



Crown  
Commercial  
Service

# **CONSTRUCTION PROFESSIONAL SERVICES (RM6165)**

## **SPECIFICATION**

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## 1. Introduction

- 1.1. This Specification describes the technical requirements for the services that the *Supplier Alliance Member* will be required to comply with for all Project Contracts awarded under the *CCS Construction Professional Services Framework Alliance Contract* (Framework Contract) including, as applicable, each Lot.
- 1.2. This Specification is part of the Framework Brief. The precedence of the Framework Documents is set out in the FAC-1 Framework Alliance Contract, Contract Terms paragraph 1.5.
- 1.3. This Specification is broad in its approach to enable application across each of the Lots.
- 1.4. Please note the requirements set out in this Specification are not exhaustive. The specific requirements may be refined by the *Client* or *Additional Client* to reflect the specific requirements for each Project Contract (to the extent permitted and set out in the Framework) that will be detailed at Project Contract stage.
- 1.5. The Success Measures and Targets are set out in Schedule 1, Part 2 of the *CCS Construction Professional Services Framework Alliance Contract*.

## 2. Specification Requirements

- 2.1. The *Supplier Alliance Member* shall provide the services in accordance with the requirements set out in this document and associated annexes, within the scope of each relevant Lot to which they are appointed, and as may be further required under any subsequent specific Project Contract.
- 2.2. Specialist requirements for Project Contracts will be specified by *Additional Clients*. For example, such specialist requirements may include, but are not limited to:
  - 2.2.1. specific security clearances,
  - 2.2.2. sector specific requirements and/or experience; and
  - 2.2.3. Standards for the services specific to the Project Contract.
- 2.3. The *CCS Construction Professional Services Framework Alliance Contract* is/will be complemented by a suite of other CCS commercial agreements for related supplies and services (e.g. Construction Works and Associated Services, Modular Building Solutions, Building Materials and Equipment etc.) that will collectively enable *Additional Clients* to effectively manage the full life cycle requirements of their built asset and associated strategies on the basis of whole life value considerations.
- 2.4. The *Supplier Alliance Member* may be required to consult and/or work with suppliers appointed to the other commercial agreements as may be further detailed in the specific Project Contract, to enable decisions to be informed on the basis of whole life value and to enable the coordination of full (or part) life-cycle requirements.
- 2.5. The scope of services required and the procurement route will be specified at Project Contract stage. Indicative services per Lot are outlined below.

- 2.6. Procurement routes available across all Lots under the *CCS Construction Professional Services Framework Alliance Contract* can be found in Annex B (Procurement Routes)
- 2.7. Project and Service Descriptors
- 2.7.1. The services provided by the Supplier Alliance Member will support the Client and/or Additional Clients in the delivery of the indicative types of construction projects/ programmes as indicated in Annex A (Project types).
  - 2.7.2. The existing estate and new build / refurbishments / extensions / alterations / maintenance requirements etc. within the Additional Clients estates may vary widely, and is likely to range from historic buildings, structures and infrastructure through to modern 'state of the art' buildings, structures and infrastructure. .
  - 2.7.3. The scope required for each project or programme will be specified at Project Contract stage. The indicative service types that can be accessed through the *CCS Construction Professional Services Framework Alliance Contract* are listed below. Please note the list is not exhaustive and does not limit the requirements that may be procured.
  - 2.7.4. Lots are structured with the flexibility to enable Additional Clients to appoint Supplier Alliance Members to provide multidisciplinary teams and services as well as single service appointments from any or all Lots.

## Lot 1 – Built Environment & General Infrastructure

### 1. Scope

A *Supplier Alliance Member* in Lot 1 under the Framework Contract shall provide access to a range of industry expert construction professional services at discrete delivery stages, from inception to completion, to support a variety of projects and commissions as outlined in Annex A (Project types) at locations throughout the UK.

### 2. Services

Typical services may include, but are not limited to;

- Architectural Design & Advisory Services (Buildings, Interior and Outdoor);
- Architectural Feasibility Studies, Planning, Mapping, Due Diligence, Option Appraisal, Heritage;
- Civil, Electrical, Mechanical and Structural Engineering;
- Building Surveys & Facilities Condition Assessments;
- Building Services Engineering;
- Building Envelope & Façade Engineering;
- Principal Designer (CDM 2015);
- CDM Coordination (CDM 2015);
- Health and Safety Advice;
- Digital Design Services, Building Information Modelling (BIM) , Advanced Modelling , Visualisation & Analytics;
- Urban Development, Landscape Architecture , Master planning & Development, Site Analysis, Relocation, Public Consultations , Option appraisal & Sustainability Consulting;
- Site & Land Surveying investigations and reports;
- Project and Programme management;
- Site and Works Supervision & Construction management;
- Technical author services, Business case development, Delivery and Contracting Strategies advisory services;
- Commercial and Procurement Consultancy/management
- Project Auditing, Value Engineering , Risk Analysis , Whole Life Costing , Quality Management;
- Project Planning & Master Scheduling;
- Perform the role of Project Manager under an NEC contract / Clerk Of Works;
- Policy & Advisory Services (Advising on adjudications, arbitration or litigation);

- Cost consulting, Quantity Surveying and Cost Estimating;
- Project / Programme Controls & Change Management;
- Risk & Quality Management;
- Pre & Post-contract Cost Management and Final Account Settlement;
- Claims Avoidance & Dispute Resolution advisory services;
- Environmental engineering consultancy & due diligence;
- Acoustic, Water, Land, Air, Vibration, Atmosphere, Ecology and Biodiversity Advisory Services;
- Environmental & Social Impact Planning, protection & Monitoring;
- Environmental Assessments (BREEAM);
- Environmental Hazard / Risk Assessment & Mitigation planning;
- Seismic, Surface, Marine, Topographical, Archaeological, Geotechnical, Contamination environmental Technical Services;
- Flood & Fire Prevention (Fire Engineering) and Risk Assessment;
- Asbestos & Hazardous Materials advisory services;
- Sustainability, Carbon management , Energy Management / Efficiency services, Climate change Adaptation advisory services;

### 3 Service Disciplines

To provide the wide range of services and activities under Lot 1 the *Supplier Alliance Member* will need to provide suitably qualified Personnel with a range of experience. The *Supplier Alliance Member* shall offer the Core Disciplines (to be called off in full or in part by the Additional Client) as outlined below, to the required standards.

### 4 Core Disciplines

Core Disciplines shall comprise:

- Project Manager (Expected duties including governance, planning, project controls, procurement and contract administration);
- Cost Consultant;
- Health & Safety Advisor;
- BIM / Digital Information Manager;
- Architect;
- Mechanical Engineer;
- Electrical Engineer;
- Structural Engineer;
- Civil Engineer;
- Building Services Engineer;

This list is not exhaustive and *Additional Clients* will be clear in their Project Contracts what set of Services and Disciplines they require.



## Lot 2 - Urban Regeneration

### 1. Scope

A *Supplier Alliance Member* in Lot 2 under the Framework Contract shall provide access to a range of industry expert Urban Regeneration Technical Services at discrete delivery stages, from inception to completion, to support a variety of projects and commissions as outlined in Annex A (Project types) at locations throughout the UK.

### 2. Services

Typical services may include, but are not limited to;

- Project & Programme Management;
- Urban Development Consultancy;
- Town Planning and Monitoring;
- Feasibility & Sustainability Studies;
- SMART & Digital Cities Consultancy;
- Sustainability Consultancy;
- Option Evaluations and Assessments;
- Public Consultations, Appeals and Enquiries;
- Heritage Services;
- Economic Viability and Development Consultancy;
- Property Management and Building Services;
- Due Diligence and Regulatory Compliance;
- Risk Management;
- Health & Safety Consultancy;
- Commercial & Cost Consultancy;
- Architectural design & Advisory services;
- Landscape Architecture;
- Archaeological & Site Analysis services.

### 3. Service Disciplines

To provide the wide range of services and activities under Lot 2 the *Supplier Alliance Member* will need to provide suitably qualified Personnel with a range of experience. The *Supplier Alliance Member* shall offer the Core Disciplines (to be called off in full or in part by the customer) as outlined below to the required standards.

#### 4. Core Disciplines

Core Disciplines shall comprise:

- Project Manager (Expected duties including governance, planning, project controls, procurement and contract administration);
- Cost Consultant;
- Health and Safety Advisor;
- BIM / Digital Information Manager;
- Architect;
- Town Planner;
- Environmental & Sustainability Advisor;
- Landscape Architect;
- Risk Manager;
- Building Services Engineer;

This list is not exhaustive and *Additional Clients* will be clear in their Project Contracts what set of Services and Disciplines they require.

## Lot 3 – International

### 1. Scope

A *Supplier Alliance Member* in Lot 3 under the Framework Contract shall provide access to a range of industry expert Construction Professional Services at discrete delivery stages, from inception to completion, to support a variety of Projects and commissions as outlined in Annex A (Project types) in locations world-wide for Clients including, but not limited to, the Ministry of Defence (MOD) and the Foreign, Commonwealth and Development Office (FCDO).

In addition to supporting overseas projects & programmes the *Supplier Alliance member* will be expected to have the capability to undertake tasks in the UK in support of the overseas requirements.

#### *Ministry of Defence (MOD)*

Indicative MOD projects under this Lot may include design and construction of Offices, Warehouses, Jetties, Airfields, Civil Infrastructure works, Accommodation and occasional work on Nuclear Infrastructure. The scale and complexity of the requirement necessitates that the *Supplier Alliance member* manages its supply chain in order to deliver partnering/collaborative arrangements across a very large geographical area. Many Defence Infrastructure Organisation (DIO) projects will require some Personnel from the *Supplier Alliance Member* to have higher levels of Personnel Security clearance e.g. Developed Vetting (DV).

The location of establishments and areas/facilities include but are not limited to the following;

- Cyprus;
- Gibraltar;
- Falkland Islands;
- Ascension Islands;
- Kenya;
- Singapore;
- Brunei;
- Belize;
- Norway;
- Canada;
- Broader Middle East;
- Other Operational Theatres / Military Works Areas.

### *Foreign, Commonwealth & Development Office (FCDO)*

The FCDO estate is a unique and highly diverse public asset with over 5,900 properties, primarily overseas. The diplomatic estate exists because the UK needs overseas buildings to act as a secure and long-term base for our international diplomacy and for the Government's overseas operations more generally. The FCDO operates in 274 overseas Posts with a combined asset value of c£2.4 billion, covering 168 countries, Territories and Overseas Territories.

FCDO must ensure that the estate is fit for purpose and offers value for money to the British taxpayer. The FCDO are responsible for protecting staff (and their families) and information, and for keeping the buildings safe. The FCDO also provides the overseas estates platform for other UK Government Departments (known as the One HMG platform).

The FCDO delivers a variety of infrastructure projects for Embassies, High Commissions, Ambassador's Residences and staff accommodation. These include (but are not limited to);

- Small scale projects – e.g. Installation of solar panels, compound wall reconstructions, seismic strengthening works, construction of new guardhouses and the lifecycle replacement works; through to
- Larger scale projects - e.g. Fit out of office space in landlord owned buildings (including in high rise), remodelling and refurbishment of historic buildings; and new builds;
- FCDO also delivers Aid Programmes in Overseas locations.

Key considerations when delivering projects for FCDO are:

- The FCDO has a Design Guide which sets out the specifications and design principles to be followed for the estate
- The FCDO will often need to deliver to UK Standards, for example in Health and Safety and fire protection, and this can be challenging when using in-country supply chain partners.
- Many FCDO projects will require some Personnel from the *Supplier Alliance Member* to have higher levels of Personnel Security clearance, for example Developed Vetting (DV).
- Many FCDO projects will require the *Supplier Alliance Member* to be able to hold and exchange information at the higher security classifications i.e.

above Official. *Supplier Alliance Members* working on these projects will need to have systems that will allow the secure, timely and efficient sharing of information at these higher levels.

- FCDO projects often require engagement of locally based professional services advice to support with understanding local regulations, local planning etc.
- The *Supplier Alliance Member* may already have an international network which they can utilise and/or formal partnership arrangements with other organisations. Alternatively they will be expected to engage local professional services when it is required.

## 2 Services

Services are required to support delivery of projects through all stages of the life cycle including: master planning, feasibility studies, design development, procurement, construction supervision & contract administration, handover and defects liability period.

Typical Services may include, but are not limited to;

- Architectural Design & Advisory services (Buildings, Interior and Outdoor);
- Advice on securing planning permission and working with historic buildings;
- Architectural Feasibility studies, Planning, Mapping, Due Diligence, Option appraisal, Heritage;
- Civil & Structural Engineering;
- Electrical, Mechanical and Plumbing Engineering;
- Seismic Engineering;
- Blast Engineering;
- Building Surveys & Facilities Condition Assessments;
- Building Services Engineering;
- Building Envelope & Façade Engineering;
- Principal Designer (CDM 2015);
- CDM Coordination (CDM 2015);
- Health and safety advice;
- Digital Design Services, Building Information Modelling (BIM) , Advanced Modelling , Visualisation & Analytics;
- Urban Development, Landscape Architecture , Master planning & Development, Site Analysis, Relocation, Public Consultations , Option appraisal & Sustainability Consulting;
- Site & Land Surveying investigations and reports;
- Project and Programme management;

- Site and Works Supervision & Construction management;
- Technical author services, Business case development, Delivery and Contracting Strategies advisory services;
- Commercial and Procurement Consultancy/management;
- Project Auditing, Value Engineering , Risk Analysis , Whole Life Costing , Quality Management;
- Project Planning & Master Scheduling;
- Perform the role of Project Manager under an NEC contract;
- Clerk Of Works;
- Policy & Advisory Services (Advising on adjudications, arbitration or litigation);
- Cost consulting, Quantity Surveying and Cost Estimating;
- Project / Programme Controls & Change Management;
- Risk & Quality Management;
- Pre & Post-contract Cost Management and Final Account Settlement;
- Claims Avoidance & Dispute Resolution advisory services;
- Environmental engineering consultancy & due diligence;
- Acoustic, Water, Land, Air, Vibration, Atmosphere, Ecology and biodiversity advisory services;
- Environmental & Social Impact Planning, protection & Monitoring;
- Environmental Assessments (BREEAM, LEED or other international equivalent);
- Environmental Hazard / Risk Assessment & Mitigation planning
- Seismic, Surface, Marine, Topographical, Archaeological, Geotechnical, Contamination environmental Technical Services;
- Flood & Fire Prevention (Fire Engineering) and Risk Assessment
- Asbestos & Hazardous Materials advisory services;
- Sustainability, Carbon management, Energy Management / Efficiency services, Climate change Adaptation advisory services.

### 3 Service Disciplines

To provide the wide range of services and activities under Lot 3 the *Supplier Alliance Member* will need to provide suitably qualified Personnel with a range of experience. The *Supplier Alliance Member* shall offer the Core Disciplines (to be called off full or in part by the Additional Client) as outlined in the section below to the required standards

### 4 Core Disciplines

Core Disciplines shall comprise:

- Project Manager (Expected duties including governance, planning, project controls, procurement and contract administration);
- Cost Consultant;
- Architect and Design Lead;
- Civil and Structural Engineer;
- Mechanical, Electrical & Plumbing (MEP) Engineer;
- Principal Designer.

Under this Lot it is expected that all Project Managers and Cost Consultants will be NEC3 or 4 Accredited Project Managers under the Institution of Civil Engineers qualification.

This list is not exhaustive and *Additional Clients* will be clear in their Project Contracts what set of Services and Disciplines they require.

## Lot 4 – High Rise

### 1. Scope

A *Supplier Alliance Member* in Lot 4 under the Framework Contract shall provide access to a range of industry expert construction professional services at discrete delivery stages, from inception to completion, to support a variety of projects and commissions as outlined in Annex A (Project Types) at locations throughout the UK. At the heart of this Lot is the assured safety of all occupants of high rise buildings.

*Additional Clients* are advised to use Lot 4 for high rise buildings that meet the objectives of the Building Safety Bill and subsequent Act of Parliament, which includes, but is not limited to, the following criteria:

- The number of storeys means occupants need to use a lift to reach their destination; or
- The height of a building is beyond the reach of available fire-fighting equipment; or
- The height of a building can have a serious impact on evacuation; or
- The building is over 18m high.

### 2. Services

The services required under Lot 4 shall be compliant with the Building Safety Charter and *Supplier Alliance Members* shall abide by all statutory Building Safety legislation that may be enacted before commencement or during the duration of this Framework Alliance Contract.

*Supplier Alliance Members* shall support the competence and compliance of the statutory duty holders of Principal Designer, Principal Contractor and Building Safety Manager in the design, construction and operation of high rise buildings through compliance with the publicly available specifications for these roles.

*Supplier Alliance Members* shall be required to provide a digital process to ensure the 'golden thread' of information through the planning, construction and operational gateways to the satisfaction of the Building Safety Regulator.

Typical services may include, but are not limited to;



- Project & Programme Management;
- Commercial / Procurement Consultancy;
- Building Information Consultancy;
- Building Engineering Consultancy;
- Fire Engineering Consultancy;
- Fire Risk Assessment Consultancy;
- Fire Safety Enforcement Consultancy;
- Building Standards Consultancy;
- Building Design;
- Building Safety Consultancy;
- Building Site Supervisors;
- Geotechnical Consultancy;
- Seismic Engineering;
- Façade engineering;
- Wind Engineering;
- Building Services Engineering;
- Vertical transportation Consultancy;

### 3. Service Disciplines

To provide the wide range of services and activities under Lot 4 the *Supplier Alliance Member* will need to provide suitably qualified Personnel with a range of experience. The *Supplier Alliance Member* shall offer the Core Disciplines (to be called off full or in part by the *Additional Client*) as outlined in the section below to the required standards

### 4. Core Disciplines

Core Disciplines shall comprise:

- Project Manager (Expected duties including governance, planning, project controls, procurement and contract administration);
- Cost Consultant;
- Health and Safety Advisor;
- BIM / Digital Information Manager;
- Structural Engineer;
- Fire Engineer;
- Fire Risk Assessor;
- Building Services Engineer;
- Civil Engineer;

- Electrical Engineer;
- Architect;

This list is not exhaustive and *Additional Clients* will be clear in their Project Contracts what set of Services and Disciplines they require.

## Lot 5 – Defence

### 1. Scope

A *Supplier Alliance Member* in Lot 5 under the Framework Contract shall provide access to a range of industry expert construction professional services at discrete delivery stages, from inception to completion, to support a variety of projects and commissions as outlined in Annex A (Project types) including those of a sensitive nature, at locations throughout the UK.

Under this Lot, work may be carried out at *Additional Clients* establishments that have stringent security regulations in place regarding access to such establishments and access to classified data and materials. A *Supplier Alliance Member* in Lot 5 under the Agreement shall provide suitably security-cleared staff and have policies, protocols and procedures in place that satisfy the *Additional Clients* security requirements.

### 2. Services

Typical services may include, but are not limited to;

- Architectural design & Advisory services (Buildings, Interior and Outdoor);
- Architectural Feasibility studies, Planning, Mapping, Due Diligence, Option appraisal, Heritage;
- Civil, Electrical, Mechanical and Structural Engineering;
- Building Surveys & Facilities Condition Assessments;
- Building Services Engineering;
- Building Envelope & Façade Engineering;
- Principal Designer (CDM 2015);
- CDM Coordination (CDM 2015);
- Health and safety advice;
- Digital Design Services, Building Information Modelling (BIM),, Advanced Modelling , Visualisation & Analytics;
- Urban Development, Landscape Architecture , Master planning & Development, Site Analysis, Relocation, Public Consultations , Option appraisal & Sustainability Consulting;
- Site & Land Surveying investigations and reports;
- Project and Programme management;
- Site and Works Supervision & Construction management;
- Technical author services, Business case development, Delivery and Contracting Strategies advisory services;
- Commercial and Procurement Consultancy/management;

- Project Auditing, Value Engineering , Risk Analysis , Whole Life Costing , Quality Management;
- Project Planning & Master Scheduling;
- Perform the role of Project Manager under an NEC contract / Clerk Of Works;
- Policy & Advisory Services (Advising on adjudications, arbitration or litigation);
- Cost consulting, Quantity Surveying and Cost Estimating;
- Project / Programme Controls & Change Management;
- Risk & quality Management;
- Pre & Post-contract Cost Management and Final Account Settlement;
- Claims Avoidance & Dispute Resolution advisory services;
- Environmental engineering consultancy & due diligence;
- Acoustic, Water, Land, Air, Vibration, Atmosphere, Ecology and biodiversity advisory services;
- Environmental & Social Impact Planning, protection & Monitoring;
- Environmental Assessments (BREEAM);
- Environmental Hazard / Risk Assessment & Mitigation planning;
- Seismic, Surface, Marine, Topographical, Archaeological, Geotechnical, Contamination environmental Technical Services;
- Flood & Fire Prevention (Fire Engineering) and Risk Assessment;
- Asbestos & Hazardous Materials advisory services (Including Unexploded Ordnance);
- Sustainability, Carbon management , Energy Management / Efficiency services, Climate change Adaptation advisory services;

### 3. Service Disciplines

To provide the wide range of services and activities under Lot 5 the *Supplier Alliance Member* will need to provide suitably qualified Personnel with a range of experience. The *Supplier Alliance Member* shall offer the Core Disciplines (to be called off full or in part by the *Additional Client*) as outlined in the section below to the required standards.

### 4. Core Disciplines

Core Disciplines shall comprise:

- Project Manager (Expected duties including governance, planning, project controls, procurement and contract administration);
- Cost Consultant;
- Health & Safety Advisor;
- BIM / Digital Information Manager;

- Architect;
- Mechanical Engineer;
- Electrical Engineer;
- Structural Engineer;
- Civil Engineer;
- Building Services Engineer;
- Ecologist or Environmental Manager;
- Sustainability Professional;
- Town Planner;
- Risk Manager.

This list is not exhaustive and *Additional Clients* will be clear in their Project Contracts what set of Services and Disciplines they require.

## Lot 6 – Environmental & Sustainability Technical Services

### 1. Scope

A *Supplier Alliance Member* in Lot 6 under the Framework Contract shall provide access to a range of industry expert Environmental & Sustainability Technical Services (including Waste Management, Carbon Management advice and 'Net Zero-ready' solutions) at discrete delivery stages, from inception to completion, to support a variety of projects and commissions as outlined in Annex A (Project types) at locations throughout the UK.

### 2. Services

Typical Services may include, but are not limited to;

- Environmental Engineering, Planning, Modelling and Monitoring;
- Environmental Strategy and Policy Advice;
- Feasibility Studies and Planning / Monitoring Services (including BREEAM);
- Due Diligence and Regulatory Compliance Advice;
- Environmental/ Social Impact Assessments, Transformation and Mitigation Advice;
- Heritage impact assessments;
- Supporting Environmental permits, consents and implementation;
- Environmental Hazards and Risk Assessments;
- Sustainability, Carbon and Waste Management Advice;
- Climate Adaptation Advice;
- SMART & Digital Cities Consultancy;
- Energy Management and Efficiency advice;
- Hazardous Materials advice;
- Decommissioning, Contaminated Land and Remediation Advice;
- Air, Water and Noise Quality and Pollution Control;
- Flood risk assessments;
- Ground investigations;
- Ecological, Biodiversity surveys and advice (including 'Net Gain' and Natural Capital).

### 3. Service Disciplines

To provide the wide range of services and activities under Lot 6 the *Supplier Alliance Member* will need to provide suitably qualified Personnel with a range of experience in accordance with the following Professional Grade Definitions;

- Senior Director Consultant or Engineer;
- Director level Consultant or Engineer;
- Principal / Associate Director Level Consultant or Engineer;
- Senior Professional level Consultant or Engineer;
- Professional level Consultant or Engineer;
- Senior Technician level Consultant or Engineer;
- Technician/Graduate level Consultant or Engineer;
- Administration.

This list is not exhaustive and *Additional Clients* will be clear in their Project Contracts what set of Services and Disciplines they require.

### 3. Standards

- 3.1. The *Supplier Alliance Member* shall at all times for the duration of this Framework Contract, and the term of any individual Project Contract, comply with the relevant standards for the scope of the services required which from time to time may change, including but not limited to, the following:
- 3.1.1. A Quality Management System supported by the International Organisation for Standardisation ISO 9001 Quality Management System, or the current European Foundation for Quality Management (EFQM) Excellence Model criteria or equivalent;
  - 3.1.2. An Environmental Management System supported by the International Organisation for Standardisation ISO 14001 Environmental Management System or equivalent;
  - 3.1.3. Cyber Essential Scheme requirements (see Section 15 Cyber Essentials below) which can be located at; <https://www.gov.uk/government/publications/cyber-essentials-schemeoverview>, and;
  - 3.1.4. A Business Continuity Plan and Crisis Management Plan in accordance with the principles and operation of ISO22301 and ISO22313 and any new or emergent or updated relevant standards.
- 3.2. Building Regulations and Fire Safety for Buildings over 18m tall
- 3.2.1 The *Supplier Alliance Member* shall ensure that their services meet any findings and recommendations, as required by the Project Brief, identified by the independent review of Building Regulations and Fire Safety.
  - 3.2.2 The *Supplier Alliance Member* and its supply chain are expected to be familiar with the Dame Judith Hackitt report – “Building a Safer Future” - and the subsequent Competence Steering Group paper “Setting the Bar - A New Competence Regime for Building a Safer Future”. *Supplier Alliance Members* should be able to deploy the themes of fire safety intent and audit and the information data ‘Golden Thread’ (collecting materials safety data throughout the project, ensuring it is validated and provides a full audit of signed off systems and details for issue at the end of a project – see also Government Soft Landings (GSL) at Section 33 and Building Information Modelling (BIM) at Section 34 below).
  - 3.2.3 *Additional Clients* are advised to use Lot 4 for services related to High Rise buildings (defined as any building that is 18m or more in height).



## 4. Legislation and Client and Additional Client Processes and Procedures

- 4.1 The *Supplier Alliance Member* shall ensure that their services are at all times compliant with the Law of the United Kingdom, as applicable to the jurisdiction applicable to the Project Contract.
- 4.2 Such compliance shall include all relevant primary and secondary legislation relevant to the Framework Contract Documents and Project Contract.
- 4.3 The Supplier Alliance Member shall support the Client and Additional Clients in ensuring compliance with all regulations, including the implementation of any relevant procedures.
- 4.4 The *Supplier Alliance Member* will follow industry best practice to deliver the Project Contract along the principles typically set out in APM Body of Knowledge (BOK) 7 methodology throughout the RIBA 2020 Plan of work stages.

## 5. Existing Facilities

- 5.1. Working in Existing Assets and Facilities
- 5.2. Unless stated otherwise in the Project Brief, the responsibility for the maintenance of the existing building and infrastructure rests with the *Additional Client*.
- 5.3. Where stated in the Project Brief, the *Supplier Alliance Member* may be requested to manage a supplier appointed by the *Client* or *Additional Client* for the maintenance of the existing building and infrastructure services for the period set out in the Project Brief. In any such circumstances the *Supplier Alliance Member* shall act as the Principal Designer under the Construction (Design & Management) Regulations 2015 (CDM 2015 Regulations).
- 5.4. The *Supplier Alliance Member* shall take all reasonable measures to prevent damage or deterioration of the existing building and infrastructure, to prevent any increase in maintenance over and above that which could be reasonably expected.

## 6. Insurances and Warranties

- 6.1. The *Supplier Alliance Member* shall ensure that it will have in place and maintain the insurances detailed in the *CCS Construction Professional Services Framework Alliance Contract* Section 12. Individual projects may require additional levels of insurance, which will be detailed in the Project Contract, and the *Supplier Alliance Member* shall comply with the same.
- 6.2. Warranties
  - 6.2.1. The Project Contract may require the Supplier Alliance Member and Supply Chain to provide warranties and/or Parent Company Guarantees for the services delivered.

- 6.2.2. Specific warranty and/or Parent Company Guarantee requirements will be defined for each Project Contract.

### 6.3. Collateral Warranties

- 6.3.1. Where required in the Project Contract, the Supplier Alliance Member and Supply Chain shall provide collateral warranties assigned to the Additional Client.
- 6.3.2. Specific requirements will be defined for each Project Contract.

## 7. Resources

- 7.1. The Supplier Alliance Member shall provide Personnel who have the relevant qualifications, technical skills and experience for each Lot to which they are appointed. The Supplier Alliance Member shall also ensure that the Personnel have appropriate knowledge of the relevant safety and environmental standards, relevant for each Project Contract.
- 7.2. The Supplier Alliance Member shall provide Personnel whose standard of security clearance is compliant with each Additional Client's requirements, as stipulated within their Project Contract.
- 7.3. In the event of the absence of Personnel previously allocated to a Project Contract, the Supplier Alliance Member shall ensure that subsequent replacement Personnel shall be of the same level of relevant experience, and have the required level of security clearance.
- 7.4. The Supplier Alliance Member shall ensure that any replacement Personnel are agreed in accordance with the provisions of each Project Contract and that suitable arrangements are made for handover to enable a smooth transition.
- 7.5. The Supplier Alliance Member shall undertake all reasonable measures to ensure continuity of Personnel at both Framework Contract and Project Contract level.
- 7.6. Where additional costs may arise as a result of change of Personnel requested by the Supplier Alliance Member, the Supplier Alliance Member shall obtain prior consent from Additional Client, unless otherwise agreed by the Parties; the Supplier Alliance Member shall meet all additional costs in this instance
- 7.7. Where additional costs may arise as a result of change of personnel requested by the Additional Client, the Supplier Alliance Member shall obtain prior consent from the Additional Client, unless otherwise agreed by the Parties; any additional costs will be agreed between the *Supplier Alliance Member* and *Additional Client* prior to implementing the change.

## 8. Compliance with Policies and Procedures

- 8.1. The *Supplier Alliance Member* shall ensure that all services fully comply with all of the policies and procedures detailed at Project Contract stage.
- 8.2. Where *Additional Clients* have specialist requirements relating to individual projects and/or service provisions, these will be specified by the *Additional Client* at Project Contract stage. For example, such specialist requirements may include, but are not limited to: specific security clearances; sector specific requirements and/or experience and other provisions; and standards connected to delivery of the Services to the individual *Additional Clients*.
- 8.3. The *Supplier Alliance Member* shall ensure full compliance with any estate and asset management strategy detailed in the Project Contract and any strategy and/or policy set out by Cabinet Office, Office of Government Property or Government Estate in the delivery of the services.
- 8.4. The *Supplier Alliance Member* where applicable shall provide information to update the property and asset records, where any changes to the property and assets results from the Project Contract (See Section 33 on Government Soft Landings).

## 9. Supply Chain

- 9.1. The *Supplier Alliance Member* shall select its Supply Chain through fair, open and transparent competition. The *Supplier Alliance Member* shall establish and develop relationships and contractual arrangements with its Supply Chain that are complementary to the relationships and contractual arrangements under the Framework Contract and Project Contract, in line with PPN 01/18 Supply Chain Visibility.
- 9.2. The *Supplier Alliance Member* shall manage its Supply Chain to ensure that the required standards for the delivery of the services are consistently achieved.
- 9.3. The *Supplier Alliance Member* shall ensure the coordination of all outputs provided by its Supply Chain in the delivery of the services, and shall effectively manage all interface risks to provide a seamless service for all Project Contracts.
- 9.4. The *Supplier Alliance Member* shall have robust performance management and benchmarking processes in place to ensure the objective measurement and assessment of the performance of its Supply Chain.
- 9.5. The *Supplier Alliance Member* shall improve Supply Chain arrangements to achieve continuous improvement in the delivery of the services, as set out in the *Construction Professional Services Framework Alliance Contract*. The *Supplier Alliance Member* shall also measure any 'added value' provided by its Supply Chain in the delivery of the services, including but not limited to, research and development contributions, improved sustainability and improved employment and skills.
- 9.6. The *Supplier Alliance Member* shall ensure the coordination of all outputs provided by its Supply Chain in the delivery of the services and shall effectively manage all interface risks to provide a seamless service to the *Client* or *Additional Client*.

- 9.7. The *Supplier Alliance Member* shall establish and develop relationships and contractual arrangements with its Supply Chain that are complementary to the relationships and contractual arrangements under the Framework Alliance Contract and any Project Contract.
- 9.8. The *Supplier Alliance Member* shall have robust processes in place to ensure that Project Contract Success Measures and Targets capture the performance of its Supply Chain. The *Supplier Alliance Member's* Supply Chain will be required to align to the Objectives and Measures included within each Project Contract and the Framework Alliance Contract.
- 9.9. Supply Chain performance management shall include measurement of Success Measures and Targets in relation to cost, programme and quality of the services delivered.
- 9.10. The *Supplier Alliance Member* shall manage its Supply Chain to ensure that the required standards for the delivery of the services are consistently achieved 'first time'.
- 9.11. The *Supplier Alliance Member* shall appoint a responsible duty holder to be accountable for the performance of its Supply Chain and shall advise the *Client* or *Additional Client* as to who this is.

## 10. Policy

- 10.1. Building on the Government Construction Strategy 2016-2020, the *Supplier Alliance Member* shall follow the policies set out in the Construction Playbook. The *Supplier Alliance Member* shall support the adoption of measures aimed to improve efficiency and value for money to assist in the achievement of the targets set out in the Construction Playbook at both Framework Contract and Project Contract level.
- 10.2. The Construction Playbook has a number of key priorities aimed at delivering better, faster and greener solutions that support recovery from the COVID-19 pandemic and build the economy of the future, while improving building and workplace safety. The *Supplier Alliance Member* shall support these priorities through measures such as;
  - 10.2.1. Setting clear and appropriate outcome based specifications that are designed to drive continuous improvement and innovation;
  - 10.2.2. Standardising designs, components and interfaces;
  - 10.2.3. Driving innovation and Modern Methods of Construction (MMC);
  - 10.2.4. Advancing digital and data capability;
  - 10.2.5. Creating sustainable ('win-win') contracting arrangements that incentivise better outcomes;
  - 10.2.6. Strengthening the financial assessment of suppliers and preparing for the rare occasions when things go wrong;
  - 10.2.7. Increasing the speed of end-to-end project and programme delivery;
  - 10.2.8. Improving building and workplace safety;
  - 10.2.9. Taking strides towards 2050 net zero commitment and focus on a whole life carbon approach;
  - 10.2.10. Promoting social value.

- 10.3. The *Supplier Alliance Member* shall also support the adoption of measures set out in government policy, guidance and standards including:
- 10.3.1. The Construction Playbook (Government Guidance on sourcing and contracting public works projects and programmes)
  - 10.3.2. Government Soft Landings (GSL);
  - 10.3.3. Building Information Modelling (BIM);
  - 10.3.4. Common Minimum Standards (CMS) for procurement of the built environment in the public sector;
  - 10.3.5. Government Buying Standards;
  - 10.3.6. The Government Buying Standard for Construction Projects;
  - 10.3.7. Building a Safer Future;
  - 10.3.8. Article 6 of the Energy Efficiency Directive;
  - 10.3.9. Procurement Policy Note (PPN) 14/15: Supporting Apprenticeships and Skills Through Public Procurement;
  - 10.3.10. Construction Sector Deal and Transforming Infrastructure Performance; and
  - 10.3.11. Hansford Review of Rail Infrastructure <https://thehansfordreview.co.uk/>
  - 10.3.12. Achieving a Balanced Scorecard <https://www.gov.uk/government/publications/procurement-policy-note-0916-procuring-for-growth-balanced-scorecard>
  - 10.3.13. Supplier Code of Conduct. [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/779660/20190220-Supplier\\_Code\\_of\\_Conduct.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/779660/20190220-Supplier_Code_of_Conduct.pdf)
  - 10.3.14. Common Minimum Standards for procurement of the built environment in the public sector [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/600885/2017-03-15\\_Construction\\_Common\\_Minimum\\_Standards\\_final\\_1\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/600885/2017-03-15_Construction_Common_Minimum_Standards_final_1_.pdf)
- 10.4. Government guidance, recommendations and policy requirements will from time to time be updated, amended and withdrawn. The *Supplier Alliance Member* will be expected to adhere to the latest edition at the time of the Project Contract.

## 11. Sustainability

- 11.1. The UK Government is committed to sustainability and places great importance on working with *Supplier Alliance Members* to deliver services with sustainability embedded. The *Client* is committed to optimising the positive impact of construction activities and minimising any

adverse impacts that construction has on the environment. The *Supplier Alliance Member* shall support the *Client*, and specific *Additional Client* requirements, in achieving these goals across the life-cycle of the project through the design process, materials selection, construction techniques and construction methods implemented.

- 11.2. The *Supplier Alliance Member* shall ensure that it adheres to Government guidance and best practice and shall provide support to a number of strategic priorities related to the environment within wider Government policy including but not limited to;
- 11.2.1. Reducing greenhouse gas emissions across the Government estate by 100% by 2050, as per the Climate Change Act 2008 (2050 Target Amendment) Order 2019, and any such updates relevant to the Greening Government Commitments;
  - 11.2.2. Alignment with the sustainability principles set out in the Construction Playbook;
  - 11.2.3. Reducing the amount of waste (including construction waste) generated and diverting waste from landfill;
  - 11.2.4. Reducing water consumption, particularly in areas subject to water stress, while increasing water recycling;
  - 11.2.5. Adopting a whole life cost approach to design cost and carbon and water reduction in the built environment, and assisting individual *Additional Clients* in meeting departmental climate change targets;
  - 11.2.6. Increasing liquidity in the Supply Chain through initiatives such as Supply Chain Finance scheme, Project Bank Accounts (PBAs), and the Enterprise Finance Guarantee;
  - 11.2.7. Ensuring that Government (through its *Supplier Alliance Members*) purchases more sustainable and efficient products;
  - 11.2.8. Ensuring that redundant Information and Communications Technology equipment is re-used (within Government, the public sector or wider society) or responsibly recycled;
  - 11.2.9. Using sustainable urban drainage systems where appropriate;
  - 11.2.10. Promoting, conserving and enhancing biodiversity, including use of Biodiversity Action Plans or equivalent, and the management of Sites of Special Scientific Interest (SSSIs);
  - 11.2.11. Avoiding flooding and helping recovery in the event of flooding and other weather-related hazards;
  - 11.2.12. Adopting the application of BRE's Environmental Assessment Methodology (BREEAM)
  - 11.2.13. Promoting incorporation of The WELL Building Standard;
  - 11.2.14. Delivering apprenticeships;
  - 11.2.15. Supporting ex-offender employment opportunities  
<https://www.gov.uk/government/publications/unlock-opportunity-employer-information-pack-and-case-studies/employing-prisoners-and-ex-offenders>

- 11.2.16. Supporting sustainable skills development through major construction and infrastructure projects, in accordance with Procurement Policy Note (PPN) 06/15;
  - 11.2.17. Compliance with the Public Equality Duty to promote diversity, to assist sector capacity and increase the employment of protected groups;
  - 11.2.18. Following the principles of the Green Public Procurement (GPP) voluntary instrument;
  - 11.2.19. Compliance with Procurement Policy Note (PPN) 16/15, procuring steel in major projects;
  - 11.2.20. Compliance with the Timber Procurement Policy (20th October 2014);
  - 11.2.21. Compliance with Digital Built Britain, including Building Information Modelling (BIM);
  - 11.2.22. Embedding Government Buying Standards in departmental and centralised procurement contracts, where appropriate;
  - 11.2.23. Improving and publishing data on government Supply Chain impacts;
  - 11.2.24. Leadership in whole-life approaches and climate change adaptation;
  - 11.2.25. Supporting “green” economic growth by encouraging “green” technologies, promoting innovation, working with small businesses and protecting the environment, whilst also delivering value for money; and
  - 11.2.26. The Armed Forces Covenant enacted under the Armed Forces Act 2011.
- 11.3. The *Supplier Alliance Member* shall work proactively with its Supply Chain to help quantify and reduce the environmental impacts of the services. When requested by the *Client*, the *Supplier Alliance Member* shall communicate annually on progress and reductions made on the environmental impact of the work and services the *Supplier Alliance Member* has undertaken, in accordance with the terms of the *CCS Construction Professional Services Framework Alliance Contract*. The *Supplier Alliance Member* may also be required to report on other specific achievements, the detail of which will be noted in the Project Contract.
- 11.4. Where specified within the Project Contract, the *Supplier Alliance Member* shall ensure that the delivery of the services are fully compliant with the relevant BREEAM standard and/or that targets for carbon reduction, waste reduction and water consumption, set out therein, are achieved.
- 11.5. The *Supplier Alliance Member* shall comply with the legislative requirements and shall ensure that any goods required by the *Supplier Alliance Member* to fulfil the service requirements are compliant with the Energy Efficiency Directive (EED). All office equipment including network and desktop printers and multifunction devices, which are wholly or partially used by the *Supplier Alliance Member* for the delivery of the services, shall meet the requirements of the EED. It should be noted that this requirement does not necessitate that a *Supplier Alliance Member* is required to upgrade their existing equipment. However, any new equipment purchased for the purposes of delivering the services shall meet the levels set out in the EED.
- 11.6. If requested by the Client, the *Supplier Alliance Member* shall make a declaration of compliance no less frequently than on an annual basis regarding the purchase of any new

equipment purchased either wholly or partially to the delivery of the services, as covered in the EED.

- 11.7. The *Supplier Alliance Member* shall deliver the obligations in respect of CO2 reporting requirements, on travel undertaken as part of the delivery of the services. CO2 emissions shall be calculated in accordance with the DEFRA guidelines for measuring environmental impacts. The *Supplier Alliance Member* shall ensure that the version used for calculation is current at the time the figures are produced. The current version may be accessed using the link below: <https://www.gov.uk/guidance/measuring-and-reporting-environmental-impacts-guidance-for-businesses>
- 11.8. The *Supplier Alliance Member* shall identify the relative environmental merits of each option in the feasibility studies and present this to the *Additional Client*, in accordance with the requirements of the Project Brief.
- 11.9. The *Supplier Alliance Member* shall operate a waste management system, which adheres to the Project Contract requirements, which may include exceeding regulatory requirements. Requirements shall be defined for each Project Contract.
- 11.10. The *Supplier Alliance Member* shall, as part of each Project Contract consider and propose methods for designing out waste and designing for destruction.

## **12. Small and Medium-sized Enterprises (SMEs)**

- 12.1. *Supplier Alliance Members* shall provide opportunities for the inclusion of SMEs in their supply chain.
- 12.2. *Supplier Alliance Members* shall widely advertise all contract opportunities as per PPN 07/16.
- 12.3. *Supplier Alliance Members* shall consider the following when tendering for contracts in their supply chain;
  - Contracts are broken into “Lots” to facilitate bids from SMEs;
  - Contract documents are simplified, with a degree of standardisation.
  - Requirements are clearly stated, up front;
  - Contract lengths are geared to achieve the best combination of price and product;
  - Longer-term contracts are offered to provide stability;
  - Tenders are widely advertised;
  - Potential bidders are advised on how to tender for contracts;
  - Projects to help SMEs do business are undertaken;
  - Social enterprises are encouraged to compete for contracts;
  - SMEs and *Supplier Alliance Members* are made aware of other subcontractors/suppliers, so that they know who to do business with; and
  - Competition on quality rather than brand.



#### 12.4. Fair Treatment of Supply Chain

- 12.4.1 *Supplier Alliance Members* of services provide fair and prompt payment terms for their Supply Chain in accordance with Procurement Policy Note (PPN) 04/19: <https://www.gov.uk/government/publications/procurement-policy-note-0419-taking-account-of-a-suppliers-approach-to-payment-in-the-procurement-of-major-contracts--2>
- 12.4.2 Length of contracts and notice period are agreed fairly with other suppliers.

### 13. Data Management and Management Information

- 13.1. The *Supplier Alliance Member* shall provide the required Management Information completed on the recommended template, in accordance with *CCS Construction Professional Services Framework Alliance Contract* Schedule 7 and the data set out in each Project Brief. This may cover a number of elements, including but not limited to, evidence of Social Value and value for money, for example.
- 13.2. The *Supplier Alliance Member* shall provide the data each month, or upon request, as set out in *CCS Construction Professional Services Framework Alliance Contract* Schedule 7 and Project Brief, and within the required timeframe to enable timely decision making, and to prevent any adverse impact to the delivery of the Project Brief. Where data is to be provided by the Supply Chain or third parties, the *Supplier Alliance Member* shall ensure that adequate notice is given to allow for its timely provision.
- 13.3. The *Supplier Alliance Member* shall ensure that all data held is up-to-date and accurate. The *Supplier Alliance Member* shall notify and thereafter rectify all non-conformances and shall notify all relevant parties.
- 13.4. All data held by the *Supplier Alliance Member* shall be held in accordance with the Framework Contract, or as otherwise specified in the Project Brief.
- 13.5. The *Supplier Alliance Member* shall, as a minimum, meet the requirements of the Government Digital Service Open Standards.
- 13.6. The *Supplier Alliance Member* shall provide data, as requested, to assist with third party enquiries as noted in the Project Brief.
- 13.7. The Alliance Management Team shall collect project data from the *Supplier Alliance Member*. This data will be utilised to enable benchmarking and to monitor trends and performance in a standardised manner across the Framework Contract. All data will remain with the *Client* on a secure web-based system and will not be accessible by other *Supplier Alliance Members*.
- 13.8. Commercial confidentiality will be maintained, where summarised data is made available to other Parties, for the purposes of reporting and benchmarking.

## 14. Data Security

- 14.1. This section describes the mandatory data security requirements that the *Supplier Alliance Member* shall fulfil in its entirety as part of the delivery of the services.
- 14.2. The *Supplier Alliance Member* shall have regard to the Government Data Protection Regulations 2016 (GDPR) as set out in Schedule 6 of the *CCS Construction Professional Services Framework Alliance Contract* and the Government Security Classification <https://www.gov.uk/government/publications/government-security-classifications>
- 14.3. The *Supplier Alliance Member* shall recognise that some data provided under the Framework and in Project Contracts will be protectively marked and/or may contain potentially sensitive information. The *Supplier Alliance Member* shall protect such data, in accordance with the security classification, and shall also ensure that GDPR compliant data management systems are in place. Further information and/or requirements in respect of sensitive data will be provided in the Project Contract.
- 14.4. The data security classification for this Framework Contract shall be OFFICIAL TIER.
- 14.5. If Project Contracts require a security classification in excess of OFFICIAL TIER, this will be specified within the Project Contract e.g. List X and/or enhanced security classifications. [www.gov.uk/government/publications/security-requirements-for-list-x-contractors](https://www.gov.uk/government/publications/security-requirements-for-list-x-contractors)

## 15. Cyber Essentials Scheme

- 15.1. The *Supplier Alliance Member* shall demonstrate that they meet the technical requirements prescribed by the Cyber Essentials Scheme. The Cyber Essentials Scheme and the related Assurance Framework both indicate that there are two levels of protection in dealing with cyber security risks. These include a more basic level of assurance which is known as "Cyber Essentials" and a more advanced level of assurance known as "Cyber Essentials Plus". With regard to the services, *Supplier Alliance Members* shall demonstrate that they have achieved the level of assurance known as "Cyber Essentials".
- 15.2. Details about the Cyber Essentials Scheme and the Assurance Framework can be accessed via the following link: <https://www.gov.uk/government/publications/cyber-essentials-scheme-overview>
- 15.3. The *Supplier Alliance Member* shall demonstrate that it meets the technical requirements prescribed by Cyber Essentials by the date of the commencement of the Framework Contract.
- 15.4. The *Supplier Alliance Member* shall demonstrate this in one of the ways listed below:
  - 15.4.1. The *Supplier Alliance Member* has a current and valid basic level Cyber Essentials Scheme Certificate, which has been awarded by one of the government approved Cyber Essentials accreditation bodies within the most recent 12 months; or
  - 15.4.2. The *Supplier Alliance Member* does not have a current and valid basic level Cyber Essentials Scheme Certificate, which has been awarded by one of the Government approved Cyber Essentials accreditation bodies, but is working

towards gaining it, and will confirm that it has been awarded a current and valid Cyber Essentials Scheme Certificate by one of the Government approved accreditation bodies by the Framework Contract Commencement Date;

- 15.5. The *Supplier Alliance Member* shall, throughout the Framework Contract and any Project Contract, renew its Cyber Essentials Scheme Certificate immediately after the expiration of a period of twelve (12) consecutive months from the date that the same was first issued or last renewed; or, where the *Supplier Alliance Member* does not have a Cyber Essentials Scheme Certificate but has provided evidence from a technically competent and independent third party that its organisation demonstrates compliance with Cyber Essentials requirements, it shall immediately after the expiration of a period of twelve (12) months from any date that such evidence was provided, provide the *Client* with evidence of the same kind by way of a renewal of the demonstration that it is able to comply with Cyber Essentials requirements.
- 15.6. For some projects a Cyber Essentials Scheme Plus Certificate may be required and this will be noted in the Project Contract. In such cases a Cyber Essentials Scheme Plus Certificate, will need to be obtained and maintained, as set out above in respect of Cyber Essentials.
- 15.7. Where stated in the Project Contract, the *Supplier Alliance Member* shall ensure that its Supply Chain has a Cyber Essentials Scheme Certificate or Cyber Essentials Scheme Plus Certificate.

## **16. Personnel Security**

- 16.1. Basic Personnel Security Standard (BPSS) clearance will be required as a minimum for all Personnel for all Project Contracts, unless stated otherwise in the *Additional Client* Project Brief.
- 16.2. Security Clearance (SC) and/or Developed Vetting (DV) may be required for some Project Contracts.
- 16.3. If required by the *Client* and/or *Additional Client*, the *Supplier Alliance Member* shall, at its own cost, ensure that its Personnel undertake and comply with all personal security clearance vetting prior to the receipt of 'Official – Sensitive' or higher security classified documentation.
- 16.4. The *Supplier Alliance Member* shall remove any Personnel who fail the security vetting from the provision of the Project Contract until such time as the conditions no longer exist that resulted in the failure. Such Personnel will then be eligible for a re-application for security clearance vetting.
- 16.5. The availability of the requisite number of personnel with the relevant qualifications, technical skills and/or experience may impact upon the *Supplier Alliance Member's* participation in a Project Contract.
- 16.6. The *Supplier Alliance Member* shall be required to submit the level and number of security clearances held by the organisation at Framework Contract Award, with an update every six months thereafter for the life of the Framework Agreement.

## 17. Health and Safety

- 17.1. The *Supplier Alliance Member* shall fully understand its duties under Construction Design and Management (CDM) Regulations 2015 and must discharge these duties accordingly.
- 17.2. Application of Construction (Design and Management) Regulations 2015 will be identified for each Project Contract, the requirements of which the *Supplier Alliance Member* shall implement accordingly.
- 17.3. Where specified, the *Supplier Alliance Member* shall act as the Principal Designer.
- 17.4. The *Supplier Alliance Member* shall manage health and safety in line with the requirements for individual Project Contracts which may include, but is not limited to;
  - 17.4.1. undertaking, managing and monitoring risk assessments;
  - 17.4.2. the provision of safe systems of work, including method statements and permits to work;
  - 17.4.3. applying for permits to work;
  - 17.4.4. ensuring adequate resources are available to undertake the services in compliance with all Law and the *Client* and *Additional Client's* health and safety policies;
  - 17.4.5. ensuring that all relevant documentation is available on site at all times;
  - 17.4.6. conducting regular site inspections;
  - 17.4.7. reporting of hazards and risks;
  - 17.4.8. monitoring, following up and reporting on corrective actions and non-conformances as they are identified;
  - 17.4.9. monitoring and reviewing incident reports, third-party reports for example Health and Safety Executive (HSE) and complaints;
  - 17.4.10. holding regular health and safety meetings with all relevant stakeholders as required;
  - 17.4.11. ensuring that all of their employees and supply chain have the correct training, knowledge and equipment to carry out the services safely (including relevant induction);
  - 17.4.12. conducting and reporting on regular safety inspections as required;
  - 17.4.13. occupational health in line with OHSAS 18001 or 45001, Occupational Health and Safety Assessment Series;
  - 17.4.14. coordinating and cooperating with the *Additional Clients'* representatives, as required;
  - 17.4.15. establishing and maintaining effective housekeeping to support a safe environment;
  - 17.4.16. ensuring that its Supply Chain is competent (by undertaking a relevant health and safety assessment to establish this); and
  - 17.4.17. managing its Supply Chain engaged on the services.

## 18. Quality Control

- 18.1. The *Supplier Alliance Member* (unless stated otherwise in the *Additional Client Project Brief*) shall prepare and implement a quality plan for each Project Contract.
- This plan will cover, but is not limited to, the following areas;
- 18.1.1. roles and responsibilities;
  - 18.1.2. communications and governance;
  - 18.1.3. quality, time, risk and price monitoring, reporting and control;
  - 18.1.4. Supply Chain management;
  - 18.1.5. project specification controls;
  - 18.1.6. inspections, witnessing and commissioning;
  - 18.1.7. Detailed design, sign off and audit, when design by the *Supplier Alliance Member* is included in the Project Contract.
- 18.2. The *Supplier Alliance Member* shall test the services against the specification and performance requirements set out in the Project Contract.
- 18.3. In addition to *Supplier Alliance Member* administered inspections, the Project Contract may also prescribe inspection of the services to be undertaken by a third party. The *Supplier Alliance Member* may also be subject to regulatory and/or other inspections including, but not limited to, those undertaken by:
- 18.3.1. Health and Safety Executive (HSE);
  - 18.3.2. building control;
  - 18.3.3. planning inspectorate(s);
  - 18.3.4. insurance inspections;
  - 18.3.5. environmental health officer;
  - 18.3.6. fire officer;
  - 18.3.7. Crown Property Fire Inspection Group;
  - 18.3.8. archaeologists;
  - 18.3.9. funding bodies; and
  - 18.3.10. National Audit Office (NAO).

## 19. Risk Management

- 19.1. The *Supplier Alliance Member* shall work with its Supply Chain to proactively manage risks, and undertake value engineering and value management, to deliver mutual benefits and the most successful outcome for the Project Contract.
- 19.2. The *Supplier Alliance Member* (unless stated otherwise in the *Additional Client* Project Brief) shall work with its Supply Chain to identify and rank the risks, agree a risk management strategy and prepare a risk register for each Project Contract, which reflects the risk allocation to be utilised within the Project Contract and the roles and responsibilities set out therein.
- 19.3. The *Supplier Alliance Member* shall review and update the risk register with its Supply Chain, not less frequently than a monthly basis, or as otherwise set out in the Project Contract.

## 20. Communications and Co-operation

- 20.1. The *Supplier Alliance Member* shall ensure successful delivery of the Project Contract by establishing and complying with specified communication procedures, as detailed in the Project Contract.
- 20.2. The *Supplier Alliance Member* shall ensure that sufficient notice is provided in each Project Contract to ensure that all necessary decisions may be made in accordance with the Project Contract in a timely manner, and does not adversely impact upon delivery of the services and/or Project Contract.
- 20.3. The *Supplier Alliance Member* shall cooperate with all appropriate parties at all times in accordance with the spirit and terms of the Project Contract.
- 20.4. The *Supplier Alliance Member* shall attend all meetings, to deal with all matters appertaining to the delivery of the project, in accordance with the Project Contract.
- 20.5. The *Supplier Alliance Member* shall work with the *Additional Client* and all other team members to progress a project through each phase and ensure the successful transition
- 20.6. The *Supplier Alliance Member* shall work with the *Additional Client* during the post construction phase, and provide a detailed handover to enable the *Additional Client* to operate and maintain the facility safely and effectively
- 20.7. When launching a phase of a project, the *Supplier Alliance Member* shall work with the *Additional Client* to understand and achieve the *Additional Client's* project objectives as set out in a Project Brief
- 20.8. The *Supplier Alliance Member* shall continue to work with the *Additional Client*, and all other team members, from the launch of a project to the handover at the end of a project. The *Supplier Alliance Member* shall ensure a successful handover, with minimal defects, to end user at practical completion and provide the *Additional Client* with plans on how it will manage defects rectification and other post-construction works
- 20.9. The *Supplier Alliance Member* shall ensure it can deliver the services in challenging environments, including but not limited, to those subject to high security and/or occupation

by the public or vulnerable people, and support the *Additional Client's* requirements in terms of security and welfare of both facilities and people

- 20.10. The *Supplier Alliance Member* shall engage with all project stakeholders, including statutory undertakers and neighbouring building occupiers, where applicable, and from these activities the *Supplier Alliance Member* shall deliver all project benefits detailed in a Project Brief

## 21. Account Management

- 21.1 The *Supplier Alliance Member Representative* shall have a minimum of Five years' relevant industry experience.
- 21.2 The *Supplier Alliance Member* shall also provide a deputy *Supplier Alliance Member Representative* with a minimum of Three years' relevant industry experience, and shall ensure that continuity is maintained during any periods of absence.
- 21.3 The *Supplier Alliance Member Representative* shall promote, deliver and communicate transparency of pricing and savings, and shall provide the *Client* with the following, as a minimum:
- 21.3.1 An agreed Continuous Improvement Plan, to be submitted three (3) months after the Framework Contract Commencement Date, with quarterly communication of progress on actions. The entire Continuous Improvement Plan shall be updated annually for the duration of the Framework Contract;
  - 21.3.2 A quarterly written communication, which includes details of changes, improvements, risks, issues, complaints, concerns and identified future opportunities in relation to delivery of the services; and
  - 21.3.3 A bi-annual report, to an agreed format, on the innovative proposals by the *Supplier Alliance Member*, alongside expected benefits focussing on carbon reduction and whole life cost improvements. The innovations do not need to have been accepted.
- 21.4 The *Supplier Alliance Member Representative* shall attend *Supplier Alliance Member Review Meetings* with the *Client*, in accordance with the requirements of Framework Schedule 7: (Management). The frequency of these meetings shall be as agreed with the *Client*.
- 21.5 The *Supplier Alliance Member* shall provide each *Additional Client* with a named Customer Relationship Manager, with relevant industry experience, to be agreed at the Project Contract stage. The level of account management provided by the *Supplier Alliance Member* shall be proportionate to the size and requirements of each *Additional Client*.
- 21.6 The Customer Relationship Manager shall hold quarterly or bi-annual operational service review meetings with the *Additional Client*, as agreed within the Project Contract.
- 21.7 The *Supplier Alliance Member* shall keep records, provide audit access, provide open book data and shall provide transparency reports in accordance with Schedule 7 (Management) of the Framework Alliance Contract

- 21.8 The *Supplier Alliance Member* shall provide Continuous Improvement Plans, in accordance with *CCS Construction Professional Services Framework Alliance Contract Schedule 2: (Timetable)*.

## 22. Complaints Procedure

- 22.1 The *Supplier Alliance Member* shall have a robust and auditable complaints procedure for logging, investigating, managing, escalating and resolving complaints initiated by the *Client* and *Additional Clients*.
- 22.2 The complaints procedure shall comply with the following:
- 22.2.1 All complaints shall be logged and acknowledged within twenty-four (24) hours of receipt;
  - 22.2.2 All complaints shall be resolved within ten (10) working days of the original complaint being made, unless otherwise agreed with the *Additional Client*;
  - 22.2.3 All complaints shall be recorded, together with the actions and timescales taken to resolve the complaint; and
  - 22.2.4 The *Supplier Alliance Member* shall analyse and identify any pattern of complaints and bring these to the attention of the *Client* during *Supplier Alliance Member Review Meetings*, in accordance with *CCS Construction Professional Services Framework Alliance Contract Schedule 7 (Management)*.
- 22.3 The *Supplier Alliance Member* shall have in place an escalation route for any complaints that have not been resolved within the specified timescales, as detailed in Clause 47 the *CCS Construction Professional Services Framework Alliance Contract Schedule 6 Part 2 Clause 18 (Complaints handling)*.
- 22.4 The *Supplier Alliance Member* shall provide the *Client* with one consolidated report per quarter for the duration of this Framework Contract, including all Project Contracts that run beyond the expiry of the Framework that captures all complaints, and any additional complaints processes, including escalation and reporting requirements.

These reports shall include:

- the date the complaint was received;
- complainant contact details;
- the nature of the complaint and actions agreed and taken to resolve the complaint; and
- any changes to the programme and learning from experience.



## 23. Mobilisation

- 23.1 The *Supplier Alliance Member* shall appoint a Framework Contract mobilisation team, to ensure that the *Supplier Alliance Member* has met all of its obligations as outlined within the Specification, within 30 calendar days of the Framework Contract Commencement Date.
- 23.2 The *Supplier Alliance Member* shall prepare a Framework Contract mobilisation plan that is scalable and flexible to reflect any degree of urgency, complexity and/or sensitivity associated with particular requirements, and any change needed in the *Supplier Alliance Member's* organisation and/or its Supply Chain and/or any required training that will be provided to the *Supplier Alliance Members* or its Supply Chain Personnel.

## 24. Permits and Consents

- 24.1 The *Supplier Alliance Member* shall liaise with all relevant stakeholders and shall obtain all necessary permits, consents, licences and approvals where required for the proper execution and completion of the services for each Project Contract.
- 24.2 Defined responsibilities for the obtaining of permits, consents, licences and approvals will be detailed in each Project Contract.

## 25. Meetings

- 25.1 The *Supplier Alliance Member* shall attend regular meetings as required, in line with their roles and responsibilities for the full lifecycle of the project, as defined in the Project Contract. This may include, but is not limited to, the following meetings:
  - 25.1.1 procurement;
  - 25.1.2 programme review;
  - 25.1.3 programme / project board;
  - 25.1.4 progress;
  - 25.1.5 *Client* or *Additional Client* reporting;
  - 25.1.6 design / development;
  - 25.1.7 best practice and alliance forums;
  - 25.1.8 commercial (including value management and engineering);
  - 25.1.9 stakeholder liaison;
  - 25.1.10 Supply Chain;
  - 25.1.11 health and safety;
  - 25.1.12 environmental and sustainability;

- 25.1.13 management; and
- 25.1.14 any other meeting necessary to progress and deliver the services.
- 25.2 The *Supplier Alliance Member* and its Supply Chain shall attend and actively participate in the above meetings, as appropriate and relevant.
- 25.3 The *Supplier Alliance Member* shall prepare, collate and issue to those parties noted in the Project Contract all required documentation and pre-reading in good time prior to each meeting.
- 25.4 The *Supplier Alliance Member* is responsible for documenting and keeping comprehensive records of all meetings attended. This includes, but is not limited to, administrative support. These records must be made available to those parties noted in the Project Contract.
- 25.5 At the request of the *Client* the *Supplier Alliance Member* shall attend framework performance meetings together with special interest groups to define methods to enhance the *Additional Client* experience relative to construction services

## 26. Stakeholder Management

- 26.1 The *Supplier Alliance Member* (unless stated otherwise in the *Additional Client* Project Brief) shall develop a Stakeholder Management Plan (SMP) for the lifecycle of each Project Contract.
- 26.2 The SMP will identify all stakeholders (internal and external), including:
  - 1. their interest;
  - 2. level of impact;
  - 3. change readiness;
  - 4. issues, opportunities and risks; and
  - 5. Strategies and actions to address issues, opportunities and risks.
- 26.3 The *Supplier Alliance Member* shall at all times consult with the *Additional Client* with regard to managing and communicating with stakeholders.

## 27. Social Value

- 27.1. The Public Services (Social Value) Act 2012 places a legal requirement on all public bodies to consider the additional social, economic and environmental benefits that can be realised for individuals and communities through commissioning and procurement activity, and, in Scotland, to deliver them. These benefits are over and above the core deliverables of Contracts. This Framework Contract provides a means of embedding social value through enabling improvements such as community engagement, economic value and sustainable development as detailed in the Project Contract.

- 27.2. The *Supplier Alliance Member* shall comply with the principles outlined in the Construction Playbook in respect of Social Value: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/941536/The\\_Construction\\_Playbook.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/941536/The_Construction_Playbook.pdf)
- 27.3. The *Supplier Alliance Member* shall comply with and/or identify proposed social value initiatives, proportionate and relevant to each Project Contract. The requirements (comply or identify) will be set out in the Project Contract and may include (but not be limited to) the following priorities/themes ;
- Tackling Economic Inequality
  - Creating Supply Chain opportunities for Small Medium-sized Enterprises (SMEs);
  - Appointment of apprenticeships and supporting skills development;
  - Recruitment of local Supply Chain partners;
  - Encouraging ethical and fair-trade procurement;
  - Supporting work placements to school children and young adults;
  - Recruitment of locally engaged labour;
  - Recruitment of long-term unemployed labour;
  - Recruitment of Young People Not in Education, Employment or Training (NEET) labour;
  - Fighting Climate Change
  - Procurement and sourcing of sustainable works, supplies and services;
  - Equal Opportunity
  - Providing additional opportunities for individuals or groups facing greater social or economic barriers;
  - Wellbeing
  - Community engagement.
- 27.4. Additional Clients may identify further specific Social Value priorities based on the priority policy themes and outcomes for public bodies, as outlined in PPN 06/20 and within the National Themes Outcomes and Measures (TOMs) Framework 2018 for social value measurement, published on The Social Value Portal: <https://socialvalueportal.com/national-toms/>
- 27.5. The *Supplier Alliance Member* shall deliver measurable benefits in respect of the Social Value priorities identified in the Project Contract.
- 27.6. The *Supplier Alliance Member* shall record and report performance against the social value requirements detailed in the Project Contract.
- 27.7. The specific requirements will be specified for each Project Contract; this may include:

- 27.7.1. utilisation of a Social Value Procurement Calculator, for example, the TOMs calculator;
  - 27.7.2. utilisation of a Social Value Measurement Calculator; and
  - 27.7.3. Implementing initiatives under the Constructing Excellence Social Value Task Group and / or Construction Innovation Hub Programme.
- 27.8. The Additional Client may require completion of social value outcomes via a central system, in addition to any Project Contract requirements. The Supplier Alliance Member will be expected to complete updates as requested.
- 27.9. Where required, the Supplier Alliance Member shall report to the Client and Additional Clients on a monthly basis, or as otherwise agreed. The Supplier Alliance Member shall ensure that returns are compiled and submitted within the agreed timescales.
- 27.10. Where implemented, reporting via the Social Value Calculator may include, but not be limited to, the themes mentioned above:
- 27.11. The Supplier Alliance Member shall be responsible for ensuring that social value priorities are cascaded throughout the supply chain.

## 28. Modern Slavery

- 28.1 *Supplier Alliance Members* must address the risk of Modern Slavery and exploitation in supply chains.
- 28.2 The *Client* recognises the significant risk of modern slavery and labour standards abuses in the construction sector, and the *Supplier Alliance Member* shall recognise and actively manage the risk of modern slavery and exploitation in construction supply chains at Framework Contract level and in the delivery of each Project Contract. The *Supplier Alliance Member* shall cooperate fully with *Client* to help improve performance in the sector as a whole. The *Supplier Alliance Member's* Continuous Improvement Plan shall include measures taken to improve management of these risks.
- 28.2.1 The *Supplier Alliance Member* shall make proper background checks on the agencies who supply them with labour.
  - 28.2.2 The *Supplier Alliance Member* shall ensure that they undertake a risk assessment in their supply chain for modern slavery. A clear Subcontractor assessment shall be undertaken to identify and manage this risk.
  - 28.2.3 The *Supplier Alliance Member* shall report the discovery or suspicion of any slavery or trafficking by it or its Subcontractors to the *Client*, the *Additional Client* and Modern Slavery Helpline.
  - 28.2.4 The *Supplier Alliance Member* is required to agree to the following universal principles:
    - 28.2.4.1 employment is chosen freely;
    - 28.2.4.2 freedom of association is respected;

- 28.2.4.3 working conditions are safe and hygienic;
  - 28.2.4.4 child labour is not used;
  - 28.2.4.5 wages are not lower than minimum wage;
  - 28.2.4.6 working hours are not excessive;
  - 28.2.4.7 no discrimination is practised;
  - 28.2.4.8 regular employment is provided; and
  - 28.2.4.9 no harsh or inhumane treatment is allowed.
- 28.2.5 The *Supplier Alliance Member* shall ensure that the above conditions are met within their labour recruitment supply chain.

## 29 Employment Policies and Practices

- 29.1 The Government is committed to the delivery of high quality public services, and recognises that this is critically dependent on a workforce that is diverse, well rewarded, well-motivated, well-led, has access to appropriate opportunities for training and skills development and is engaged in decision making. These factors are also important for workforce recruitment and retention, and thus continuity of service.
- 29.2 The *Supplier Alliance Member* shall, as far as practicable, take a similar approach through measures including, but not limited to:
- 29.2.1 A fair and equal 'pay policy' that includes a commitment to supporting the Real Living Wage, including, for example, being a 'Living Wage Accredited Employer';
  - 29.2.2 Ensuring that all Personnel are provided with written and understandable information about their employment conditions in respect of wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid;
  - 29.2.3 Clear managerial responsibility to nurture talent and help individuals fulfil their potential, including, for example, a strong commitment to 'Modern Apprenticeships' and the development of the UK's young workforce;
  - 29.2.4 Promoting equality of opportunity and developing a workforce which reflects the population of the UK in terms of characteristics such as age, gender, religion or belief, race, sexual orientation and disability;
  - 29.2.5 Support for learning and development; stability of employment and hours of work, and avoiding exploitative employment practices, including, for example, no inappropriate use of zero hours contracts;
  - 29.2.6 Flexible working (including, for example, practices such as flexi-time and career breaks) and support for family friendly working conditions and wider work life balance; and

- 29.2.7 Support for progressive workforce engagement, for example Trade Union recognition and representation or other alternative arrangements to give staff an effective voice.

### 30 Project Success Measures and Targets Management

30.1 The *Client* seeks to benchmark performance of projects procured under this Framework Contract through the implementation of Success Measures and Targets (please refer to Schedule 1 of the *CCS Construction Professional Services Framework Alliance Contract*):

30.2 Project Contract specific Success Measures and Targets will likely include:

30.2.1 health and safety performance;

30.2.2 social value;

30.2.3 use of SMEs

30.2.4 value for money, cost benchmarking, product value, time/cost predictability

30.2.5 appropriate uses of technology and productivity

30.2.6 sustainability initiatives; and

30.2.7 end user feedback.

30.3 In addition to the above *Supplier Alliance Members* should note the opportunity to adopt Project Scorecards (as set out in the Construction Playbook) as a means of capturing clear outcomes at the outset of a project / programme (aligned to government's strategic priorities), that can be referred to throughout the project lifecycle

30.4 The *Supplier Alliance Member* shall manage, collect and collate data and provide reporting on Success Measures and Targets, in line with the Framework Contract and the specific Project Brief requirements, as set out in Section 13 above (Data Management and Management Information).

30.5 The *Supplier Alliance Member* shall manage, collect and collate data from its Supply Chain. They will be required to align to the Success Measures and Targets included within the Framework Contract and each Project Brief, as also set out in Section 13 above (Data Management and Management Information).

30.6 The *Supplier Alliance Member* shall undertake programme (schedule) management and change management, to ensure the mitigation of time and cost impacts arising from both project change and contractor delays, and assure that the Project Success Measures and Targets detailed in a Project Brief are met.

## 31 Whole-life Value for Money

- 31.1 The *Client* aspires to improve the way in which major projects and infrastructure are delivered, including achieving improved buildings and infrastructure performance and whole-life value for money.
- 31.2 In line with the National Audit Office and HM Treasury approach, value for money is the optimal use of resources to achieve the intended outcomes where 'optimal' means 'the most desirable possible given expressed or implied restriction or constraints' and is therefore not necessarily about achieving the lowest initial price. For clarity, achieving optimal whole-life value for money is the aim of this Framework Contract, except where other express Success Measures and Targets are set out in the Project Brief.
- 31.3 To assist with the delivery of the foregoing the *Supplier Alliance Member* shall identify means to improve health and safety performance, accelerate the construction schedule, enhance efficiency and/or reduce the cost of construction, maintenance, occupation and operation and/or achieve alternative benefits to the extent required as set out in each Project Brief while ensuring that overarching project objectives and specifications are delivered and to effectively manage any risks.
- 31.4 The *Supplier Alliance Member* shall undertake the services for the scope of the life cycle requirements set out in each Project Brief to achieve value for money. The *Supplier Alliance Member* shall note that this may require the adoption of different approaches to support the following:
- 31.4.1 lower building energy consumption over the operational life span of the project;
  - 31.4.2 a reduction in maintenance requirements/frequency;
  - 31.4.3 extended service lives of services infrastructure/systems and/or building fabric resulting in fewer replacement intervals and operational disruption; and
  - 31.4.4 dismantling and recycling or reuse of building components.
- 31.5 The *Supplier Alliance Member* shall note that the opportunity to optimise whole life value for money is greater the earlier in the design stage that this is considered.
- 31.6 When the *Supplier Alliance Member* is required to provide services for a number of life cycle stages, this may require the *Supplier Alliance Member* to contract on terms and conditions appropriate for each stage as detailed in the relevant Project Contract used.
- 31.7 In order to evidence the Project Success Measures and Targets which are set out in the Project Brief, the *Supplier Alliance Member* is required to undertake the services, data collection and benchmarking in line with industry best practice and guidance.
- 31.8 The *Supplier Alliance Member* shall monitor, capture and report to the *Additional Client* and /or Alliance Manager on Project Success Measures and Targets, evidencing value for money as detailed in each Project Brief. The value for money reporting requirements in each Project Brief may cover all or a number of the three criteria used by the National Audit Office (NAO) in assessing value for money of Government spending:
- 31.8.1 economy (spending less)
  - 31.8.2 efficiency (spending well); and
  - 31.8.3 effectiveness (spending wisely).

- 31.9 Additionally, the value for money assessment will also be informed by the measurement of the value of the product delivered in order to benchmark approaches to design and project programming and delivery. The Project Brief may therefore require the *Supplier Alliance Member* to provide a cost component breakdown to provide a 'value of product' calculation to help demonstrate the effective expenditure of budgets. The cost component breakdown may include:
- 31.9.1 materials;
  - 31.9.2 constructor risk and fees;
  - 31.9.3 site overheads / preliminaries (management, plant and Supply Chain) for the *Supplier Alliance Member* and its Supply Chain;
  - 31.9.4 *Supplier Alliance Member* overheads and profit;
  - 31.9.5 Supply Chain overheads and profit;
  - 31.9.6 risk and feed (excluding and including design); and
  - 31.9.7 other costs, such as specific security measures.
- 31.10 This methodology is based on the 'lean' approach to help drive value for money, as further detailed below.

## **32 Lean Approaches to Design and Project Programming and Delivery**

- 32.1 The 'Construction 2025' report sets out the efficiency challenges targeted by Central Government. The targets of Faster Delivery, Lower Costs (Whole Life-Cycle Costing) and Lower Emissions are challenging deliverables and will require different approaches to existing design and project delivery methods. It is therefore a requirement that *Supplier Alliance Members* have a commitment to implementing new 'lean' delivery approaches.
- 32.2 As such, the *Supplier Alliance Member* is expected to understand the concepts of 'lean' and commit to their deployment in focusing on a 'real time' managed focus on waste (cost and time) reduction and activity tracking, such that prompt and insightful activity data can be used to drive an enhanced level of project reporting, supporting timely and focused interventions designed to maintain 'on time delivery' of the projects, and support a continuous improvement learning cycle.
- 32.3 Lean reporting and/or commercial requirements to be provided/delivered by the *Supplier Alliance Member* will be defined by the *Additional Client* in each Project Brief.

## **33 Government Soft Landings (GSL)**

- 33.1 Unless specified to the contrary in the Project Brief, the *Supplier Alliance Member* will be required to apply the GSL Framework, including design workshops, commissioning management, fine tuning & post occupancy evaluation.



- 33.2 The *Supplier Alliance Member* shall implement GSL in line with the guiding principles of the GSL policy, and in accordance with its roles and responsibilities set out in the Project Brief, as follows:
- 33.2.1 as a key element of the design and construction process (thinking of the end at the beginning) maintaining the 'Golden Thread' of the building purpose through to delivery and operation;
  - 33.2.2 through early engagement of the end user(s) and inclusion of a GSL champion (if the GSL champion is to be provided by the *Supplier Alliance Member*, this will be set out in the Project Brief), to direct the engagement set out in the Project Brief. This will include the *Additional Client* and other suppliers appointed for the delivery of the Project Brief during the design/construction/maintenance/operation as relevant to the Project Brief;
  - 33.2.3 commitment to aftercare post construction;
  - 33.2.4 conducting Post Occupancy Evaluation (POE) feedback to capture learning to inform future projects;
  - 33.2.5 production of POE data for storage on the asset information model; and
  - 33.2.6 Building Information Modelling (BIM) to provide fully populated asset data from the BIM model, to support cost reduction of data input to FM asset management systems (e.g. computer aided facilities management (CAFM) system).

## 34 Building Information Modelling (BIM)

- 34.1 In line with the Construction Playbook *Additional Clients* and *Supplier Alliance Members* should apply the UK Building Information Management (BIM) Framework. This includes standards, guidance and other resources that will deliver BIM interoperability and government soft landings
- 34.2 Under this Framework Contract, the *Client* aspires to integrate BIM / Information management throughout the project lifecycle. This includes future developments including those put forward in the Digital Built Britain strategy and within The Construction Playbook, for the integration of technologies to transform approaches to building and infrastructure design, development and construction. As such, the *Client* anticipates that during the Framework Contract Period the level of *Supplier Alliance Member* compliance with BIM standards shall increase in Government.
- 34.3 Specific BIM requirements shall be set out in each Project Brief. The roles and responsibilities of the *Supplier Alliance Member* in respect of the BIM / Information Management requirements will be specified in the Project Brief.
- 34.4 The Exchange (*Additional Client*) Information Requirements (EIR) will be defined in each Project Brief. The *Supplier Alliance Member* will be issued with the EIR and Project Information Requirements (PIR). When these documents are not issued in the Project Brief and, where specified in the Project Brief, the *Supplier Alliance Member* shall liaise with the *Additional Client* to develop an EIR.

- 34.5 The following will be developed and implemented (for clarity, the roles and responsibilities of the *Supplier Alliance Member* in the development and implementation of the following will be set out in the Project Brief):
- 34.5.1 Project BIM Execution Plan (BEP) – pre- and post-contract.
  - 34.5.2 Task and Master Information Delivery Plan (TIDP / MIDP) - with detail aligning to required data exchange points to agreed level of detail and information;
  - 34.5.3 Construction Operations Building Information Exchange (COBie) data exchange requirements; and
  - 34.5.4 A project Common Data Environment (CDE).
- 34.6 Unless specified to the contrary in the Project Brief, the deployment of BIM will be in accordance with the PAS / BS suite of documents including ISO 19650 part 1, 2, 3 and 5 PAS1192- 4 (and new ISO 19650 replacements when issued.) Where these documents are amended, withdrawn or replaced, the level of adoption of the new requirements will be as stated in each Project Brief.
- 34.7 The *Supplier Alliance Member* shall adopt the relevant described additional standards as defined in the Project Brief.
- 34.8 The Project Brief will identify all data security / confidentiality standards required, aligned to ISO 19650 part 5.
- 34.9 The *Supplier Alliance Member* will ensure that, where required by the Project Brief, it provides Asset Information Models, comprising an Asset Register and Schedule of Accommodation, and shall note that the Asset Register, models, data and information may be utilised for a number of purposes, including but not limited to:
- 34.9.1 record of 'as constructed' information;
  - 34.9.2 building operations;
  - 34.9.3 maintenance planning and repair;
  - 34.9.4 project planning and optimisation;
  - 34.9.5 security requirements; and
  - 34.9.6 cost modelling.
- 34.10 The Asset Register shall detail all maintainable and commissionable assets to enable a schedule of planned preventative maintenance and labour loading.
- 34.11 The *Supplier Alliance Member* is responsible for the evaluation of the capacity and capability of its Supply Chain to conform to the BIM requirement set out in the Project Brief.

## 35 Modern Methods of Construction (MMC)

- 35.1 The Government has targeted the increased use of MMC, subject to value for money considerations, as one of the means to, for example, increase the development of manufacturing technologies, to drive UK wide economic growth, to significantly improve the productivity, quality, sustainability and safety of infrastructure and buildings and to increase investment in skills development.

- 35.2 Under this Framework Contract, the Client aspires to align with the MMC principles outlined in the Construction Playbook
- 35.3 In line with the above, the Supplier Alliance Member shall consider the adoption of MMC in delivery of the services where it will deliver the requirements set out in the Project Brief and value for money.
- 35.4 The Supplier Alliance Member shall consider such approaches for the requirements set out in each Project Brief, and shall be proficient in deploying such innovative construction methodologies where implemented. This includes, but is not limited to the following categories:
- 35.4.1. Pre-manufacturing (3D primary structural systems)
  - 35.4.2. Pre-manufacturing (2D primary structural systems)
  - 35.4.3. Pre-manufacturing components (non-systemised primary structure)
  - 35.4.4. Additive manufacturing (structural and non-structural)
  - 35.4.5. Pre-manufacturing (non-structural assemblies and sub-assemblies)
  - 35.4.6. Traditional building product-led site labour reduction / productivity improvements
  - 35.4.7. Site process-led site labour reduction / productivity / assurance improvements

## **36. Commercial Governance – Fair Payment**

- 36.1 The Supplier Alliance Member shall support the Government's fair payment guidelines under the Government Construction Strategy (GCS) in its dealings with its supply chain. When required by the Additional Client, the Supplier Alliance Member shall provide support to ensure that the full benefits of Project Bank Accounts (PBAs), as a means of enabling faster payments through the supply chain, are realised.
- 36.2 The Supplier Alliance Member shall agree to be monitored for the purposes of compliance and to consider the performance of its supply chain when awarding contracts.

## **37 Procuring Growth for a Balanced Scorecard**

- 37.1 The Supplier Alliance Members must support the Additional Client where required in applying the requirements of PPN 09/16, Procuring Growth Balanced Scorecards.

## Annex A: Project Types

The indicative project types outlined within this Annex A provide an indication of the types of projects that the *CCS Construction Professional Services Framework Alliance Contract* may support. Projects and commissions may be across a variety of sectors in the Public Sector.

General project types including but not limited to;

- Construction;
- Infrastructure;
- New Build;
- Demolition;
- Maritime & Coastal;
- Runways & Airfields;
- Bridges & Tunnels;
- Fuel Storage;
- Refurbishment;
- Regeneration;
- Accommodation & Housing Programmes;
- Environmental and Remediation Services;
- Government Secure Facilities;
- Alterations/extension;
- Conservation and Preservation of Buildings and/or Structures;
- Security/counter terrorism defence.

*(This list is not exhaustive and Additional Clients will be clear in their Project Contracts the nature of the project and the Services and Disciplines they require)*

The Lot Specific project types detailed below provide an indication of the types of projects that the *CCS Construction Professional Services Framework Alliance Contract* may support.

| <b>Lot 1 -Built Environment &amp; General Infrastructure</b>  | <b>Lot 2 - Urban Regeneration</b>  | <b>Lot 3 - International</b>  | <b>Lot 4 - High Rise</b>  | <b>Lot 5 - Defence</b>  | <b>Lot 6 - Environmental &amp; Sustainability Technical Services</b>   |
|---|--|---|---|---|--|
| <p>Multi-Disciplinary Construction Consultancy Services to support a wide range of projects and Programmes including;</p> <p><i>Hospitals, Schools &amp; Further Education, Healthcare, Highways &amp; Roads, Prisons, Housing, Residential &amp; Commercial Buildings, Rail, Airports &amp; Ports, Gas Power &amp; Storage, Nuclear, Offshore Energy, Wind, Biomass, Solar, Electricity Grid &amp; transmission, Digital (Broadband, 5g Infrastructure), Flood Defence, Water &amp; Waste projects, Science &amp; Research Sites, Land and Housing, Decommissioning, Building Maintenance &amp; refurbishment (Design), Smart Cities, Bridges &amp; Tunnels.</i></p> | <p>Multi-Disciplinary Construction Consultancy Services to support a wide range of urban Regeneration projects and Programmes including</p> <p><i>Town Centre Regeneration including Office Development, New Build, Hotels, Car Parks, Modernising historic assets, pedestrian route development, Housing &amp; Accommodation, transportation Links (rail, bus, road), Open space development, refurbishment (Design &amp; Plan), Health Care &amp; Hospitals, Schools &amp; Higher Education, Science &amp; Tech Campus development, Digital infrastructure (Fibre, 5g roll out), retail &amp; leisure, Docks, &amp; Ports.</i></p> | <p>Multidisciplinary Construction Professional Services to support the successful delivery of a variety of infrastructure projects in overseas locations across the world.</p> <p><i>Embassies, Ambassador's Residences and staff accommodation, in overseas locations across the world. Projects range from a new guardhouse or small Residence refurbishment, fit out of office space in landlord owned buildings (including in high rise) through to major new Embassy developments.</i></p> <p><i>Design, Build and development of Marine, Aviation, Airfields, Accommodation, Offices, Warehouses, Jetties, &amp; Civil Infrastructure works. Capital projects/Programmes &amp; Estates Optimisation</i></p> | <p>Multi-Disciplinary Construction Consultancy Services to support a wide range of projects and Programmes including;</p> <p><i>High rise accommodation, construction and renovation (where projects relate to housing and/or residential accommodation and associated buildings)</i></p> | <p>Multi-Disciplinary Construction Consultancy Services to support a wide range of projects and Programmes including;</p> <p><i>Marine, Aviation, Airfields, Accommodation, Offices, Warehouses, Jetties, &amp; Civil Infrastructure works. Capital projects/Programmes &amp; Estates Optimisation.</i></p> | <p>Environmental &amp; Sustainability technical consultancy services across the full lifecycle of projects. Typical project include;</p> <p><i>Hospitals, Schools &amp; Further Education, Healthcare, Highways &amp; Roads, Prisons, Housing, Residential &amp; Commercial Buildings, Rail, Airports &amp; Ports, Gas Power &amp; Storage, Nuclear, Offshore Energy, Wind, Biomass, Solar, Electricity Grid &amp; transmission, Digital (Broadband, 5g Infrastructure), Flood Defence, Water &amp; Waste projects, Science &amp; Research Sites, Land and Housing, Decommissioning, Building Maintenance &amp; refurbishment (Design), Smart Cities, Bridges &amp; Tunnels.</i></p> |

This list is not exhaustive and *Additional Clients* will be clear in their *Project Contracts* the nature of the project and the Services and Disciplines they require.

## Annex B Procurement Routes

- I. The *Supplier Alliance Member* shall ensure that it complies with the Government Guidance and Best Practice as set out in the Government Construction Strategy 2016 - 2020 and align with the principles of the Construction Playbook.
- II. The *Supplier Alliance Member* shall facilitate the utilisation of different RIBA Plan of Work Stages (2020) construction procurement types and align to the principles of the following approaches, as required:
  - Design and Build: Single Stage
  - Design and Build: Two Stage
  - Traditional
  - Two Stage Open Book
  - Cost Led Procurement
  - Integrated Project Insurance
- I. Alternative procurement routes may be available by agreement *Additional Client* and *Supplier Alliance Member*
- II. Building on the Government Construction Strategy 2016-2020, the *Supplier Alliance Member* shall follow the policies set out in the Construction Playbook to deliver better value from design and construction, maintenance and operation, and by engaging with the *Additional Client* early and promoting collaborative working.
- III. The *Additional Client* and *Supplier Alliance Members* where applicable shall comply with the Common Minimum Standards for procurement of the built environment in the public sector.  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/600885/2017-03-15\\_Construction\\_Common\\_Minimum\\_Standards\\_final\\_1\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/600885/2017-03-15_Construction_Common_Minimum_Standards_final_1_.pdf)
- IV. Payment Mechanism and Price Approach
  - V. The *Supplier Alliance member* shall support and advise the *Additional Client* in the selection of the most optimum payment and price approach that aligns with the principles set out in the Construction Playbook.
  - VI. It is envisaged that *Additional Clients* will from time to time have a requirement to deliver Project Contracts using a percentage project fee approach (Aligned to RIBA plan of work stages 2020).