

Tender Briefing Note

Scheme Delivery Framework (SDF)

Introduction

This Tender Briefing Note has been produced to help potential applicants understand the opportunity of joining this framework. It provides the overall key features of the new framework contract and what will be expected of each tenderer during this process. It is provided for information purposes only and forms part of the procurement documents for this procurement process and may be subject to change.

The timescales described may be subject to change during the course of the process.

Background

Highways England has a requirement to deliver construction works to maintain, repair and renew the Strategic Road Network (SRN) across England. The Scheme Delivery Framework (SDF) will be made up of a number of different contractors and designers from different specialist disciplines who will work collaboratively to deliver network improvement and maintenance schemes in each region.

Works for schemes have been divided into a number of lots that align with the contractors' specialisms and Annex 1 to this Briefing Note contains the Scope. This framework will cover but is not limited to the duties and works as described in the Scope.

The following sections describe the Lots, Sublots, Bands, the number of positions available per subplot, the commercial workbook and contracting strategy.

Lotting Strategy

Highways England proposes to tender the SDF in a single procurement event comprising the following Lots.

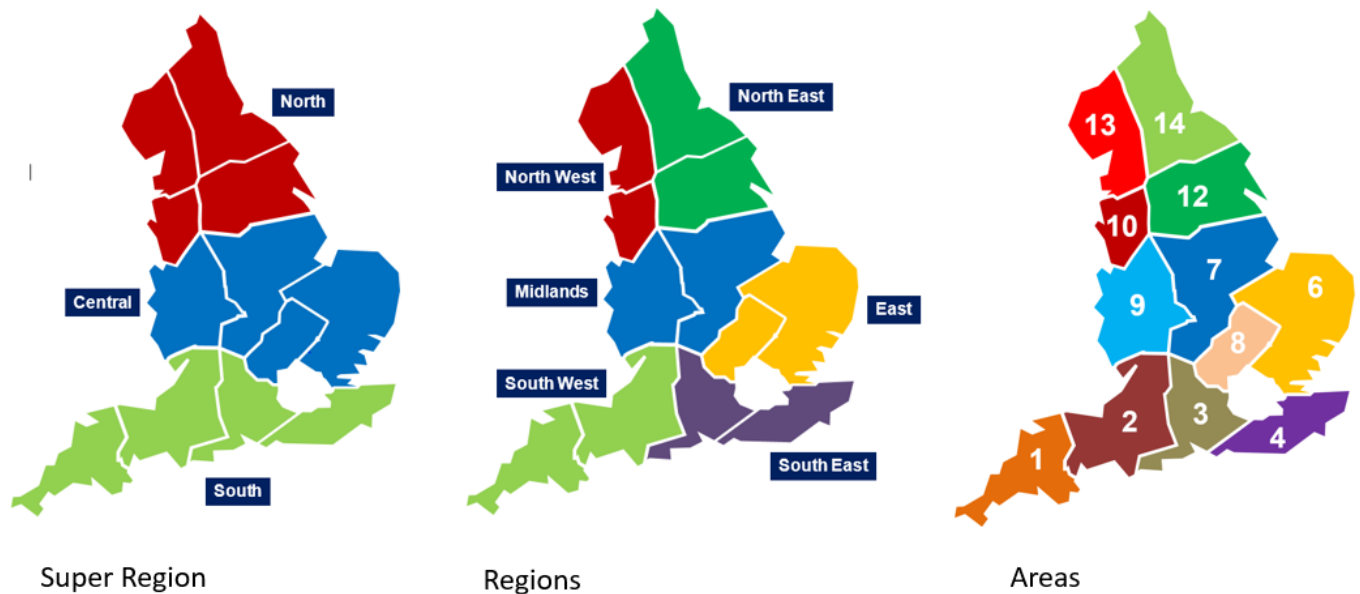
Band	Lot	Lot Title
A	1.1	General Civil Engineering (Super Region)
	1.2	General Civil Engineering (Region)
	2	Drainage
B	3.1	Temporary Traffic Management (Super Region)
	3.2	Temporary Traffic Management (Region)
	4.1	Road Restraint Systems (Super Region)
	4.2	Road Restraint Systems (Region)
C	5	Landscaping and Ecology
	6	Road Markings
	7	Road Lighting and Electrical Works
	8	Structures Waterproofing and Expansion Joints
	9	Technology
	10	Structures, Structural Services and Concrete Repairs
	11	Cathodic Protection
D	12.1	Design Services (Region)
	12.2	Design Services (Super Region)

Geographical areas

To take into account the type, value, and complexity of works, geographical lots will be used. The geographical lots will be based upon:

- A super region which is two Highways England regions together. The super regions are termed South (South East and South West regions), Central (Midlands and East), and North (North-East and North-West regions).
- Existing regions of North East, North west, Midlands, East, South East and South West.
- Existing Areas 1,2,3,4,6,7,8,9,10,12,13, and14.

The figure below depicts the explanation given.



Bands

Bands will be used through the procurement process and allows Highways England to be able to differentiate selected Lots which will include:

- Differing contractual requirements
 - Bands A and B require the tenderer to act as Principle Contractor
 - Band D requires the tenderer to act as Principle Designer
 - Band C requires the tenderer to act as Principle Contractor for their own works only
 - Insurances and Liabilities are different by Band
- Use of Bidding restrictions
- Application of Award Rules to be imposed prior to Contract Award

There will be four Bands and the Lots are allocated to each band as follows:

Band A (Civil Works) NEC 4 ECC	Band B (Specialist Works and Services) NEC 4 ECC	Band C (Specialist Works) NEC 4 ECC	Band D (Design) NEC 4 PSC
General Civil Engineering	Temporary Traffic Management	Landscaping & Ecology -	Design Services
		Road Markings	
		Road Lighting & Electrical -	
		Structures, Waterproofing and Expansion Joints	
Drainage	Road Restraint Systems	Technology (inc. Traffic Signals)	
		Structures, Structural Services & Concrete repairs	
		Cathodic Protection	

Applicants are referred to Appendix N of the SDF Selection Questionnaire document suite for more information about the Bidding restrictions and Award Rules

Overall Framework Lots and Sublots

The Scope of the Lot describes the technical and professional ability required to deliver the requirements, whilst a Sublot represents the geographical area of delivery. This geographical area can be based upon Highways England's areas, regions or super regions.

Overall, the framework will contain the following Lots and Sublots with the number of suppliers expected to be in each sublot:

Band A

Lot Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
1.1	General Civil Engineering (super region)	2		2		2	
1.2	General Civil Engineering (region)	1	1	1	1	1	1
2	Drainage	1	1	1	1	1	1

So, for example in the Lot "General Civil Engineering (super region)" we will appoint two suppliers in each super region, whereas in the Lot "General Civil Engineering (region)" only one supplier will be appointed per region.

Band B

Lot Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
3.1	Temporary Traffic Management (super region)	2		2		2	
3.2	Temporary Traffic Management (region)	1	1	1	1	1	1
4.1	Road Restraint Systems (Super region)	2		2		2	
4.2	Road Restraint Systems (region)	1	1	1	1	1	1

Band C

Lot Code	Lot Name	Area											
		7	9	10	13	12	14	6	8	1	2	3	4
5	Landscape and Ecology	2		2	2	2	2	2		2		2	2
6	Road Markings	2		2		2		2		2		2	
7	Road Lighting and Electrical Works	2	2	2		2	2	2		2		2	2
8	Structures Waterproofing and Expansion Joints	2	2	2	2	2		2		2		2	2
9	Technology (incl. Traffic Signals)	2	2	2	2	2	2	2		2		2	2
10	Structures, Structural services and concrete repairs	2	2	2	2	2	2	2		2		2	2
11	Cathodic Protection	1	2										1

Band D

Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
12.1	Design Services (region)	1	1	1	1	1	1
12.2	Design Services (Super Region)	1		1		1	

Indicative Sublot Values

Annex 2 provides an overview of the sublot values in the same format as above. This is provided to assist with Applicant's understanding. Please note that these values have been rounded.

Applicants must refer to Annex 2 of the Selection Questionnaire Guidance, which provides the detailed sublot values and turnover thresholds.

Quality Submission

At ITT stage applicants will be asked to respond with a quality submission. The overall intent is to ensure that it is easy for applicants to bid for as many lots as they want to and therefore the questions have been developed to ask the same question with the only variance being a regional emphasis.

Therefore, there will be a number of overall framework questions and then:

- Each Lot will have up to 2 methodology based questions
- Each sublot will have 1 regionally based question

Quality / Price thresholds have been set to 60/40 for Bands A, B and D and 70/30 for Band C.

Applicants wishing to bid across the bands will be required to answer all questions within each Band.

Commercial Submission

The commercial submission will consist of a schedule of rates that is identical across each Lot. Applicants are permitted to submit either identical rates for each sublot or they can change the rate based on geographical permutations.

It should be noted that specialist contractors are incentivised to make savings in construction costs and an effective handover from construction to operation will be encouraged to mitigate rework and delay.

Performance Management

Contractual performance will be measured via the Highways England performance framework, currently through the Collaborative Performance Framework (CPF). Suppliers will be informed in advance of performance metric changes going live and which metrics will be applicable to the framework going forward.

The contract documents will note that the content of the performance framework, and management, will be subject to amendment to allow for a robust and flexible approach to performance monitoring and management of supply chain.

The thematic areas of performance to be measured will be:

- Safety
- Delivery
- Customer

The performance measurement categories will consist of detailed metrics as per the performance framework. The method for determining the overall performance score will be detailed in the performance framework.

Works Allocation

Year 1

After the award of the Framework Contract, an indicative allocation of the percentage of the available work each Supplier within each Lot will be awarded is made. This is called the Value Allocation.

The percentage of work is allocated using the Suppliers combined quality and financial tender score. The highest scoring Supplier will be allocated the most work. The percentage of work allocated is determined by the number of Suppliers per Lot. The % figures that form the Value Allocation can be found in 'Selection Procedure' of the Framework Information document.

Year 2 and Subsequent Years

In Year 2 and subsequent years work allocation is based on performance using the Work Allocation Procedure.

Suppliers by default will retain the initial Year 1 value allocation of work if they are performing satisfactorily. If a supplier does not perform well in year, the Supplier will be assigned quality management points (QMP). Once a QMP threshold is met, the Supplier will lose a proportion of their allocated work for the following year and this work will be assigned to another supplier(s) on the lot. If supplier is able to improve their performance the following year and address the QMPs, the supplier will be reinstated with their original allocation of work for the next subsequent year.

Contract Specification & Terms

The contract form will be based on the NEC4 Framework Agreement including bespoke Highways England requirements defining the overarching principles of the framework for all suppliers.

Lots 1 – 11 will use the NEC4 Engineering Construction Contract (ECC) for works and Lot 12 will use the NEC4 Professional Services Contract (PSC) for design services both of which will include bespoke Highways England requirements.

Key features will be:

- Principal Contractor and Principal Designer duties
- Construction management duties to be undertaken by the lead contractor. The Principal Contractor will also be the lead contractor for majority of schemes.
- Early Contractor Involvement (including design services)
- Incentivisation mechanism
- Selection Procedure – value and work allocation

The framework will enable an annual Package Order of anticipated scheme work/services to be issued with call off instructed through Work Orders under the framework using the NEC4 PSC and ECC.

The framework will comprise of contractual agreements at framework and call off level as follows:

Framework Information	<p>This document details the contractual relationship between all parties i.e. the Client (Highways England) and suppliers and includes:</p> <ul style="list-style-type: none"> a) the purpose and objectives of the framework and the suppliers' role in working collaboratively with us to achieve b) the operation of the framework c) the selection procedure for the allocation of scheme Package and Work Orders through work and value allocation d) the quotation procedure i.e. rates to be applied for Work Orders. e) an agreed annual scheme programme of schemes to be delivered is issued to suppliers as a Package Order f) an annual incentivisation fund applicable upon delivery of the scheme programme and Client's efficiency target.
Work Orders	<p>Option C or E Work Orders will be instructed to the contractor/consultant and include:</p> <ul style="list-style-type: none"> a) the scope of the services/works b) principal designer/contractor as per CDM 2015 c) scheme start and completion dates d) agreed total of the prices e) additional risks

Procurement Process

The SDF will be procured under the Restricted Procurement Procedure following the indicative timeline below:

Date	Activity
3 rd August 2020	OJEU notice published
3 rd August 2020	Selection Questionnaire, Selection Questionnaire Guidance and Tender Briefing Note published.

10 th September 2020	Interested Parties express interest in tendering by submitting a completed Selection Questionnaire (SQ) that will demonstrate their ability to meet Highways England's professional, technical and financial standards.
Mid November 2020	Highways England confirms the tender short-list for each Lot and which Suppliers will be Invited to Tender
Late November 2020	Issue of Invitation to Tender
Early February 2021	Tender returns submitted
February- July 2021	Tender Assessment
October 2021	Framework Award
November 2021	Contract mobilised and operational

A Restricted Procedure has been selected to simplify the tender process and management effort while attracting suppliers with the necessary attributes to deliver the programme.

All procurement documents will be issued and received via Highways England's electronic tendering portal Bravo. All questions relating to both the Selection stage and the tender must be made via the Bravo site, and any direct approaches to Highways England members of staff will be seen as a breach of protocol.

If you require any assistance in registering for Bravo or accessing the system, please contact the procurement team by emailing: Procurement_SDF@highwaysengland.co.uk

Other queries should be raised by following the steps set out in the Selection Questionnaire Guidance.

Annex 1- Scope

1	Framework Scope
1.1	Lot 1 – General Civil Engineering (this comprises Lot 1.1 and Lot 1.2)
	<p>This Lot covers the supply of materials, plant and labour to carry out construction and removal activities, including but not limited to;</p> <ul style="list-style-type: none">• Highway drainage assets• Pipes,• Ditches,• Swales,• Ponds,• The control and disposal of contaminated material,• The installation of traffic signs and posts,• Non-illuminated traffic signs and posts• Earthworks,• Ducting,• Kerbing,• Footways,• Modular paving,• Site clearance,• Brick, block and stonework,• Piling,• Temporary works required to ensure a safe method of working.• Demolition• Concrete,• Asbestos removal (planned)• Earthwork stabilisation,• Counterfort drains,• Soil nailing• Ground anchors• Slope netting (rock and soil),• Rock slope works including dowels, bolts, scaling, buttressing, dentition, shotcrete, and• ‘Innovative’ stabilisation techniques, such as electrokinetic osmosis, fibre reinforced soil, soil mixing and the use of geosynthetics to reinforce soil

2.1.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Elements of <i>Supplier</i> Design • Principal contractor • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.1.3	<p>The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response Rapid Response) when instructed.</p>
<p>1.2 Lot 2 – Specialist Drainage</p>	
2.2.1	<p>This Lot covers the supply of materials, plant and labour to carry out;</p> <ul style="list-style-type: none"> • Construction, commissioning and removal of drainage and manhole/catch pits, • Renewal or recycling of filter drain material, • Renewal and repair of pipes and pipe lining, • Renewal of ditches, swales, ponds and any other vegetative treatment systems, • Control and disposal of contaminated material, • Installation, commissioning and removal and renewal of flow control equipment, and • Installation, commissioning and removal and renewal of any other drainage ancillary items including petrol interceptors and pumping station equipment
2.2.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Principal contractor • Welfare facilities

	<ul style="list-style-type: none"> • Manage Network Occupancy • Community; and • Contingency
2.2.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.
1.3 Lot 3 – Temporary Traffic Management (this comprises Lot 3.1 and Lot 3.2)	
2.3.1	<p><u>Deliver Schemes</u></p> <p>This Lot covers the supply of materials, plant and labour for the;</p> <ul style="list-style-type: none"> • Design, installation, maintenance and removal of temporary traffic management • Installation, maintenance and removal of temporary safety barrier systems • Installation, maintenance and removal of temporary speed enforcement systems • Installation, maintenance and removal of temporary CCTV systems. • Management of breakdown recovery services • Installation, maintenance and removal of temporary road markings and road studs, and • Removal of existing road markings and road studs
2.3.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Principal contractor • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
1.4 Lot 4 – Road Restraint Systems and Fencing (this comprises Lot 4.1 and Lot 4.2)	
	<p>This Lot covers the supply of materials, plant and labour for the;</p> <ul style="list-style-type: none"> • Installation and removal of road restraint systems (vehicle and pedestrian) • Push tests of existing road restraint systems, and

	<ul style="list-style-type: none"> • Installation and removal of highway fencing and environmental barrier
2.4.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Principal contractor • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.4.3	<p>The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response Rapid Response) when instructed.</p>
1.5 Lot 5 – Landscaping and Ecology	
	<p>This Lot covers the supply of materials, plant and labour to carry out landscaping and ecology works including;</p> <ul style="list-style-type: none"> • Weed control, • Wildlife control, • Ground preparation, • Seeding, • Turfing, • Planting, • Watering, • Tree and shrub maintenance, • Creation and Management of waterbodies and any other ecological measures, and • Landscape clearance
2.5.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation

	<ul style="list-style-type: none"> • Early Contractor Involvement • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.5.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.
1.6 Lot 6 – Road Markings	
	<p>This Lot covers the supply of materials, plant and labour for the installation and removal of;</p> <ul style="list-style-type: none"> • Highway road markings, • Road studs, • Installation and removal of temporary road markings and road studs, • Anti skid systems, • Crack sealing, and • Pavement joint repair
2.6.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.6.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.
1.7 Lot 7 – Road Lighting and Electrical	
	<p>This Lot covers the supply of materials, plant and labour for the installation, removal and commissioning of;</p> <ul style="list-style-type: none"> • Road Lighting, and • Illuminated signs and other highway electrical equipment

2.7.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Elements of <i>Supplier</i> Design • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.7.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.
1.8 Lot 8 – Waterproofing and Expansion Joints	
	<p>This Lot covers the supply of materials, plant and labour for the installation of and repair work to;</p> <ul style="list-style-type: none"> • Highways structure expansion joints, • Waterproofing systems, • Testing of existing waterproofing systems, and • Installation, maintenance and removal of any temporary works required to ensure a safe method of working
2.8.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.8.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.

1.9	Lot 9 – Technology (inc Traffic Signals)
	<p>This Lot covers the supply of plant and labour for the;</p> <ul style="list-style-type: none"> • Construction of highway technology works including the installation of specialist technology equipment, safety cameras and CCTV equipment • Supply, installation, commissioning and removal of traffic signal equipment, and • Installation, commissioning and removal of road lighting, illuminated signs and other highway electrical equipment. • Undertaking of enabling works to allow installation and removal of specialist technology, traffic signals, road lighting, illuminated signs and other highway electrical equipment <p><i>Suppliers</i> will be provided specialist technology assets by Highways England unless instructed otherwise.</p>
2.9.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Elements of <i>Supplier</i> Design • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.9.3	<p>The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.</p>
1.10	Lot 10 – Structures, Structural Services and Concrete Repairs
	<p>This Lot covers the supply of materials, plant and labour for the;</p> <ul style="list-style-type: none"> • Application of painting systems including specialist corrosion protection systems, • Repair of concrete on highway structures, • Installation and repair of bridge parapets, • Installation and repair of bridge bearings, and • Structural steelwork
2.10.2	<p><u>Other duties</u></p>

	<p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Elements of <i>Supplier</i> Design • Principal contractor • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.10.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.
1.11 Lot 11 – Cathodic Protection	
	<p>This Lot covers the supply of materials, plant and labour for the;</p> <ul style="list-style-type: none"> • Installation and commissioning of cathodic protection systems, • Installation and commissioning of remote monitoring systems, • Undertaking of enabling works to allow installation, commissioning and removal of the cathodic protection and remote monitoring systems systems, and • Installation, maintenance and removal of any temporary works required to ensure a safe method of working
2.11.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Early Contractor Involvement • Elements of <i>Supplier</i> Design • Welfare facilities • Manage Network Occupancy • Community; and • Contingency
2.11.3	The scope may also include carrying out some of the duties of the Maintenance & Response Contractor and providing Incident Response (Rapid Response) when instructed.

1.12	Lot 12 – Design Services (this comprises Lot 12.1 and Lot 12.2)
	<p>This Lot covers the design of highway maintenance, renewal and small improvement and associated services including;</p> <ul style="list-style-type: none"> • Structures, • Landscaping, • Pavements, • Drainage, • Traffic Modelling, • Traffic signals, • Geometrical designs, • Geotechnics, • Technology, • Lighting, • Motorway communications, • Environmental, • Noise quality (including non-invasive surveys), • Air quality (including non-invasive surveys), • Vehicle restraint systems, • Depots, • Preparation of contract documents, and • Site supervision, and • Stakeholder engagement/consultation
2.12.2	<p><u>Other duties</u></p> <p>This scope also includes:</p> <ul style="list-style-type: none"> • Mobilisation • Design validation • Principal designer • Manage Network Occupancy • Community • Contingency, and • Demobilisation
2.12.3	<p>The scope may also include providing design support as part of Incident Response (Rapid Response) when instructed.</p>

Annex 2

Lot Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
1.1	General Civil Engineering (super region)	1 - £60m 2 - £36m		1 - £116m 2 - £70m		1 - £144m 2 - £87m	
1.2	General Civil Engineering (region)	1 - £19m	1 - £5m	1 - £11m	1 - £35m	1 - £20m	1 - £38m
2	Drainage	1 - £41m	1 - £21m	1 - £16m	1 - £27m	1 - £18m	1 - £23m

Lot Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
3.1	Temporary Traffic Management (super region)	1 - £116m 2 - £70m		1 - £121m 2 - £72m		1 - £140m 2 - £84m	
3.2	Temporary Traffic Management (region)	1 - £34m	1 - £13m	1 - £17m	1 - £31m	1 - £19m	1 - £37m
4.1	Road Restraint Systems and Fencing (Super region)	1 - £61m 2 - £36m		1 - £56m 2 - £34m		1 - £25m 2 - £15m	
4.2	Road Restraint Systems and Fencing (region)	1 - £14m	1 - £10m	1 - £11m	1 - £12m	1 - £4m	1 - £6m

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Lot Code	Lot Name	Area											
		7	9	10	13	12	14	6	8	1	2	3	4
5	Landscape and Ecology	£6m £4m		£3m £2m	£2m £1m	£9m £6m	£2m £1m	£1m £1m		£5m £3m		£6m £4m	£5m £3m
6	Road Markings	£12m £8m		£16m £11m		£5m £4m		£8m £5m		£14m £9m		£7m £5m	
7	Road Lighting and Electrical	£11m £7m	£7m £5m	£9m £6m		£4m £2m	£2m £1m	£5m £4m		£2m £2m		£2m £1m	£3m £2m
8	Structures Waterproofing and Expansion Joints	£6m £4m	£13m £9m	£2m £1m	£8m £5m	£2m £2m		£6m £4m		£4m £3m		£6m £4m	£4m £3m
9	Technology (incl. Traffic Signals)	£4m £3m	£7m £4m	£8m £5m	£3m £2m	£5m £3m	£2m £1m	£6m £4m		£7m £5m		£6m £4m	£4m £3m
10	Structures, Structural services and concrete repairs	£8m £5m	£25m £16m	£20m £13m	£10m £7m	£14m £9m	£3m £2m	£12m £8m		£11m £7m		£4m £3m	£2m £2m
11	Cathodic Protection	£15m	£37m £25m										£1m

Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
12.1	Design Services (region)	£51m	£14m	£22m	£38m	£25m	£32m
12.2	Design Services (Super Region)	£43m		£40m		£38m	