

# NEC4 Engineering and Construction Short Contract

Asset Operation, Maintenance and Response Framework

Lot 1 Civil Engineering (Maintain and Construct)

|                           |   |
|---------------------------|---|
| <b>A contract between</b> | <b>The Environment Agency<br/>Horizon House<br/>Deandery Road<br/>Bristol<br/>BS1 5AH</b>   |
| <b>And</b>                | <b>Stonbury</b>   |
| <b>For</b>                | <b>Fairmile access ladder</b>   |
|                           | <b>Contract Forms</b> <ul style="list-style-type: none"><li>- <b>Contract Data</b></li><li>- <b>The <i>Contractor's</i> Offer and <i>Client's</i> Acceptance</b></li><li>- <b>Price List</b></li><li>- <b>Scope</b></li><li>- <b>Site Information</b></li></ul> |

# Contract Data

## The *Client's* Contract Data

|  |  |         |
|--|--|---------|
| The <i>Client</i> is   | Environment Agency   |         |
| Address for communications   | Manley House, Kestrel Way, Sowton Industrial Estate, Exeter, EX2 7LQ.  |         |
| Address for electronic communications  |  |         |
|  | The <i>Contract Administrator</i> is   |         |
| Name   |  |         |
| Address for communications   | Manley House, Kestrel Way, Sowton Industrial Estate, Exeter, EX2 7LQ.  |         |
| Address for electronic communications  |  |         |
| The <i>works</i> are   | Build of a platform and access steps to be installed at Fairmile   |         |
| The <i>site</i> is   | Fairmile gauging station<br>River Tale<br>Ottery St Mary<br>East Devon   |         |
| The <i>starting date</i> is  | The project preparation works to commence 1 <sup>st</sup> July 2024 with construction works to commence from 23 <sup>rd</sup> September 2024 |         |
| The <i>completion date</i> is  | No later than 30 <sup>th</sup> October 2024 (may be possible to install the platform and steps after this date)                              |         |
| The <i>delay damages</i> are   | as described in the Contract Data Section of the Site Specific Pack  | Per day |
| The <i>period</i> for reply is   | 2  | weeks   |
| The period between completion of the <i>works</i> and the <i>defects date</i> is | 52 weeks   |         |

|  |                      |                                |
|--|----------------------|--------------------------------|
| The <i>defects correction period</i> is  | 4                    | Weeks, except that             |
| The <i>defects correction period</i> for   | Incident work is     | To be undertaken within 1 week |
| The <i>assessment day</i> is   | the last working day | of each month                  |
| The <i>retention</i> is  | Nil                  | %                              |
| The United Kingdom Housing Grants, Construction and Regeneration Act (1996) <b>does</b> apply  |                      |                                |
| The <i>Adjudicator</i> is:   |                      |                                |
| In the event that a first dispute is referred to adjudication, the referring Party at the same time applies to the Institution of Civil Engineers to appoint an <i>Adjudicator</i> . The application to the Institution includes a copy of this definition of the <i>Adjudicator</i> . The referring Party pays the administrative charge made by the Institution. The person appointed is also <i>Adjudicator</i> for later disputes. |                      |                                |

# Contract Data

## The *Client's* Contract Data

|                                      |  |                               |
|--------------------------------------|--|-------------------------------|
| The interest rate on late payment is |  | % per complete week of delay. |
|--------------------------------------|--|-------------------------------|

**Insert a rate only if a rate less than 0.5% per week of delay has been agreed.**

|  |          |
|--|----------|
| For any one event, the liability of the <i>Contractor</i> to the <i>Client</i> for loss of or damage to the <i>Client's</i> property is limited to | £100,000 |
|--|----------|

|   |      |
|---|------|
| The <i>Client</i> provides this insurance | None |
|---|------|

### Insurance Table

| Event  | Cover  | Cover provided until  |
|--|--|---|
| Loss of or damage to the <i>works</i>  | Replacement cost   | The <i>Client's</i> certificate of Completion has been issued |
| Loss of or damage to Equipment, Plant and Materials  | Replacement cost   | The <i>defects date</i> plus 2 years                          |
| The <i>Contractor's</i> liability for loss of or damage to property (except the works, Plant and Materials and Equipment) and for bodily injury to or death of a person (not an employee of the <i>Contractor</i> ) arising from or in connection with the <i>Contractor's</i> Providing the Works | Minimum £5,000,000 in respect of every claim without limit to the number of claims     |   |
| Liability for death of or bodily injury to employees of the <i>Contractor</i> arising out of and in the course of their employment in connection with this contract  | The amount required by the applicable law  |   |
| Failure of the <i>Contractor</i> to use the skill and care normally used by professionals providing works similar to the <i>works</i>  | Minimum contract price in respect of every claim without limit to the number of claims | The <i>defects date</i> plus 2 years                          |
| The <i>Adjudicator nominating body</i> is  | The Institution of Civil Engineers   |   |
| The <i>tribunal</i> is   | Litigation in the courts   |   |

# Contract Data

## The *Client's* Contract Data

The *conditions of contract* are the NEC4 Engineering and Construction Short Contract June 2017 and the following additional conditions

|           |  |
|-----------|--|
| <b>Z1</b> | <b>Sub-contracting</b>   |
| Z1.1      | The <i>Contractor</i> submits the name of each proposed <i>subcontractor</i> to the <i>Client</i> for acceptance. A reason for not accepting the subcontractor is that their appointment will not allow the <i>Contractor</i> to Provide the Works. The <i>Contractor</i> does not appoint a proposed <i>subcontractor</i> until the <i>Client</i> has accepted them.                                |
| Z1.2      | Payment to <i>subcontractors</i> and <i>Delivery Partners</i> will be no more than 30 days from receipt of correct invoice.  |
| <b>Z2</b> | <b>Environment Agency as a regulatory authority</b>  |
| Z2.1      | The Environment Agency's position as a regulatory authority and as <i>Client</i> under the contract is separate and distinct. Actions taken in one capacity are deemed not to be taken in the other.   |
| Z2.2      | Where statutory consents must be obtained from the Environment Agency in its capacity as a regulatory authority, the <i>Contractor</i> is responsible for obtaining these and paying fees (unless stated otherwise in the Scope). The <i>Client's</i> acceptance of a tender and the <i>Client's</i> instruction or variation of the <i>works</i> does not constitute statutory approval or consent. |
| Z2.3      | An action by the Environment Agency as regulatory authority is not in its capacity as <i>Client</i> and is not a compensation event.   |
| <b>Z3</b> | <b>Confidentiality &amp; Publicity</b>   |
| Z3.1      | The <i>Contractor</i> may publicise the <i>works</i> only with the <i>Client's</i> written agreement.  |
| <b>Z4</b> | <b>Correctness of Site Information</b>   |
| Z4.1      | Site Information about the ground, subsoil, ducts, cables, pipes and structures is provided in good faith by the <i>Client</i> but is not warranted correct. The <i>Contractor</i> checks the correctness of any such Site Information they rely on for the purpose of Providing the Works.  |
| <b>Z5</b> | <b>The Contracts (Rights of Third Parties) Act 1999</b>  |
| Z5.1      | For the purposes of the Contracts (Rights of Third Parties) Act 1999, nothing in this contract confers or purports to confer on a third party any benefit or any right to enforce a term of this contract.   |
| <b>Z6</b> | <b>Design</b>  |
| Z6.1      | Where design is undertaken, it is the obligation of the <i>Contractor</i> to ensure the use of skill and care normally used by professionals providing similar design services.  |
| Z6.2      | The <i>Contractor</i> designs the parts of the <i>works</i> which the Scope states they are to design.   |

|            |   |
|------------|---|
| Z6.3       | <p>The <i>Contractor</i> submits the particulars of their design as the Scope requires to the <i>Client</i> for acceptance. A reason for not accepting the <i>Contractor's</i> design is that it does not comply with either the Scope or the applicable law.</p> <p>The <i>Contractor</i> does not proceed with the relevant work until the <i>Client</i> has accepted this design.</p>  |
| Z6.4       | The <i>Contractor</i> may submit their design for acceptance in parts if the design of each part can be assessed fully.   |
| <b>Z7</b>  | <b>Change to Compensation Events</b>  |
| Z7.1       | <p>Delete the text of Clause 60.1(11) and replace by:</p> <p>The <i>works</i> are affected by any one of the following events</p> <ul style="list-style-type: none"> <li>• War, civil war, rebellion revolution, insurrection, military or usurped power</li> <li>• Strikes, riots and civil commotion not confined to the employees of the <i>Contractor</i> and <i>subcontractors</i></li> <li>• Ionising radiation or radioactive contamination from nuclear fuel or nuclear waste resulting from the combustion of nuclear fuel</li> <li>• Radioactive, toxic, explosive or other hazardous properties of an explosive nuclear device</li> <li>• Natural disaster</li> <li>• Fire and explosion</li> <li>• Impact by aircraft or other device or thing dropped from them</li> </ul> |
| <b>Z8</b>  | <b>Framework Agreement</b>  |
| Z8.1       | The <i>Contractor</i> shall ensure at all times during this contract it complies with all the obligations and conditions of the Framework Agreement made with the <i>Client</i> .   |
| <b>Z9</b>  | <b>Termination</b>  |
| Z9.1       | <p>Delete the text of Clause 92.3 and replace with:</p> <p>If the <i>Contractor</i> terminates for Reason 1,5 or 6, the amount due on termination also includes 5% of any excess of a forecast of the amount due at Completion had there been no termination over the amount due on termination assessed as for normal payments.</p>  |
| <b>Z10</b> | <b>Data Protection</b>  |
| Z10.1      | The requirements of the Data Protection Schedule shall be incorporated into this contract   |
| <b>Z11</b> | <b>Liabilities and Insurance</b>  |
| Z11.1      | Civil data protection claims and regulatory fines for breaches of Data Protection Legislation are excluded from any limit of liability stated.  |
| <b>Z12</b> | <b>Packaging</b>  |
| Z12.1      | For contracts containing packages of projects the <i>Client's</i> Contract Data, Scope and Site Information particular to an individual project is contained within its Site-Specific Pack.   |

|              |   |
|--------------|---|
| <b>Z13</b>   | <b>Contract Administrator</b>   |
| Z13.1        | <p>Under Clause 14.5, the <i>Client</i> delegates their actions defined in the contract to the <i>Contract Administrator</i> except for:</p> <ul style="list-style-type: none"> <li>• <i>Client's</i> acceptance of the <i>Contractor's</i> Offer to Provide the Works</li> <li>• Clause 16 Access to the <i>site</i> and provision of services</li> <li>• Clause 51 Payment</li> <li>• Clause 82 Recovery of Cost</li> <li>• Clause 83 Insurance</li> <li>• Clause 90 Termination</li> </ul> <p>The <i>Client</i> may replace the <i>Contract Administrator</i> after they have notified the <i>Contractor</i> of the name of the replacement.</p> |
| <b>Z14</b>   | <b>Inflation</b>  |
| <b>Z14.1</b> | <p>At the Contract Date the total of the Prices includes sums to cover inflation until Completion.</p> <p>On each anniversary of the <i>starting date</i> from certified Completion until the <i>rectification date</i> the Prices for remaining <i>works</i> are adjusted for inflation. The inflation adjustment is calculated for each item in the Price List for remaining <i>works</i> by adjusting the Prices by the latest CPI rate on the anniversary of the <i>starting date</i> published by the Office of National Statistics.</p>   |

# Contract Data

## The *Contractor's* Contract Data

The *Contractor* completes this section. [Delete this guidance before issue].

|   |  |      |
|---|--|------|
|   | The <i>Contractor</i> is                                 |      |
| Name  | [REDACTED]   |      |
| Address for communications                            | Cropmead Industrial Estate, Cropmead, Crewkerne TA18 7HQ |      |
| Address for electronic communications                 | [REDACTED]   |      |
| The <i>fee</i> percentage is                          | [REDACTED]   | %    |
| The <i>people rates</i> are                           | Framework rates  |      |
| category of person                                    | unit   | rate |
|   |  |      |
|   |  |      |
|   |  |      |
|   |  |      |
| The <i>published list of Equipment</i> is             |  |      |
| The <i>percentage for adjustment for Equipment</i> is |  |      |



# Sub-contractors

The Sub-contractors identified in the table below are accepted by the *Client* under Clause Z1.

|    | Name and address of proposed subcontractor | Nature and extent of work     |
|----|--|-------------------------------|
| 1. | ATOM Fabs Ltd<br><br>Form of Contract:     | Fabrication of designed steps |
| 2. | NJS Scaffolding<br><br>Form of Contract:   | Scaffolders                   |
| 3. | <br><br><br>Form of Contract:              |                               |
| 4. | <br><br><br>Form of Contract:              |                               |

# Contract Data

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

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

The offered total of the  
Prices is

£95,058.96

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

Signed on behalf of the *Contractor*

Name

Position

Framework Delivery Manager

Signature

Date

30.08.24

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

Signed on behalf of the *Client* [signatory in accordance with FSOD requirements]

Name

Position

DCIS H&T capital projects – Project Manager

Signature

Date

11/06/2024

# Price List

This Price List is a summary using the subtotals from the detailed price breakdown, which is in turn derived from the *Contractor's* rates in the Lot 1 Pricing Workbook. The *Client* and *Contractor* agree the items, quantities, and costs for the project by applying the relevant items and rates from the Lot 1 Pricing Workbook. The *Client* enters the relevant subtotals below and removes the unused headings. Delete this guidance before issue.

This Price List is a summary using the subtotals from the detailed price breakdown, which is in turn derived from the *Contractor's* rates in the Lot 1 Pricing Workbook. The detailed price breakdown reference is [INSERT project specific file reference].

| Ref  | Description   | Sub total             |
|------|---|-----------------------|
| 1.0  | Manufacture of platform and ladder structure parts along with purchase of standard parts  | £23,179.32            |
| 2.0  | Assembly and build of the platform and ladder structure within a factory/ workshop environment  | £2,213.40             |
| 3.0  | Facilitation of Factory Acceptance Test (FAT) for the EA to evaluate and see the function of the platform and ladder in advance of shipping and installation at site.                       | £3,100.00             |
| 4.0  | Resolution of actions/ snags documented during the FAT prior to strip down and shipping   | Included              |
| 5.0  | FRAP application process  | £1,112.28             |
| 6.0  | Preconstruction ecological check  | Excluded EA Supplying |
| 7.0  | Provide method of safely moving materials from Roadside to embankment   | Excluded              |
| 8.0  | CDM documentation for Client acceptance/ approval (including CPP, RAMS, Temp Works)   | £4,944.37             |
| 9.0  | Provide a concise photographic pre-construction condition survey report   | £470.00               |
| 10.0 | Preparatory works and protection including site set up, heras fencing, parking and welfare provision  | £18,163.86            |
| 11.0 | Access track preparation which may require grass cutting and laying of matting  | £6,539.30             |
| 12.0 | Construction of concrete shallow pit/ mounting surface as per JGP drawings provided. Care to be taken to not damage or disturb sensor cables and to cap/ cover pipe before laying concrete. | £18,119.30            |

|                                |   |                   |
|--------------------------------|---|-------------------|
| 13.0                           | Installation of a wooden access gate within the 3 bar fence on the LHB along with modifications to the existing fence. Final location to be agreed with the EA site lead. Gate to be lockable with a standard EA padlock (EA to supply padlock) | £1,649.33         |
| 14.0                           | Shipping of platform and ladder structure to site   | £652.33           |
| 15.0                           | Installation of platform and ladder access system into/ onto the prepared concrete shallow pit  | £12,189.47        |
| 16.0                           | Facilitate Site Acceptance Test (SAT) with the EA to demonstrate the functionality of the system to include EA staff training on operation and maintenance  | Included          |
| 17.0                           | Resolution of actions/ snags documented during the SAT  | Included          |
| 18.0                           | Finishing Works, removal of fencing etc   | £1,316.00         |
| 19.0                           | Provision of as constructed record i.e., photographic record and mark up of construction drawings   | £470.00           |
| 21.0                           | Contractor input into Health and Safety File  | £940.00           |
| <b>The total of the Prices</b> |   | <b>£95,058.96</b> |

The method and rules used to compile the Price List are:

Civil Engineering Standard Method of Measurement 4th edition (CESMM4) as per the Framework Pricing Workbook.

When ordering products and constructing the *works*: The accuracy and sufficiency of the measured quantities is not guaranteed. The Scope and drawings shall override the measured quantities.

The accuracy of dimensions scaled from the drawings is NOT guaranteed. Immediately obtain from the *Client* (or their Contract Administrator, if appointed) any dimensions required but not given in figures on the drawings nor calculable from figures on the drawings. This includes queries relating to accuracy or the scale stated on drawings.

# Scope

Detailed scope for the project is included within the JGP and DFM drawings supplied

## 1. Description of the works

A brief description of the project is provided below.

Access platform and ladder (offsite works)

The works to include manufacture of all parts to DFM drawings provided, along with purchase of standard parts and materials to include recommended spare parts. Assembly of the platform and ladder within a workshop/ factory environment to demonstrate it's function to the EA during a FAT.

Shallow pit and access platform installation (onsite works)

The work includes construction of the shallow concrete pit as per JGP drawings supplied, taking care not to damage the sensor cables. Installation of the access platform and ladder, functionality tests and facilitation of a SAT for the EA along with operation and maintenance training. Installation of a access gate on the LHB which is to be lockable with a padlock.

### 1.1 Project background

1.1.1 Included within the PCI

### 1.2 Description of the works

1.2.1 Included within the PCI

1.2.2 The *Contractor shall* maintain the *works* from Completion until the *rectification dates*.

### 1.3 Contractor's design

1.3.1 Temporary works scaffolding design

### 1.4 Accommodation

1.4.1 The *Contractor* shall provide accommodation, services and facilities as is necessary to complete the *works*, as quantified and priced in the Framework Pricing Workbook.

### 1.5 Access to the Site

1.5.1 Prior to first entry to the site to undertake physical *works*, the *Contractor* shall record the condition of the site and accesses to the site through photographs and videos. These are submitted to the *Client* for record keeping. The *Contractor* shall leave the site and accesses to the site in as good a condition as prior to first entry.

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

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

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

- What is being done,

- Who is doing it,
- When it is being done, and for how long,
- Where is it being done,
- How the *Contractor* is to co-operate and share the Working Areas.

## 1.7 Management of the Works

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

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

- Project start meeting
- Weekly progress meetings from the *starting date* to project completion. The *Client* confirms the date and venue of these meetings. The *Client* chairs and records these meetings. Weekly meetings shall be via Teams apart from during construction times of which meetings shall be in person on site.
- Monthly commercial meetings from the *starting date* to project completion. The *Client* confirms the date and venue of these meetings. The *Client* chairs and records these meetings as required.
- Site walkovers as requested by the *Client*.
- Early Warning meetings as instructed by either Party.

1.7.3 The *Contractor* shall produce a progress report and submit this with their updated programme (excel version) a minimum of 2 working days ahead of the first weekly progress meeting of the month. This report can be as an email and shall include:

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

1.7.4 The *Contractor* shall issue daily progress sheets (before 6pm each day) including site photos during construction works. These progress sheets shall include as a minimum:

- Plan Vs Actual
- Tasks completed during the day
- Details of accidents or incidents
- Details of people on site
- Plans for the next day
- Risks and potential mitigation

## 1.8 Weather Measurements

1.8.1 The place where weather is to be recorded is: N/A

1.8.2 The weather measurements are to be supplied by: The contractor is to monitor weather forecasts and river levels.

## 1.9 Quality Management

1.9.1 The *Contractor* shall carry out the following tests and inspections:

- Photographic evidence prior to any works starting and scan of ground for pipes and cables before any excavation or digging

1.9.2 The *Client* shall carry out the following tests and inspections:

- None.

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

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

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

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

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

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

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

## 1.10 Consents, Permits and Licenses

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

1.10.2 The *Contractor* shall obtain the necessary consents, permits, licenses and/or agreements from third parties for the temporary works.

## 1.11 Health, Safety & Environment

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

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

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

1.11.4 The *Contractor* shall produce project specific risk assessments and method statements (RAMS) detailing how they will provide the *works* and submits these to the *Client* and *Principal Designer* for acceptance. The *Contractor* does not commence activities until

the relevant RAMS have been accepted by the *Client and Principal Designer*. The *Client* has the *period of 10 working days of reply* to respond to the RAMS.

1.11.5 The *Contractor* undertakes the actions within the Environmental Action Plan (EAP)

## **1.12 Procurement of subcontractors**

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

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

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

## **1.13 Title**

All installed materials are to become the title of the EA on completion of the project and final payment by the EA

### **Marking**

1.13.1 There is not expected to be a requirement for marking.

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

1.13.2 Clause 70.2 The contractor has title of materials from excavation and demolition

## **1.14 Completion**

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

1.14.2 The following criteria must be met for the *works* to be certified as Complete [delete, add or amend to the following examples as required for each specific project]:

- all hard landscape construction work must be fully complete, and all construction plant, and machinery must have been removed from site.
- All site perimeter fencing, temporary works, materials storage and waste must be removed from site.
- all public open spaces must be safe for use by the public with no remaining hazards associated with construction operations.
- All areas used for storage or tracking must be returned to a condition equal to or better than before storage or track was in/ on the area.
- All rubbish, skips and bins must be removed from site.

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



- Provision of all information required by the Principal Designer for the Health & Safety File including but not limited to:
  - As-built drawings if there have been any changes to design
  - Maintenance plans

## 1.15 ACCOUNTS AND RECORDS

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

1.15.2 Following Completion and during the establishment maintenance period, the *Contractor* shall submit applications for payment at quarterly intervals (or half-yearly if agreed with the *Project Manager*).

1.15.3 The *Contractor* shall issue invoices to the following two (3) email addresses and shall quote "Asset OMR, the relevant Framework Hub / Area, and PO number" in the email subject line.

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

## 1.16 SITE PROGRESS MEETINGS

1.16.1 Frequency: Weekly site progress meetings

1.16.2 Location: On site at Fairmile.

## 2. Drawings

| Drawing Number  | Revision | Title                            |
|-----------------|----------|----------------------------------|
| 18994_200_C1    |          | Existing site plan               |
| 18994_201_C1    |          | Site layout plan GA and sections |
| 18994_202_C1    |          | RC details - BBS                 |
| 18994_202_C1    |          | RC details                       |
| 18994_203_C1    |          | Access system installation       |
| DFM322-INST-001 |          | River Access System Installation |
| DFM322-GA-001   |          | River Access System              |
| DFM322-GA-03    |          | Extending Platform               |
| DFM322-GA-04    |          | Base Frame                       |
| DFM322-GA-05    |          | Hinge Cover                      |

|                      |  |   |
|----------------------|--|---|
| <b>DFM322-GA-06</b>  |  | <b>River Bank Removeable Cover</b>              |
| <b>DFM322-GA-07</b>  |  | <b>Spring Latch</b>                             |
| <b>DFM322-GA-08</b>  |  | <b>Spring Latch - Opposite Hand</b>             |
| <b>DFM322-01-001</b> |  | <b>River Bank Grate</b>                         |
| <b>DFM322-01-002</b> |  | <b>River Access Ladder</b>                      |
| <b>DFM322-01-003</b> |  | <b>Accessory 1, River Bank Removeable Cover</b> |
| <b>DFM322-01-004</b> |  | <b>Accessory 2, Platform Push/Pull</b>          |
| <b>DFM322-03-001</b> |  | <b>Extending Platform Fabrication</b>           |
| <b>DFM322-03-002</b> |  | <b>Roller, Extending Platform</b>               |
| <b>DFM322-03-003</b> |  | <b>Roller, Ladder</b>                           |
| <b>DFM322-03-004</b> |  | <b>Pin, Ladder Roller</b>                       |
| <b>DFM322-03-006</b> |  | <b>GRP Grating Panel 1, Extending Platform</b>  |
| <b>DFM322-03-007</b> |  | <b>Joist Supports</b>                           |
| <b>DFM322-03-008</b> |  | <b>Platform Locking Cover</b>                   |
| <b>DFM322-03-009</b> |  | <b>Platform Locking Cover - Opposite Hand</b>   |
| <b>DFM322-04-001</b> |  | <b>Base Frame Fabrication</b>                   |
| <b>DFM322-04-002</b> |  | <b>GRP Grating Panel 2, Base Frame</b>          |
| <b>DFM322-04-003</b> |  | <b>GRP Grating Panel 3, Base Frame</b>          |
| <b>DFM322-04-004</b> |  | <b>GRP Grating Panel 4, Base Frame</b>          |
| <b>DFM322-04-005</b> |  | <b>River Bank Fixed Cover</b>                   |
| <b>DFM322-04-006</b> |  | <b>River Bank Fixed Cover - Opposite Hand</b>   |
| <b>DFM322-04-007</b> |  | <b>Reaction Bracket, Spring Latch</b>           |
| <b>DFM322-05-001</b> |  | <b>Hinge Cover Frame</b>                        |
| <b>DFM322-05-002</b> |  | <b>GRP Panel 1, Hinge Cover</b>                 |
| <b>DFM322-05-003</b> |  | <b>GRP Panel 2, Hinge Cover</b>                 |
| <b>DFM322-05-004</b> |  | <b>Telescopic Guide Rail</b>                    |
| <b>DFM322-05-005</b> |  | <b>Latch Pin</b>                                |
| <b>DFM322-05-006</b> |  | <b>Linear Bearing 1</b>                         |

|  |  |  |
|--|--|--|
| DFM322-05-007  |  | FAB PLATE - Durbar Handle                                |
| DFM322-05-008  |  | FAB PLATE -Durbar Handle Opposite Hand                   |
| DFM322-05-009  |  | Linear Bearing 2   |
| DFM322-05-011  |  | GRP RETAINING PLATE                                      |
| DFM322-05-012  |  | GRP FIXING ARRANGEMENT                                   |
| DFM322-06-001  |  | GRP Panel 1, Removeable Cover 1                          |
| DFM322-06-002  |  | Slide Bracket  |
| DFM322-06-003  |  | Slide Bracket PIN  |
| DFM322-07-001  |  | Housing, Spring Latch                                    |
| DFM322-07-002  |  | Bolt, Spring Latch                                       |
| DFM322-07-003  |  | Tommy Bar, Spring Latch                                  |
| DFM322-08-001  |  | Housing - Opposite Hand, Spring Latch                    |
| DFM322-OMM-001   |  | Operation and Maintenance Manual (including Spares List) |
| Lee Spring - LCM095G11M                                |  | Data Sheet - Lee Springs                                 |
| GS Products - Galv Steel Wire Lanyard Eye-Stud - 2x300 |  | Data Sheet - Galv Steel Wire Lanyard                     |

### 3. Specifications

| Title   | Date or Revision | Tick if publicly available |
|---|------------------|----------------------------|
| Asset OMR Framework Deed of Agreement and Schedules                         | 04/03/2024       |                            |
| Minimum Technical Requirements – Standard (LIT 13258)                       | V 12             |                            |
| Minimum Technical Requirements – Environment and Sustainability (LIT 65150) | V 2              |                            |
| Exchange Information Requirements (LIT 17641)                               |                  |                            |
| SHEW CoP  | V 6              |                            |

|  |       |  |
|--|-------|--|
| Flood and Coastal Risk, Asset Management Environmental Maintenance Standards (LIT 12144) | V 2.0 |  |
| Control of Substances Hazardous to Health (COSHH) Regulations                            |       |  |
| Construction Design Regulations (CDM) 2015   |       |  |
| Code of practice for electrical safety (COPES) Electrical authorisation (LIT 13130)      |       |  |
| Annex 11 Code of practice for electrical safety (COPES) part 1 (LIT 13118)               |       |  |
| Annex 11 Code of practice for electrical safety (COPES) part 2 (LIT 13133)               |       |  |
| Lot 1 – Spec supplementary clauses – CULVERTS – CoP                                      |       |  |
| Lot 1 – Spec Supplementary clauses – General   |       |  |
| Lot 1 & Lot 3 – Supply Chain Passport Template   |       |  |
| Exchange Information Requirements (BIM)  | V3    |  |
| Safety, Health, Environment and Wellbeing (SHEW) Code of Practice (CoP)                  | V6    |  |
| Exchange Information Requirements (EIR)  | V3    |  |

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

1. The *Contractor* shall not commence any work on the *site* until the *Client*, or their representative, has accepted the method statements and risk assessments related to this contract
2. The *Contractor* shall prepare, for the *Client's* acceptance, the Construction Phase Plan (CPP) and the Environmental Action Plan (EAP) prior to starting the *works*.
3. *The contractor shall not take dogs onto the construction site*
4. The contractor shall not smoke or vape on site or within company vehicles

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

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

##### **4.3 Protection against Damage**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

#### **4.5 Permits**

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

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

#### **4.6 Working times**

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

#### **4.7 Site Restrictions**

4.7.1 None known

4.8 additional clauses or constraints - None

## **5. Requirements for the programme**

The contractor shall issue a programme of works within 1 week of acceptance of the contract. The programme should include all of the main activities required to complete the works to include planned resource and plant on site.

The programme is to be reviewed in the weekly progress call and is to be updated whenever changes to the programme occur.

5.1 The *Contractor* shall submit their first programme within 1 week of the *Contractor's* Offer for acceptance.

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

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

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

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

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

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

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

- The actual progress achieved on each operation and its effect upon the timing of the remaining work
- How the *Contractor* plans to deal with any delays and to correct notified Defects and
- Any other changes which the *Contractor* proposed to make to the Accepted Programme

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

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

| From                          | To                            | Interval |
|-------------------------------|-------------------------------|----------|
| <i>Starting date</i>          | Start of establishment period | 1 week   |
| Start of establishment period | End of establishment period   | 1 week   |
| Start of maintenance          | Completion                    | Annual   |

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

| Item             | Date by which it will be provided                         |
|------------------|---|
| Site Information | As included on the site drawings and PCI already supplied |
| Hazard Map       | As included on the site drawings already supplied         |
| Fastdraft Access | Within 1 week   |
|                  |   |
|                  |   |
|                  |   |

## 7. Site Information

|  |
|--|
| <b>The site</b><br>Description: Included within the PCI  |
| <b>Existing utilities and services</b><br>Drawings/ service searches: shall be supplied once the FRAP is issued and a known start date is confirmed to prevent the searches becoming outdated. |
| <b>Soils and Ground water</b><br>Information: N/A  |
| <b>Site investigation</b><br>Report: N/A   |
| <b>Site location plans</b><br>Issue details: Included on drawings  |



**Health and safety file**

Issue details: N/A

**Access to site**

Description: As stated in the PCI

Limitations: As stated in the PCI

Access for inspections: As stated in the PCI

**Use of the site**

General: As stated in the PCI

Limitations: As stated in the PCI

**Surrounding land / building uses**

General: Adjacent and nearby uses are as follows: As stated in the PCI

**Health and safety hazards**

As stated in the PCI