Annex A Scope

Project Fingringhoe AA Ranges
Prepared on behalf of DIO

Document control

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General

This scope is to be read in conjunction with the Site Information and the NEC 4 PSC & ECC Option A contract. In the event of a discrepancy between the documents the more onerous standard or requirement is to be assumed ahead of formal instruction by the *Project Manager*. As per NEC 4 PSC & ECC Option A clause 17.1, there is a requirement for both the *Project Manager*, and the *Contractor* to inform each other of an ambiguity or inconsistency in the documentation provided.

The Following Scope shall be deemed included in each Life Cycle Agreement using NEC Engineering and Construction Contract with X22 option for Early Contractor Involvement.

S G.1 Definitions

Stage One

Is to:

- Develop the design to construction-ready maturity level (As per Scape Framework - Pre-Construction Stage (Detailed) – (RIBA Stage 4));
- Complete associated Design Services;
- Obtain Subcontractor prices and procure and validate these Subcontractors (utilising open-book cost assessments of packages);
- Provide a cost proposal for Stage Two;
- Schedule drawing and information requirements (BIM);
- Programme and coordinate any pre-construction enabling works and services required; and
- Create a waste management plan and all other required environmental sustainability documents.

The completion of these activities by the end of Stage One will enable the Client to agree on instructing the Delivery Agreement with the Partner to execute the Works and Services.

Stage Two

Is to execute and manage the Works under the terms of the Delivery Agreement. During this stage the Contractor is to:

- Provide the Works in accordance with the Scope;
- Issue updated programmes;
- Provide appropriate pricing information;
- Follow NEC procedures relevant to contract pricing Option A;
- Operate a quality management system;
- Execute a BIM Execution Plan at a level of maturity equivalent to that recognised in industry as BIM 'level 2', or Stage 2 as defined by ISO19650;
- Undertake the responsibility of producing a construction phase plan and relevant H&S procedures; and
- Act in a proactive manner with the Client, its representatives and project team with the aim of project success.

The completion of these activities by the end of Stage Two will give rise to Handover and subsequently Project Completion in line with the scope, site information and contract.

S 100 Description of the *works*

S 105.1 Description of the w*orks*. A full set of specifications and drawings for these *works* can be found within S 2000 of this scope. The following documents are applicable across the Site and are the basis for the design and works:

The below as built drawings/DWGs are available from the previous phases of works:

TBD_FHR_AC_combined A1.dwg
TBD_FHR_AC_TRACK LEVELS.dwg
Z9D1163Y16-TTE-03-ZZ-DR-C-410101.pdf

In outline, the *works* in this package are to provide the following:

S 105.1 Asphalt Road – Full depth reconstruction of the sections of asphalt road between chainages 347m & 392m (including widening), 1106m & 1373m & either side of the existing cattle grid.

Drawings:

Z9D1163Y16-TTE-03-ZZ-DR-C-410102.pdf
Z9D1163Y16-TTE-03-ZZ-DR-C-410103.pdf
Z9D1163Y16-TTE-03-ZZ-DR-C-410104.pdf

S 105.2 Concrete Road – Full depth reconstruction of the section of concrete road between chainage 1042m & 1106m.

Drawings:

Z9D1163Y16-TTE-03-ZZ-DR-C-410103.pdf

S 105.3 Riviera Culvert – Construction of a culvert and associated head walls between chainage 1060m & 1068m.

Drawings:

Z9D1163Y16-TTE-03-ZZ-DR-C-410103.pdf

S 105.4 Asphalt Surface Course – Preparation of existing and binding and laying of asphalt final layer(s) between chainage 392m & 1042m, the car park and road connecting the range support area.

Drawings:

Z9D1163Y16-TTE-03-ZZ-DR-C-410102.pdf
Z9D1163Y16-TTE-03-ZZ-DR-C-410103.pdf
Z9D1163Y16-TTE-03-ZZ-DR-C-410104.pdf
Z9D1163Y16-TTE-03-ZZ-DR-C-410105.pdf

S 105.5 Remediation of Haul Road – An existing concrete road is present between chainages 1390m & 1858m. Adjacent to this is the previous contractors haul road which has been buried. The remediation to this section of road is in line with the Natural England approved remediation strategy which can be found in the document below.

Document:

20250217-Fingringhoe Ranges briefing-O.pdf

S 105.6 Cattle Grid – A cattle grid is to be provided between chainage 1250m & 1253m. The materials are already available on site from the previous phase. A fence and adjacent gate are required to separate one side of the farmer's grazing area from the other.

Drawings:

Z9D1163Y16-TTE-03-ZZ-DR-C-410103.pdf

S 105.7 White Lining – The car park is to have coach bays and the automatic barriers at chainage 397m & 1839m to have stop lines installed once final road courses are completed (if required).

Drawings:

Z9D1163Y16-WYG-00-00-DR-L-801004 Landscape - Surfaces (1).pdf

S 105.8 Culvert for Natural England Remediation Strategy – The haul road and associated burying material have formed a pond and the level of this varies depending on the time of year. It has been requested by Natural England that the pond is to be retained and overflow onto the road prevented which is detailed in the remediation strategy.

Drawings:

Z9D1163Y16-TTE-03-ZZ-DR-C-410104.pdf

S 110 Project Objectives

The Project objectives are as follows:

S 110.1 To provide adequate works to finalise the range access facilities. The existing track is to have full depth reconstruction in concrete or asphalt where appropriate, culvert installed, haul road remediated and cattle grid installed.

S 110.2 Ensure that, outside of agreed periods (as detailed in S 205.2), disruption to the operation of Fingringhoe Ranges is kept to a minimum during the construction period.

S 110.3 Ensure that the *works* are designed, constructed, commissioned and maintained to the appropriate standards and regulations during the construction and compliance periods.

S 110.4 Optimise Through Life Costs of maintainable assets.

S 110.5 Link the Project and its delivery to the End Users' operational outputs.

S 110.6 Ensure that new facilities have a minimum structural design life of 60 years, and free from major maintenance for 25 years.

S 110.7 Complete the works within the ISD constraints and provide a programme to suit.

S 200 General constraints of how the *Contractor* provides the *Works*

S 205 General constraints

S 205.1 Use of the Site. Use of the Site is permitted only for the purpose of carrying out the works. *Site boundaries* are shown on Z9D1163Y16-TTE-03-ZZ-DR-C-410101.pdf

205.2 Access to the Site. Normal access to the range complex is via the B1025 and Lodge Lane. Access to Site via the Range Main Gate can only be guaranteed between the following times:

- Monday to Friday 0800 – 1700.
- Saturday and Sunday access is available upon application to the *Project Manager*.

S 205.3 The track which connects Fingringhoe Range (Old) and Wick Marsh Range (New) will be required for infrequent access by the Range Staff and the farmer who rents land. The *Contractor* is to liaise with the Site Staff, via the *Project Manager*, to manage any track closures.

S 205.5 The *Contractor* is to provide a minimum period of 25 working days notice to the *Project Manager* if the *Contractor* requires the *Client* to vacate a facility or area prior to requiring it for construction or demolition. This is to ensure that site can make alternative arrangements for range users.

S 205.4 Deliveries. Deliveries and large-scale vehicle movements must be scheduled to avoid the busy periods on the local roads and access routes.

S 205.5 Noise and Vibrations. No restrictions during working hours.

S 205.6 Working Hours. The normal working hours are between 0800hrs to 1700hrs Monday to Friday (excluding bank holidays). No working is permitted outside these times, at the weekend or on bank holidays unless prior approval has been obtained from the *Project Manager*. Application for approval is to be submitted to the *Project Manager* at least 5 full working days in advance. The *Client* reserves the right to refuse any request for working outside normal hours. Any additional costs from working outside normal hours shall be the responsibility of the contractor, unless instructed by the *Project Manager*. Normal range closure time is 1630hrs, therefore the *Client* will arrange access codes to a SC cleared member of the *Contractor* site team if required.

S 205.7 Parking. All parking is to be within the *site boundaries*. The site manager is to be consulted on all proposed parking areas.

S 205.8 Use of Cranes – No restrictions to use.

S 205.9 Restrictions on the use of Hazardous Materials – No restrictions on use other than those imposed due to environmental restrictions.

S 205.10 Storage of fuel and chemicals. The storage of fuel or chemicals shall be limited to that solely required to complete the works. All fuel and chemical storage are to be stored in bunded containment to prevent any spillage leaking into the ground. All vehicle refueling is to be done on either hard standing or within a suitable bunded area to prevent any potential pollution of the Site.

S 205.11 Pollution, ecological or environmental impacts. Due to the SSSI and RAMSAR nature of the Site, there is to be no potential opportunity for pollution to enter the ground within the *site boundaries*. All environmental incidents and near misses are to be notified to the *Project Manager* and cleared up immediately. The *Contractor* is to provide a suitable Site Management Plan to demonstrate how environmental risks have been identified and will be managed, including method statements for handling specific risks involving hazardous materials. The Site Management Plan shall allocate adequate space and access for the safe movement, appropriate storage and segregation of construction plant, materials, components, site fabrication or production activities and removal of site waste. Materials arising from the contract can be stored within areas agreed with the *Client's* Site representative, these must be outside the sensitive areas.

S 205.13 Archaeological Requirements. There have been extensive Archaeological clearances ahead of the main contract being awarded, see Site Information. In the event of a find of Treasure (gold or silver objects and coins) and other historic artefacts the *Project Manager* is to be informed by the *Contractor*.

S 205.14 Interfaces between the *works* and existing things. Any proposed shutdown of services which may affect the use or the *Clients* use of the existing ranges is to be notified to the *Project Manager*, 25 working days in advance, for approval by the *Client*. E.g. Fire Alarm, CCTV, Communications, Power, Water.

S 210 Confidentiality. Save for information which is in the public domain, the *Contractor* shall keep confident, and not disclose any technical or commercial know-how, specifications, inventions, photographs, processes or initiatives which are of a confidential nature and have been disclosed to the *Contractor* by the *Client* or its agents and any other confidential information concerning the *Client's* business, Site Information or its products which the *Contractor* may obtain and the *Contractor* shall restrict disclosure as need to know the same for the purpose of discharging the *Contractor's* obligations to the *Client* and shall ensure that such employees, agents or suppliers are subject to like obligations of confidentiality as bind the *Contractor*.

S 215 Security and Protection of the Site.

S 215.1 The *Contractor* shall provide a secure and robust Site compound. Site security fencing shall be designed with consideration of the operational requirements of the Site.

S 215.2 Due consideration shall be given to breaks which may be required in the perimeter for the installation of temporary and permanent services.

S 215.3 The *Contractor* shall be solely responsible for the signing of his staff, *Subcontractor's* and authorised visitors in and out of the Site.

S 215.4 The *Contractor* shall ensure that only those staff, *Subcontractor's* or third parties who have a legitimate reason to be on site for completing the *works* are permitted access.

S 220 Security and Identification of People.

S 220.1 The *Contractor* shall be responsible for obtaining security clearance of BPSS for all their personnel and those in their supply chain and the *Contractor* shall pay all associated costs. Security clearance is not guaranteed.

S 220.2 For SC clearance an online application is necessary which will be vetted by Defence Business Services National Security Vetting (DBS NSV) agency. This could take up to 12 weeks.

S 220.3 The *Contractor* will be responsible for all escorting of any un-cleared visitors, deliveries, workers or *subcontractors* that may require access to Site.

S 220.4 Unescorted access will only be granted to those personnel who hold a minimum of BPSS Clearance; all other personnel must be escorted by a member of staff employed who holds a minimum of SC Clearance. All clearances will be confirmed by the DIO SIM. In the event that staff are unavailable a qualified individual who holds a WWW Contractors Pass may carry out escort duties with prior approval. All operatives must be briefed on their personal health and safety responsibilities by the Range Officer and Site representatives prior to entry to site.

S 220.5 The *Contractor* and their supply chain shall expeditiously take all necessary steps required by the *Project Manager* to prevent unauthorised persons being admitted to the construction site. If the *Project Manager* gives notice that any person is not to be admitted to the site, the *Contractor* shall take all appropriate steps forthwith to comply.

S 220.6 The *Contractor* is to provide a gate guard and suitable small cabin at the main gate, at all times when the *Contractor* is working. The gate guard will be responsible for ensuring all deliveries, workers, etc in conjunction with the *works* are suitable inducted onto the Site and directed to the correct location. They shall also be responsible for denying access to *Contractors*, *Subcontractor's* staff, deliveries, outside of the agreed access timings.

S 225 Protection of Existing Structures and Services.

S 225.1 Buildings and facilities outside the *site boundaries* are strictly off limits to *Contractor's* personnel.

S 225.3 The *Contractor* shall adequately protect and prevent damage to all existing buildings, fences, gates, walls, roads, paved areas and other Site features which remain in position during the execution of the *works*. Any utilised existing buildings are to be handed back in the same or better state.

S 230 Protection of the *works*. The *Contractor* should provide protection to completed *works*, where necessary, to avoid damage before Takeover.

S 235 Cleanliness of roads. The *Contractor* will maintain the cleanliness of the roads and traffic routes to the *works*. The *Contractor* is to submit for agreement with the *Project Manager* or *Supervisor* a schedule for maintaining cleanliness of road and traffic routes within the establishment utilised by vehicles transiting to and from the Site. The schedule shall form part of the *Contractor's* Traffic Management Plan.

S 240 Traffic Management. The *Contractor* is responsible for all traffic management, within the site boundaries. The *Contractor* will submit a Construction Traffic Management Plan (CTMP) for the project including dates/ timings, demonstrating minimal disruption/ closures of the existing range facility. This includes the following:

S 240.1 The track preparation for construction traffic.

S 240.2 Construction material deliveries/ import.

S 240.3 Any works adjacent or under the access track that would affect normal access and final track upgrade.

S 240.4 HGV arrival/departure routes on the wider highway network, which must be agreed with the local highway authority and applied for the duration of the contract.

S 245 Condition Survey. Prior to the start of the *works,* the *Contractor* shall carry out a dilapidation survey of their site possession area and any shared access routes, including photographic records of the Site and adjacent features, condition of road, pavements, kerb and hard surfacing. The *Contractor* shall agree the dilapidation survey records with the *Project Manager* prior to Site possession and commencement of the *works*. The *Contractor* shall bear any costs arising from damage to existing roads, features, roads and footpaths and existing services.

S 250 Consideration of others. The *Contractor* shall liaise with the *Project Manager* in respect to establishing a 'good neighbour' policy and how he will demonstrate this. The *Contractor* must as a minimum and in addition to the planning conditions, and to reinforce some related points elsewhere in this document, ensure that:

- Nuisance and inconvenience to those that could be affected by the *works* is minimised.
- Access points to offices and work areas are kept clear, and that the site is maintained in a tidy state.
- Construction traffic is managed to minimise disruption.
- A traffic management plan is developed, implemented and monitored.
- An environmental policy or statement is displayed, and the information is communicated to operatives and visitors.
- Waste is avoided, reduced, reused, and/or recycled.
- Procedures are in place to safely manage waste and are that these are monitored.
- It monitors how much waste is diverted from landfill and measures against reduction targets.
- Procedures are in place to reduce energy consumption and that the procedures are monitored.
- Plants, trees, and wildlife are identified and protected.
- The first impression of the work area is that it is clean, tidy and well maintained, and that hoardings are appropriate to the surroundings of the work area.
- The site office, welfare facilities and the areas around them are well maintained, hygienic and clean.
- Waste skips are tidy, not overfilled and are covered when not in use.
- Dust prevention measures are used and are effective.
- It communicates effectively with those that could be affected by the work.
- Appropriate controls are in place on the use of music players, mobile phones and cameras, and that these controls are monitored.
- It promotes safety clearly and strongly to operatives, visitors and the public always.
- The construction phase and health and safety plan are developed, implemented and regularly reviewed and audited.
- Procedures are in place to ensure method statements and risk assessments have been issued and are approved prior to commencement of work.
- Accidents and near misses are recorded and managed with the appropriate action taken.

- There are procedures for toolbox talks and safety briefings.
- COSHH data sheets are readily available and issued to relevant parties.
- There are suitably trained first aiders/appointed persons and approved first aid equipment, and that first aiders are visually identifiable on site.
- All visitors are inducted and/or escorted when on site.

S 255 Industrial relations – Not used

S 260 Control of Site Personnel.

S 260.1 The *Contractor* shall not permit his operatives or those of his *Subcontractors* to take drugs (except for medicinal needs) or consume alcohol anywhere on Site. Anyone found so doing will be immediately escorted from site and security shall rescind their access to Site.

S 260.2 The *Contractor* shall not permit his operatives or those of his S*ubcontractors* to smoke anywhere on Site other than the designated smoking area.

S 260.3 Part of the *site boundary* falls within the danger template of existing ranges. The *Contractor* is to ensure all operatives are briefed on the safe areas of work. Any areas which are within live danger templates are to be securely marked, with HERAS fencing or equivalent, in order to prevent accidental incursion.

S 265 Site Cleanliness

S 265.1 The *Contractor* is to keep roads used for construction traffic clean and clear at all times.

S 265.2 The *Contractor* is to ensure all waste is secured to prevent it being blown outside the *site boundaries.*

S 270 Waste Materials

S 270.1 The *Contractor* will develop a Site Waste Management Plan (SWMP) in accordance with Site Waste Management Plans Regulations 2008. This plan will detail the method of managing and segregating waste and demonstrate how the *Contractor* shall recover a minimum eighty (80) percent of construction, excavation and demolition waste. Sub targets include recovering a minimum sixty (60) percent construction waste and a minimum sixty (60) percent demolition/strip out waste.

S 270.2 The SWMP shall identify:

- The types of waste that will be generated.
- How the waste will be managed – will it be reduced, reused or recycled
- Who is responsible for preparing and maintaining the plan.
- The Contractors that are used to remove the waste and where the waste is being taken to.
- Hazardous waste.

S 270.3 The *Contractor* will take responsibility for the implementation and execution of the waste management plan and shall report construction waste data quarterly, The Format is found in Enclosure 1, the *Project Managers* Report/Waste.

S 270.4 The *Contractor* shall retain transfer/consignment notes for construction waste taken off site and make them available to the *Project Manager*.

S 275 Deleterious and Hazardous materials. The *Contractor* is not allowed to use deleterious materials within the *works*. The contractor is to notify the *Project Manager*, 20 working days in advance, for approval to incorporate hazardous materials into the *works*. Approval may not be granted.

S 280 UXO. Ref - EOC report, Site Information 255. The *Contractor* is to provide all UXO banksman deemed necessary for the entire duration of the *works.* The *Contractor* is responsible for the notification and clearance of any explosive device found within the *site boundary*. The MOD EOD emergency response units will not respond to incidents within this Site, nor conduct any disposal or render safe activity. It is responsibility of the *Contractor* to provide this function. If in the unlikely event a chemical or biological device is suspected the disposal of this will be via MOD EOD emergency response, initiated through a call to the Joint Service EOD centre via the Police emergency number (999)

S 290 Scrub Clearance. The *Contractor* is to use mechanical means to clear scrub if required. Should the *Contractor* deem it necessary to use a chemical treatment, the *Project Manager* is to be notified, justifying why it is to be used. Permission must be granted by the *Project Manager*. GCN has previously been relocated after conducting a large turf strip across most of the Site with the arisings being stockpiled within the *site boundaries*. These arisings were incorporated back into the Site as part of the previous works**.** A dedicated GCN pond now exists at the Southeast of the site and GCN have not been found in the main Site pond and balancing/attenuation pond.

S 300 *Contractors* Design

S 305 Design Responsibility.

S 305.1 The *Contractor* shall complete and fully own the design for new features and deliver construction in accordance with project requirements and criteria. The *Contractor* shall assume full responsibility for all matters relating to the design and construction of the *works* to provide a suitable project for the *Client.* The scope provides the minimum standards which are provided for guidance only. The *Contractor* will make sure that the standards adopted in the *works* meet or better the minimum specified and are adequate for the purpose defined in the contract.

S 305.2 The *Contractor* will be responsible for:

- design of all temporary works
- developing the concept design to full design
- design coordination and management
- preparation of detailed design
- all necessary surveys, intrusive ground investigation and analysis, so the *Contractor* can satisfy themselves and the *Client* that the *works* can be delivered at the Site to meet the *Client's* requirements, which include the following at minimum:
- Locating all services relating to, or affected by, the project, determining capacity and condition and for liaison with the relevant suppliers, including Project Aquatrine for water & wastewater services, for connection, alterations to, or diversions of, any pipe or cable service.

S 305.4 The *Contractor* shall satisfy the requirement, the implementation and delivery of the design, construction, and compliance requirements which shall be met in their entirety (inclusive of all component parts). This means that our stated requirements must be met, and all components, fixtures and fittings supplied and installed by the *Contractor* must be fit for intended purpose and provide a demonstrable through life, best value and sustainable solution to the *Client.*

S 305.5 It shall be clearly noted that the drawings supplied within the appendixes and references are at mixed statuses, please refer to each drawing status for accurate usage. Some drawings are at concept only from the initial phase of this project and cannot be assumed to accurately define area requirements. The *Contractor* shall develop the package to include new design elements and relevant drawings for review.

S 305.7 The *Contractor* shall demonstrate their design fully meets the requirements of the relevant statutory regulations and restrictions, including those imposed by the *Client* at Fingringhoe Ranges.

S 310 Design submission procedures.

S 310.1 The *Contractor* shall prepare full working drawings and specifications for all new aspects of the *works* as the design proceeds. All such drawings and specifications are to be submitted to the *Project Manager* at key stages as noted in S 310.5.

S 310.2 At each design submission stage the *Contractor* is to:

- Submit all drawings and documents in electronic format, via the specified project common data environment, in both Adobe© PDF and native format to the *Project Manager*.
- Provide a list of drawings and documents being presented for review.

S 310.3 Timings. The *Contractor* must allow a minimum of 5 working days for a response from the Technical Support Provider (TSP). The TSP will respond within a maximum of 20 working days. Allowance for these reviews must be shown within the schedule.

S 310.4 Status. The TSP will respond with one of the following classifications:

- A – Concurred in Full. Comments may be added but the *Contractor* does not have to respond. The *Contractor* has the authority to proceed to the next design stage, see S 310.5. or at 100% S 310.6.
- B – Concurred with the following comments. The *Contractor* may proceed to the next design stage, but the comments must be acknowledged, and the next design submission must highlight where the comment(s) have been included/amended the design. Should the *Contractor* disagree with the comments raised, they must respond to the TSP within 5 working days of the status being communicated to the contractor by the TSP, stating why they disagree, and a risk reduction meeting must be scheduled in order to allow a common understanding developed before further design work is undertaken. If no objection is raised within the 5 working days, it will be assumed by the TSP that all comments are accepted by the *Contractor.*
- C – Rejected in Entirety. Any document that receives a ‘C’ status the *Contractor* must not proceed to the next design stage and must be resubmit the submission in entirety until either an ‘A’ or ‘B’ status is achieved. Should the *Contractor* disagree with the decision of the TSP, the *Contractor* must respond to the TSP, within 5 working days of the status being communicated to the contractor by the TSP, stating why they disagree. A risk reduction meeting must be scheduled in order to allow a common understanding to be developed before further design work is undertaken. If no objection is raised within the 5 working days, it will be assumed by the TSP that all comments are accepted by the *Contractor.*

S 310.5 Design Submissions. The *Contractor* is to submit designs at the following stages:

Ser	Design Stage	Requirement

1	Initial Design Stage	all full-size drawings, calculations, specifications and reports
2	95% Stage	full-size drawings, calculations, specifications and reports, schedules of details of all finishes in all areas including external materials Supporting information for building regulation submission including calculations and whole life cost analysis.
3	100% Stage	100% signing documents
4	Post 100%	As Built full-size drawings or specification revised after 100% design sign off
5	Handover	1 copy of all full-size drawings or specification and 1 Electronic Copy uploaded to the project CDE GliderBIM

S 310.6 Approval to Proceed to Construction. Once the 100% stage design has status A, a meeting is to be held with the *Client*, the contractor and the *Project Manager*. This meeting is to give formal approval to proceed with construction.

S 310.7 Design Submission Levels of Detail (LOD). The following levels of detail shall be provided:

- 100% stage – LOD 5.
- Handover LOD 6.

S 315 Design approvals from Others. The *Contractor* is to submit designs to the following approvers:

S 315.4 Establishment Maintenance Management Organisation (EMMO). The EMMO, Landmarc, is responsible for maintenance and repair of the Site. The EMMO also undertakes the following duties:

- The management and updating of all Site Information and drawings.
- Undertakes Authorised Engineer (AE) / Authorised Person duties (AP) for all controlled activities where any *Contractors* is working on the Establishment.
- Liaises with all *Contractors* on Pre-Takeover Activities.

S 315.5 The *Contractor* shall apply for the relevant consents from the Environment Agency. Any proposed *works* or structures, in, under, over or within 8 metres of the top of the bank of a designated Main River, and within 16 metres of a tidal defence will be subject to an Environmental Permit application through the EA. In particular, the Contractor should be aware that the work associated with access track widening will require an Environmental Permit".

S 320 *Client's* requirements

S 320.1 Government Soft Landings (GSL). The *Contractor* shall ensure that the design, construction, handover and aftercare of the facility apply to the principles of the BSRIA Soft Landings and GSL. The process will reference the Soft Landings Framework (BSRIA BG4/2009), GSL guidance and abide by the Soft Landings Core Principles (BSRIA BG38/2012). The *Contractor* shall comply with the requirements of the handover guidance document for work completed outside the contract, Ref GD388. The handover procedure shall be managed in parallel to the GSL and in conjunction with LANDMARC and their maintenance policy.

S 320.2 Policies and Guidance. The *Contractor* is to ensure the works adhere to the following non-exhaustive list:

- JSP 850 – Infrastructure and Estate Policy, Standards and Guidance.
- JSP 375 – MOD Health & Safety Handbook.
- DSA OMEA Part 3 Ranges.
- JSP 434 - Defence Construction in the Built Environment.
- JSP 435 - Defence Estate Management.
- JSP 440 – Defence Manual of Security (Restricted). Note: To ensure compliance with JSP 440 in the first instance Contractor should refer to HMG Security Policy Framework (unrestricted) which is available at the following link:
- http://www.cabinetoffice.gov.uk/resource-library/security-policy-framework
- JSP 480 – Defence Coordinating Installation Design Authority Manual of Regulations for Installation of Communication Information Systems.
- MOD Sustainability and Environmental Appraisal Tools Handbook ("The SEAT Handbook").
- Defence Infrastructure Fire Standards.
- Cabinet Office Benchmarking Criteria
- JSP 418 – Management of Environmental Protection in Defence (Unrestricted).
- PI 01/10 MOD building regulations compliance system (Revised Jan 2014)
- PI 06/11 on Environmental Performance Assessments (Built Environment).
- DREAM.
- MoD's strategy for the implementation of BIM.
- MoD's strategy for the implementation of Government Soft Landings.
- JSP 815 – Defence Environment and Safety Management (Unrestricted).
- PG 01/12 Building a Resilient Climate (for information).
- PG 01/11 Sustainable Development Minimum Standards: Core Works.
- Installations on MOD Property.
- PG 01/10
- DMG 08 - Space Requirements for plant access, operation and maintenance.
- DMG 17 – Design Energy Targets.

S 320.3 Planning. The *Client* has submitted a planning application and received planning permission (ref. 181189) as provided in the Site Information. The *Client* will have discharged the following 1, 2, 11, 12 and 13 and the previous contractor has discharged all other relevant conditions.

S 320.4 Security. All security equipment must be in accordance with JSP 440 and the Catalogue of Security Equipment.

S 320.5 BIM The Contractor works to BIM Stage 2 as identified in the Method of Operation. The Contractor's design proposals/Scope, activity schedule or price list, and programme must include appropriate provisions to discharge the BIM Stage 2. The details of these can be found In SC Enclosure 6 BIM Documents Pack under the scoring guidance and Requirements of Response (ROR).

S 322 Clients requirements for sustainable development and the environment

S 322.2 Environmental standards. It is Ministry of Defence (MOD) policy to minimise the adverse environmental effects of its projects and operations. Recycled or recyclable products are to be preferred wherever they are available. Projects are to be designed to

minimise the consumption of energy, avoid the consumption of products associated with the destruction of tropical rain forests or threatened animal species, avoid the omission of pollutants, harmful radiation or ozone layer depleting chemical and avoid the use of noxious substances, especially DIO 'Red list and EC List 1 substances'. The use or emission of any such product, pollutant or substance shall require the specific written authorisation of the *Project Manager*. Furthermore, an environmental statement shall be required, which assesses the degree to which the project satisfies the foregoing. The *Contractor* is also responsible for the CL:AIRE Protocol.

S 322.4 The *Contractor* shall ensure that through life costs (including cost of carbon) and benefits are used in the development of designs so that long term value for money can be achieved. Examples include:

- Cost savings.
- Carbon savings.
- Waste savings

S 322.5 Legislative Compliance. There are areas where the *Client* has negotiated and agreed alternative approaches with Regulators, Statutory Bodies and internal stakeholders in order to deliver legislative compliance within the context of its operational activities and business process. The *Contractor* shall comply with these alternative methods which are contained in JSP 418 and 362 and in MOD Policy Instructions, Information Notes and Practitioner Guides.

S 322.6 Policy Compliance. The *Contractor* shall comply with MOD policies that describe non-statutory but formally agreed Sustainable Development and environmental commitments. These include targets and commitments under the Government's Sustainable Development agenda or as agreed with other Government Departments. These commitments are contained in MOD Policy Instructions and Strategy and Action Plans. In particular the *Contractor* should support the MOD in achieving the following Sustainable Development policy targets.

- 'Greening Government' Commitments' – these commitments, developed by Department for Environment, Food and Rural Affairs (Defra) apply across Government. Any new development needs to help the MOD meet these targets.
- MOD Sustainability Development Strategy – this is the MOD's strategy for achieving the Greening Governments targets and implementing the Secretary of States Policy Statement. It sets out the MOD's priorities for promoting sustainable development.
- DIO Sustainable Development Action Plan – the DIO SDAP covers Estates issues on behalf of all other TLBs. Development on the Defence Estate will similarly need to be designed and built to deliver these targets.

S 322.7 Ecology. The following ecological actions are to be delivered by the *Contractor*:

- Ensuring any work is not detrimental to the wider environment.
- Implementing control or eradication measures for pests and invasive species.

S 322.8 The *Contractor* is to make sure and demonstrate that all Timber and Wood-Derived Products are from sustainable sources and legally harvested / traded, and that custody / audit trail documentation is retained for audit purposes. The *Contractor* is to make sure and demonstrate compliance with Government Buying Standards for relevant materials, products and components.

S 322.9 Not used
S 322.10 Not used

S 322.11 The *Contractor* shall manage land contamination hazards relevant to or created by activities under the contract through the *Project Manager* and the *Client.* This will include liaison with regulators as required.

S 325 Design Co-ordination. The *Contractor* is responsible for all design co-ordination.

S 330 Requirements of Others.

S 330.1 The *Contractor* shall liaise with and gain the required approvals from the *Client's* Approved Persons (APs) throughout the works. Where AP involvement is known to be required, the AP will require 20 working days, prior to confirming the appointment. Attendance on Site is then dependant on availability. In addition, it is the responsibility of the Contractor to mitigate any delays associated with non-compliance of this timeframe.

S 330.2 The *Contractor* is responsible for obtaining building regulations control approval.

S 330.3 The *Contractor* is responsible for liaising with statutory bodies and for co-ordinating their element of the *works*.

S 335 Copyright Licence. The *Contractor* may use MOD names, insignia and badges on communications and other materials such as signage in compliance with latest MOD policy and when authorised to do so by the *Project Manager.* The *Contractor* should note the following:

S 335.1 The MOD colour palette is the only set of colours that should be used for MOD names, badges and insignia.

S 335.2 Co-branding. Under the HM Government identity system, co-branding is not permitted. This means that the DIO badge cannot be applied alongside third-party logos such as private sector logos (including those of industry partners). Documents may include the DIO name (written in text) and a third-party logo, or the DIO logo and a third-party organisation's name (written in text) but it cannot include two logos. If the DIO name is written in text, it should be written in plain text – it should not be written in a way that could be construed as a logo.

S 335.3 Signage. Other non-DIO logos may be used on signage which also features the DIO logo providing the following rules are applied.

- The exclusion zone around the DIO logo, as set out in the provided guidance must be observed. No other logos may be used to create a co-branded sign alongside the DIO logo, but they can appear below the DIO logo. Where the DIO logo is used on signage no other wording may be used.
- The sign should be presented on a light background with sufficient space below the exclusion zone reserved for the name or title, to be lettered in black. As the physical proportions of signage vary considerably, advice from the PM is recommended before commencement. The resulting sign (featuring the DIO logo in conjunction with organisation name) does not become a new logo and must not be used elsewhere as such.

S 340 Access to information following completion. The Contract Records shall be retained for a period of six (6) years after the expiry of the contract period.

S 350 Collateral Warranties

350.1 The Contractor shall provide the Client with a Collateral Warranty for the whole of the works.

350.2 The Contractor shall obtain Collateral Warranties from all Subcontractors, Suppliers and Consultants providing a design service.

350.3 The Contractor shall obtain Collateral Warranties from Subcontractors/Suppliers for major items of Plant and Equipment incorporated in the works.

350.4 There are no collateral warranties provided for any of the surveys provided by the Client. It is incumbent on the Contractor to carry out verification checks as necessary or to undertake its own surveys and investigations.

S 360 Derogations

S 360.1 In developing the design, the *Contractor* may propose derogations from the Derived Design. These derogations should include reference to location, the units that will be affected, the buildings, the relevant space types within the buildings and the specific dispensation required e.g. dimensions and/or environmental standards). Any proposed derogations from the Derived Design shall be highlighted by the *Contractor's* tender submission for the *Project Manager* to review.

S 360.2 Item removed.

S 360.3 Item removed

S 370 Building Information Management

S 370.1 The *Contractor* is meet all requirements of the *Clients* information requirement as provided at Enclosure 2.

S 370.2 Item removed.

S 370.3 The *Contractor* shall schedule, plan, coordinate and deliver the Information: model(s), documents and data files, at the Level of Development specified in 310.7 and to the EIR.

S 370.4 The *Contractor* will hold model(s), documents and data files at the Level of Development specified in WI310.7 and in accordance with the EIR until the Client have procured their Clients Asset Information Model Common Data Environment (AIM CDE) at which time they will Publish Information to the Clients AIM CDE and/or on request forward the model(s), documents and data files in the specified formats to another third party contractor engaged by the Client

S 370.4 Item removed.

S 370.5 The *Contractor* shall produce the Master Information Delivery Plan. In collaboration with the *Client's* TSP the *Contractor* shall update the MIDP throughout the project.

S 370.6 The *Contractor* shall work with the *Project Manager* collaboratively in completion of the initial post operation evaluation for projects handed over in accordance with the GSL guidance document.

S 370.7 Item removed.

S 370.8 Item removed.

S 370.8 For any *works* initiated by another third-party contractor engaged by the *Client* the *Contractor* shall:

- Receive the information: models, documents and data files at the Level of Development (LOD & LOI) provided as specified in the Project IDP and in accordance with the EIR.
- Review and mark-up Models, Documents and Data files as a result of its work development activities.
- Throughout the course of the contract, as a result of their work development activities, update the COBie Demand Matrix (CDMx) in accordance with the DIO EIR, Project IDP and Asset Information Requirements (AIR), appropriate to those work development activities to ensure COBie data is delivered at the appropriate stage LOD & LOI.
- Produce and maintain the Project Information Delivery Plan to meet the Gateway Plain Language Questions, receive and align the MIDP and accept, reject and store appropriate shared and published information deliverable files against plan for the next phase of the Works Development activities.
- Support the *Project Manager* and Project Team collaboratively in completion of the post operation evaluation for projects handed over in accordance with the GSL guidance document.
- arrange for and undertake, with the Project Team as a whole, a BIM Maturity Assessment in accordance with Clients BIM Maturity Assessment Tool.

S 380 Through Life Cost Management

S 380.1 In the format supplied the contractor is to provide specific data in the following categories or headings:

- Works cost.
- Professional fees.
- Project Risk (50%).
- Commercial Risk (50%)
- Land Quality Assessment.
- Environmental Impact Assessment.
- Client Risk (50%).
- VAT.
- Cost of Capital.
- Depreciation.
- Rates.
- MOD staff costs.
- Running costs.
- Planned Maintenance costs.
- Assumptions.
- Any other criterion depending on total estimated WLC value.

S 380.2 The cost data required and the approach to meet the *Client's* business case criteria shall be notified after contract award by the *Project Manager*. The Whole Life Cost Model (WLCM), as per Enclosure 3, will form part of the completed design submission and will be updated as the project progresses to capture actual design changes and risks. The completed WLCM shall be submitted, by the contractor at completion of the work. The following information shall be included:

- Maintenance works required to meet MOD mandated and statutory obligations.

- Works required to meet corporate social responsibility.
- Standards required to be maintained to meet performance criteria.
- Procurement context – whether assumed to be based on out-sourced or direct labour.
- Plans for unscheduled maintenance.
- Working restrictions.
- Maintenance intervals.
- Inspection and testing intervals including Insurance inspections.
- Cleaning costs (specialist cleaning costs where part of a maintenance regime).
- Fuel usage.
- Standing charges where relating to utilities.
- Water and drainage.
- Waste management.
- Replacement costs.
- Refurbishment costs (redecoration etc).

415.2 Item removed.

S 400 COMPLETION

S 405 Completion definition. The *works* will be declared complete when:

S 405.1 The installation shall be complete in every respect, including all ancillaries, whether specifically mentioned in the documents or not. The systems must be tested, balanced, commissioned to perform correctly.

S 405.2 The *Contractor* has rectified all defects which prevent the use of the works.

S 405.3 The *Contractor* has removed all waste material, unused arisings from within the *boundaries of the site* and disposed of in accordance with all legislative requirements. Unless agreed with the *Project Manager* as part of the *works*.

S 405.4 The *Contractor* has cleared all accommodation, temporary works, compounds and equipment used for construction purposes from the Site.

S 405.5 All handover documentation including health and safety files, operation and maintenance files have been issued by the *Contractor* and accepted by the *Client*.

S 405.6 All training required by the *Client* has been provided.

S 410 Sectional Completion. Sectional Completion dates, if relevant, are listed in the Contract Data Part One.

S 415 Training – Not used

S 420 Final Clean

S 420.1 The *Contractor* is to carry out a final ‘deep’ clean of the works prior to Takeover.

S 420.2 The completed *works* should be clean and fit for immediate use at Takeover.

S 420.3 All reinstatement and making good of any damage as a result of the *works* is to be complete.

S 425 Security – Not used

S 430 Correcting Defects

S 430.1 The *Contractor* should carry out his own inspections and snagging process, correcting defects as the works proceed, ensuring that the handed over works are “Snag Free”.

S 430.2 Once the *works* are completed and handed over the *Contractor* is to rectify any faults during the *defects correction period* identified in the Contract Data.

S 430.3 Defects which prevent the use of the ranges must be inspected and a rectification plan prepared, by the *Contractor*, within 2 working days of notification and sent to the *Client*. For all minor defects, rectification must be completed within 5 working days of the fault being

notified to the *Contractor*. For major defects, a risk reduction meeting must be held in order for the *Client* to understand the *works* required and agree timescales for rectification.

- Minor defects are defined as: Can be rectified by no more than 2 persons, using hand tools, and spare components. There are no AP duties or plant required during the rectification.

S 430.4 Defects that do not prevent the use of the range are to be repaired at a time agreed with the *Client* but still in line with the defect rectification period.

S 430.5 The *Client* will conduct an inspection of the works at the end of the defect correction period and issue a report of the findings of this inspection to the *Contractor*. The *Contractor* is to rectify any defects within 20 working days of the report being issued to the *Contractor*.

S 435 Pre-Completion arrangements

S 435.1 The *Contractor* is to provide the handover schedule, which includes the formal structured Take Over of the project, including production of a Schedule of Defects to be agreed with the *Project Manager*. The *Contractor* is to fully comply with the Take Over process detailed in Enclosure 4. The handover schedule is to be issued to the *Project Manager* at least 30 working days in advance of the Completion dates, shown on the latest Accepted Programme and latest schedule.

S 435.2 The Operation and Maintenance (O&M) manuals shall be submitted by the *Contractor* not later than 10 working days prior to the proposed date for Completion. Two hard copies of the O&M manuals, a compact disc/DVD and electronic copy uploaded to the project CDE GliderBIM shall be provided to the *Project Manager*.

S 435.3 Before Completion the *Contractor* is to submit to the *Project Manager* a priced schedule of spare parts that the *Contractor* recommends should be obtained and kept in stock for maintenance of the installation.

S 435.4 Item removed

S 435.5 Before Completion the *Contractor* is to provide a maintenance strategy for all items under warranty so that the *Client* can procure maintenance and maintain warrantees.

S 440 Take over

S 440.2 The *Client* will take over the remainder of the works following full completion of the *works*.

S 500 PROGRAMME

S 505 Programme requirements. The *Contractor* shall submit a programme in accordance with Clause 31.2 of the Contract and the key dates identified in the Contract Data Part One.

S 510 Programme arrangement. The *Contractor* shall submit a programme in accordance with Clause 31.2 of the Contract The schedule should also comply with the requirements of the NEC 4 ECC Option E Clause 31. It will also be assessed against the Defence Contract Management Agency (DCMA) 14-point check list. These will be used to evaluate the technical compliance of the schedule at each and every submission:

- End-to-end logic, with no missing links, to allow proper identification of the Critical Path
- Critical path integrity check
- No negative lags
- Minimal positive lags
- Correct logic linking (FS lags preferred). DCMA says 90% FS lags as a minimum.
- No “hard” constraints – unless substantiated
- Avoid high float. The recommendation is less than 5% of activities have 44 days or more of total float
- No negative float.
- Cost loading
- Limit number of long activity durations (fewer than 5% of activities to exceed 2 months)
- No invalid dates (e.g. Actual dates later than data date)
- Critical path integrity check
- Critical Path Length Index (CPLI) – Ratio of CP length to total float –total float not to exceed 10% of the CP.
- Baseline Execution Index (BEI). Ratio of activities ahead or behind, against baseline

S 515 Methodology Statement – Not used

S 520 Work of the *Client* or *Others* – Not used

S 525 Information required. Notwithstanding the requirements of Clause 31.2, the *Contractor* programme shall include:

- Design delivery programme
- Dates for approvals and permits
- Sub-contractor lead-in period
- Mobilisation period
- Planning milestones and discharge of conditions
- Services shutdowns
- Testing & Commissioning
- Training and inductions
- Snagging and correction of defects (pre-Handover)
- O&M and H&S documentation
- Construction phase should be broken down into activities

S 530 Revised Programme. The *Contractor* shall submit regular updates to the programme, indicating progress to date and incorporating the effects of accepted Compensation Events. The updated programme should also indicate the anticipated *completion date*. Updates shall be provided in accordance with NEC4 default timelines.

S 600 QUALITY MANAGEMENT

S 605 Samples No samples are required.

S 610 Quality Statement – Not used.

S 615 Quality Management System

S 615.1 The *Contractor* will provide as part of his *works* contract a Project Quality Plan that shall be submitted to the *Project Manager* within four (4) weeks of contract award. The

Project Quality Plan shall set out the specific quality practices, procedures, resources, methods of operation and sequence of activities that are identified by the *Contractor* to satisfy the project requirements relating to quality. The Quality Plan shall relate the generic requirements of Quality Assurance to the specific quality requirements of the project. The Quality Plan shall define:

- How the project requirements relating to quality are to be attained, including how the *Contractor* shall establish and maintain procedures to ensure that the *works*, including the work of all Sub-Contractors, comply with specified requirements,
- The specific allocation of responsibilities and resources during the Project and the specific documented procedures and instructions to be applied,
- Suitable testing, inspection, examination and audit programmes at appropriate stages,
- A documented procedure for alterations and modifications to the quality plan, as the project proceeds,
- A method for measuring the achievement of the project objectives and the Project Requirements relating to quality,
- Other actions necessary to meet the project requirements relating to quality, and where applicable, the content and performance criteria to be achieved for the following: -
  - Health and safety plan
  - Management plan
  - Commissioning plan
  - Risk management strategy
  - Project Programme

S 615.2 The *Contractor* shall take responsibility for all aspects of the works, including the quality of workmanship carried out.

S 700 TESTS AND INSPECTIONS

S 705 Tests and Inspections – Not used

S 710 Management of Tests and Inspections

S 710.3 The *Contractor* shall agree dates, times and inspections with the *Project Manager* four (4) weeks in advance of any of the relevant tests to ensure coordination with other affected parties. The *Contractor* shall confirm to the *Project Manager* at least five (5) working days prior to each test or inspection that the work or sample in question is ready or, if not, agree a new date and time for such.

S 710.4 The *Contractor* shall submit a copy of each certificate to the *Project Manager* as soon as practicable and keep copies of all certificates on site. All test certificates are to be completed and form part of the maintenance manuals.

S 710.5 The *Contractor*, having ensured that electricity, water, fuel and other necessary supplies are available, shall set to work the completed *works* or part thereof, at the selection of the *Project Manager*, and make all necessary adjustments to ensure correct functioning.

S 710.6 After the installation or part thereof has been set to work and adjusted, the *Contractor* shall demonstrate its operation at a time and for a duration selected by the *Project Manager*.

S 715 Covering up completed work. The *Contractor* shall notify the *Project Manager* at least 5 working days notice of the covering up of completed work.

S 720 *Supervisor* Procedures for inspections and watching tests. As per section 4 of the NEC 4 ECC Option E contract.

S 800 MANAGEMENT OF THE WORKS

S 805 Project Team. The *Contractor* shall provide details of the proposed project team, including CV's, for acceptance by the *Project Manager*. The names of *Key Persons* must be entered in the Contract Data Part Two (Data provided by the *Contractor*), any proposed changes to the named *Key Persons* must be notified in advance, by the *Contractor*, to the *Project Manager* for acceptance.

S 810 Reporting

S 810.1 The *Contractor* shall issue a progress report in advance of progress meetings, to include the following sections:

- Programme for acceptance
- Health & safety including hours worked, near misses, RIDDOR incidents
- Waste Quantities
- Progress
- Information required
- Commercial/Financial summary/statement

S 810.2 The *Contractor* shall provide the above information in the format as per Project Manager Report (PMR) (Contractor Provision), found at Enclosure 1, the *Project Manager's* report – H&S and MPP Finance.

S 820 Communications

S 820.1 Meetings. The *Contractor* shall attend the following meetings at minimum:

- Weekly site progress & lookahead meetings
- Weekly Site meetings with the *Project Manager*.
- One design review meeting per design submission
- Final Account

S 820.2 Liaison with external stakeholders, including Local Planning Authority should only be conducted after prior consultation with the *Project Manager*.

S 820.3 Electronic Systems. Contract documentation is to be passed in PDF format between the *Contractor* and the *Project Manager*. If the *Contractor* wishes to use a contract management tool (e.g. CEMAR, CONJECT etc) then the *Contractor* is to provide access and training for up to 10 *Client* representatives. If not, then the templates provided at Enclosure 5 are to be used.

S 830 Management Plan. The *Contractor* shall produce a management control document as part of the project quality plan which shall comprise a standard framework of procedures for the Project, with a view to ensuring effective co-operation and co-ordination between the *Contractor*, the *Contractor*'s representatives, the *Project Manager* and any other persons directly associated with the project. It shall cover, as a minimum, procedures under the following headings:

- Project team organisation and structure
- Key Personnel
- Communications
- Correspondence
- Project meetings
- Drawing issues and numbering
- Contract administration procedures
- Hierarchy of project programmes
- Design control and coordination approach

- Quality control systems
- Management of health and safety on site
- Environmental management
- Selection and control of suppliers under CDM Regulations

S 840 Insurance

S 840.1 The *Contractor* shall provide documentary evidence of all insurances. Before starting work on site submit details, and/or policies and receipts for the insurances required by the *conditions of contract.*

S 840.2 Insurance Claims

- Notice: If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the *works* or injury or damage to persons or property arising out of the *works*, immediately give notice to the *Client*, the *Project Manager* and the insurers.
- Failure to notify: Indemnify the *Client* against any loss, which may be caused by failure to give such notice.

S 900 WORKING WITH *CLIENT* AND *OTHERS*

S 905 Sharing the working areas with the *Client* and *Others*

S 910 Co-operation. The *Contractor* shall be required to co-operate with all reasonable requests from the site management and to adhere to all safety instructions issued by DIO staff.

S 915 Co-ordination. The *Contractor* will be required to initiate co-ordination meetings with the DIO and Landmarc Site representatives to ensure minimal impact on operational training if required as part of the works.

S 920 Authorities and Utilities. Utility Organisations.

S 920.1 The *Contractor* shall liaise with the Utility Organisations providing Electricity, water and any other utilities to the Site unless specifically excluded.

S 1000 SERVICES AND OTHER THINGS TO BE PROVIDED

S 1005 Services and other things for the use of the *Client*, *Project Manager* or others to be provided by the *Contractor*. The contractor is to provide the following services or other things for use by the *Client*:

S 1005.1 The *Contractor* shall provide suitable office accommodation for the *Client* for up to 3 people equipped with lighting, heating, furniture and an internet connection (download speed to be equal or better to that provided for the C*ontractor*'s staff).

S 1005.2 The *Contractor* shall allow the *Client* access to the welfare and site facilities provided on site under CDM[15] regulations.

S 1010 Services and others to be provided by the *Client*.

S 1010.1 Access to utilities (less telephone/internet) is available at the Range main entrance., however any connection to site offices is at *Contractor* cost. All utilities used by the *Contractor* are to be metered and the costs incurred will be attributable to the *Contractor*. The *Contractor* will be allowed to use any existing utilities connections, but metering will be required, and the costs incurred will be attributable to the *Contractor*.

S 1100 HEALTH AND SAFETY. The *Contractor* shall liaise with the *Project Manager* and establishment 4Cs representative in respect to compliance with Health and Safety duties, roles and responsibilities and coordination of such throughout the life of the Project.

S 1105 Health and Safety requirements. The *Contractor* is to adopt and develop the construction phase health & safety plan sufficiently to the agreement of the Principal Designer and the P*roject Manager*, prior to commencement on site.

S 1100 Permit to Work. Permit to work procedures will operate for all works carried out at site. The procedures and requirements for permits shall be ascertained by the *Contractor*. The *Contractor* shall provide details and shall allow for such procedures and requirements within his detailed design proposals. These shall include but are not limited to:

- Electrical isolation
- Cartridge operated fixing tools
- Flame lamps
- Hot works

- Flood lighting
- Work near buildings involving exceptional risk
- Working at height

S 1115 Legal requirements. No additional site-specific regulations added.

S 1120 Inspections. The *client* will inspect the site for compliance with the Construction Health and Safety plan and CDM[15] regulations once a calendar month. The findings of these visits will be passed to the *Contractor* and will highlight areas of non-compliance.

S 1130 Construction (Design and Management) Regulations 2015. For the purpose of these regulations the Health and Safety Executive (HSE) is the enforcing authority. CDM[15] applies to all construction work, and to both employees and the self-employed without distinction. CDM duties relevant to a notifiable project such as this one shall be applied. On contract award the *Contractor* will be nominated by the *client* as:
S 1130.1 Principal Designer. The *Client* will appoint a Principal Designer in writing and notify the *Project Manager* of the appointment.

S 1130.2 Principal Contractor. The *Contractor* will be appointed as the Principal Contractor, by the *Client*, subject to satisfactory competency assessment.

S 1140 Environmental Near Misses and Incidents. The *Contractor* is to make sure that environmental incidents and near misses are reported to the P*roject Manager* and that there is collaboration with the *Client* to support investigations and identify remedial actions or improvements to working practices.

S 1200 SUBCONTRACTING

S 1205 Domestic Subcontracts

S 1205.1 The *Contractor* shall comply with the Construction Industry Board 'Code of Practice for the selection of subcontractors'.

S 1205.2 The *Contractor* shall provide details of all Subcontractors and the work for which they will be responsible

S 1300 TITLE

S 1305 Marking – not used.

S 1310 Materials from excavation and demolition. All materials arising from excavations and from demolitions will become the responsibility of the *Contractor* and are to be removed from Site or dealt with in an approved manner agreed with the *Project Manager* by completion.

S 1315 Marketing. The use of project information for marketing purposes is not permitted, without first obtaining *Client* approval.

S 1400 ACCEPTANCE OR PROCUREMENT PROCEDURE – Not used.

S 1500 ACCOUNTS AND RECORDS - Not used.

S 2000 CLIENTS WORK SPECIFICATIONS AND DRAWINGS

S 2005 Works Summary. The work comprises the following:

S 2005.1 Concrete Road – Full depth reconstruction of the section of access track surrounding the culvert located at the riviera.

S 2005.2 Asphalt Road (incl. Cattle Grid) – Full depth reconstruction of the section of access track.

S 2005.3 Asphalt Surface Course – Preparation and installation of surface course to asphalt roads already constructed to binder course.

S 2005.4 Culverts – A culvert located at the riviera to provide a drainage solution to connect both sides of the marsh.

S 2005.5 Haul Road – Remediation of the haul road/surface material in line with the Natural England remediation plan.

S 2005.6 White Lining – White lining to the car park to provide coach bays and stop lines at automated barriers.

S 2010 Clients Work Specifications.

2015 Drawings The following drawings are available for the works:

Drawing No.	Drawing Description
TBD_FHR_AC_combined A1.dwg	As-Built CAD File 1
TBD_FHR_AC_TRACK LEVELS.dwg	As-Built CAD File 2
Z9D1163Y16-TTE-03-ZZ-DR-C-410101.pdf	Phase 3 – Overview Drawing
Z9D1163Y16-TTE-03-ZZ-DR-C-410102.pdf	Phase 3 – General Arrangement Sheet 1
Z9D1163Y16-TTE-03-ZZ-DR-C-410103.pdf	Phase 3 – General Arrangement Sheet 2
Z9D1163Y16-TTE-03-ZZ-DR-C-410104.pdf	Phase 3 – General Arrangement Sheet 3
Z9D1163Y16-TTE-03-ZZ-DR-C-410105.pdf	Phase 3 – General Arrangement Sheet 4
20250217-Fingringhoe Ranges briefing-O.pdf	Natural England Remediation Document

The following drawings are available as a result of previous works:

Drawing No.	Drawing Description
703036450-BPC-03-XX-DR-A-0101 - Location Plan.pdf	Site Location Plan
703036450-BPC-03-XX-DR-A-0201 - Site Block Plan.pdf	Site Block Plan
703036450-JUB-01-XX-DR-C-000501_P03.pdf	Foul Water Drainage layout
703036450-JUB-01-XX-DR-C-000505_P02.pdf	Drainage Construction Details - Sheet 1 of 2
703036450-JUB-01-XX-DR-C-000506_P02.pdf	Drainage Construction Details - Sheet 2 of 2
703036450-JUB-01-XX-DR-C-000510_P02.pdf	Drainage Typical Details
703036450-JUB-05-XX-DR-C-000701_P09.pdf	General Arrangement Layout - Sheet 1 of 3
703036450-JUB-05-XX-DR-C-000702_P09.pdf	General Arrangement Layout - Sheet 2 of 3
703036450-JUB-05-XX-DR-C-000702_P09_Culvert1_Comments.pdf	General Arrangement with Culvert 1 location
703036450-JUB-05-XX-DR-C-000703_P09.pdf	General Arrangement Layout - Sheet 3 of 3
703036450-JUB-05-XX-DR-C-000703_P09_Culvert2_Comments.pdf	General Arrangement with Culvert 2 location and comments
703036450-JUB-05-XX-DR-C-000703_P09_Fencing_Comments.pdf	General Arrangement with Fencing location and comments
703036450-JUB-05-XX-DR-C-000704_P03_FeederPillar_Comments.pdf	General Arrangement with Feeder Pillar location and comments

703036450-JUB-05-XX-DR-C-001101_P06.pdf	Surfacing & Kerbing Layout Sheet 1 of 3
703036450-JUB-05-XX-DR-C-001102_P07.pdf	Surfacing & Kerbing Layout Sheet 2 of 3
703036450-JUB-05-XX-DR-C-001103_P07.pdf	Surfacing & Kerbing Layout Sheet 3 of 3
703036450-JUB-05-XX-DR-C-001105_P12.pdf	Access Track Standard Details
703036450-JUB-05-XX-DR-C-002601_P02.pdf	Access Track Contours Plan - Sheet 1
703036450-JUB-05-XX-DR-C-002602_P02.pdf	Access Track Contours Plan - Sheet 2
703036450-JUB-05-XX-DR-C-002603_P02.pdf	Access Track Contours Plan - Sheet 3
703036450-JUB-05-XX-DR-C-002605_P04.pdf	Access Track Long section
703036450-JUB-05-XX-DR-C-002606_P02.pdf	Access Track Long section
703036450-JUB-05-XX-DR-C-002611_P04.pdf	Access Track Cross Sections - Sheet 1 of 5
703036450-JUB-05-XX-DR-C-002612_P04.pdf	Access Track Cross Sections - Sheet 2 of 5
703036450-JUB-05-XX-DR-C-002613_P04.pdf	Access Track Cross Sections - Sheet 3 of 5
703036450-JUB-05-XX-DR-C-002614_P04.pdf	Access Track Cross Sections - Sheet 4 of 5
703036450-JUB-05-XX-DR-C-002615_P04.pdf	Access Track Cross Sections - Sheet 5 of 5
703036450-JUB-05-XX-DR-C-002620_P05.pdf	Access Track - Concrete Slab Jointing Layouts Sheet 1 of 3
703036450-JUB-05-XX-DR-C-002621_P05.pdf	Access Track - Concrete Slab Jointing Layouts Sheet 2 of 3
703036450-JUB-05-XX-DR-C-002622_P04.pdf	Access Track - Concrete Slab Jointing Layouts Sheet 3 of 3
Z9D1163Y16-WYG-00-00-DR-L-801000 Masterplan P07.pdf	Site Masterplan
Z9D1163Y16-WYG-00-00-DR-L-801004 Landscape - Surfaces (1).pdf	Landscaping & Surfacing Drawing showing Car Park White Lines

Enclosures

Enclosure 1	Project Managers Report v2.0
Enclosure 2	Client Information Requirement
Enclosure 3	WLC Requirements
Enclosure 4	Take Over Process
Enclosure 5	Communication Proforma
Enclosure 6	BIM Requirements Document Pack