.co.uk) no later than 30th April 2020.

Further detail will be issued to confirm how the engagement will take place, given the countries current situation of social distancing, this may take the form of webinars, Skype calls or similar.