

**National Asset Delivery  
Technical Surveys and Testing**

**Scope for  
566457 - A303 Mere MP 167.0-170.0  
Culvert Flood Hotspot  
Technical Survey  
(Topographical Survey)**

**CONTENTS AMENDMENT SHEET**

Amend. No.	Revision No.	Amendments	Initials	Date
0	0	Original version issued with tender	LY	29/07/20

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## LIST OF ANNEXES

Appendix 1 **Supplementary Constraints**

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## 1 PURPOSE OF THE SERVICES

### 1.1 Project objectives

1.1.1 The principal objective of the proposed topographical survey works / services is to obtain all necessary data from the existing site, as indicated on Topographical Location Plans listed below, to be able to determine ground levels of pond and surrounding areas and assist in understanding of drainage paths to determine flow routes. This course of action has been proposed by the Designer and accepted by the *Client*, as the existing topographical survey information/model does not fully cover the pond and the surrounding areas. Consequently; obtaining the additional topographical data is fundamental to inform drainage feasibility studies further.

1.1.2 The specification that applies to the services is included in Section 6

### 1.2 Scope of services

1.2.1 The services to be provided under this contract are:

- (1) For clarity, this survey shall be understood to be a standalone Topographical Survey aiming at obtaining the existing site data (line, level, contours, features etc.). Whilst it refers to general standards used for utility surveys (e.g. PAS128), this survey does not include the full utility detection element, normally required under Topographical and Utility Survey Scope.

This Topographical Survey shall be carried out within the extents of the area outlined on Topographical Survey Location Plans listed in the table in paragraph 2.1.2.

### 1.3 Deliverables

1.3.1 The *Consultant* is required to produce the following deliverables:

- (1) Data (AutoCAD Model) shall be provided in 2D and 3D (.dwg) formats and Report shall be provided in .pdf / .doc format, as specified in Section 6.1.4.

## 2 EXISTING INFORMATION

2.1.1 The following existing information is provided:

- (1) Statutory Undertakers Apparatus Information (STATS) – for general safety reference only (overhead services and overhead structures information), as topographical survey works (services) are non-intrusive.

- (2) Pre-Construction Information Pack (PCIP), Designer's Hazard Checklist and Risk Reduction Schedule (DHCRRS) and Site Information provided as part of the Survey Information Packs (SIP) for this scheme.

2.1.2 The Drawings listed below apply to this contract. Refer to the site information for details of existing site conditions including ground conditions, limitation on access, position of existing structures etc.

[Note: (SS) after drawing number/reference denotes that drawing revision has been superseded by a newer revision]

Drawing Number	Title	Revision / Date
HE566457-KIER-VTO-A303-DR-CD-0500_12 (SS)	TOPOGRAPHICAL SURVEY LOCATION PLAN. SHEET 1 OF 1	P1 / 08/2019
HE566457-KIER-GEN-A303-DR-CD-0100_01 P1 (SS)	LOCATION PLAN AND EXTENT OF WORKS	P1 / 07/2019
HE566457-KIER-HGN-A303_MP167.0_170.0-DR-CD-0000_01 C1	LOCATION PLAN AND SCHEME EXTENTS SHEET 1 OF 1	C1 / 29/05/2020
HE566457-KIER-VTO-A303_MP167.0_170.0-DR-CD-0100_01	TOPOGRAPHICAL SURVEY LOCATION PLAN. SHEET 1 OF 5	C1 / 29/05/2020
HE566457-KIER-VTO-A303_MP167.0_170.0-DR-CD-0100_02	TOPOGRAPHICAL SURVEY LOCATION PLAN. SHEET 2 OF 5	C1 / 29/05/2020
HE566457-KIER-VTO-A303_MP167.0_170.0-DR-CD-0100_03	TOPOGRAPHICAL SURVEY LOCATION PLAN. SHEET 3 OF 5	C1 / 29/05/2020
HE566457-KIER-VTO-A303_MP167.0_170.0-DR-CD-0100_04	TOPOGRAPHICAL SURVEY LOCATION PLAN. SHEET 4 OF 5	C1 / 29/05/2020
HE566457-KIER-VTO-A303_MP167.0_170.0-DR-CD-0100_05	TOPOGRAPHICAL SURVEY LOCATION PLAN. SHEET 5 OF 5	C1 / 29/05/2020
TOPO1250_A303-034-02215	C2 STATS Service Locations	*)
TOPO1250_A303-033-02216	C2 STATS Service Locations	*)
TOPO1250_A303-034-02217	C2 STATS Service Locations	*)
TOPO1250_A303-033-02218	C2 STATS Service Locations	*)
TOPO1250_A303-034-02219	C2 STATS Service Locations	*)
TOPO1250_A303-033-02220	C2 STATS Service Locations	*)
TOPO1250_A303-033-02221	C2 STATS Service Locations	*)
TOPO1250_A303-035-02222	C2 STATS Service Locations	*)
TOPO1250_A303-033-02223	C2 STATS Service Locations	*)
TOPO1250_A303-035-02224	C2 STATS Service Locations	*)
TOPO1250_A303-035-02225	C2 STATS Service Locations	*)
TOPO1250_A303-035-02226	C2 STATS Service Locations	*)
TOPO1250_A303-035-02227	C2 STATS Service Locations	*)
TOPO1250_A303-035-02228	C2 STATS Service Locations	*)
TOPO1250_A303-035-02229	C2 STATS Service Locations	*)

Drawing Number	Title	Revision / Date
TOPO1250_A303-036-02230	C2 STATS Service Locations	*)
TOPO1250_A303-035-02231	C2 STATS Service Locations	*)
TOPO1250_A303-036-02232	C2 STATS Service Locations	*)
TOPO1250_A303-035-02233	C2 STATS Service Locations	*)
TOPO1250_A303-036-02234	C2 STATS Service Locations	*)
TOPO1250_A303-035-02235	C2 STATS Service Locations	*)
*) C2 STATS Service Locations Plans, obtained from the Kier PROVE IT data base, are valid until: 06-07-2020. Refer to PCIP for full list of CAD Drawings covering STATS.		
<b>Please refer to the provided full package of STATS information obtained from the Kier PROVE IT data base containing safety critical information in relation to works in vicinity of STATS.</b>		

### 3 CONSTRAINTS ON HOW THE CONSULTANT PROVIDES THE SERVICES

#### 3.1 General

- 3.1.1 The *Consultant* Provides the Services in such manner as to minimise the risk of damage or disturbance to or destruction of third party property.
- 3.1.2 The *Consultant* complies with the constraints and meets with the requirements outlined in Appendix 1.
- 3.1.3 The *Consultant* submits information detailing how the *Consultant* will provide the Services to the *Client* prior to the services commencing. This information will include any lifting plans, risk assessments, method statements, the *Consultant's* staff training information and any other relevant Health and Safety requirements.

#### 3.2 Working hours & site specific constraints

- 3.2.1 The *Consultant's* working hours for site works / services are anticipated to be 19:30 – 06:00 (night-time works / services), subject to confirmation by the *Client*.
- 3.2.2 *Consultant* shall remain within the Highways Boundaries for the duration of the works / services, except where agreed with both the *Client* and the land owner and/or a Local Authority (Wiltshire Council) in advance. According to Land Registry information, a part of proposed extent of topographical survey (Manor Road corridor north of the Manor Road Overbridge) falls outside of Highways England boundary. Consequently; the *Consultant* shall liaise with Highways England and Wiltshire Council for access and / or permits / permissions. Contact details shall be advised by Highways England.

- 3.2.3 Traffic Management window and contact details for Highways England Network Management / Occupancy shall be advised by Highways England. Contact for the Highways England South West Network Occupancy Team
- [REDACTED]

### 3.3 Health, Safety and Environment & Risk Management

#### Health and Safety requirements

- 3.3.1 In Providing the Services the *Consultant* meets the requirements of Annex 2 of the supplementary constraints relation to health and safety duties.
- 3.3.2 The *Consultant* shall comply with the requirements of Highways England's safety passport scheme and ensure that all of his employees, and any of his subcontractor's, are registered in accordance with the implementation of the scheme. Details on the scheme can be found here: <http://www.highwayssafetyhub.com/safety-passport.html>
- 3.3.3 For details of the CDM duty holders and other details, refer to the following PCI documents:
- (i) Pre-Construction Information Pack (PCIP): HE566457\_A303 Mere\_Topo\_PCIP\_Rev1
  - (ii) Designer's Hazard Checklist and Risk Reduction Schedule (DHCRRS): HE566457\_A303 Mere\_Topo\_DHCRRS\_Rev1
  - (iii) The Scheme is not CDM Notifiable.
- 3.3.4 Before commencing the construction phase of the services, the *Consultant* confirms to the *Client* that adequate welfare facilities are in place. Where the facilities detailed in section 5 are not deemed adequate, the *Consultant* provides all necessary facilities to Provide the Services and to comply with the minimum requirements set out in HSE guidance document L153.

#### Environmental requirements

- 3.3.5 In Providing the Services the *Consultant* meets the requirements of Annex 2 of the supplementary constraints in relation to environmental duties.

#### Risk Management

- 3.3.6 The *Consultant* identifies, manages and mitigates risks in accordance with the principles of ISO31000.

- 3.3.7 The *Consultant* submits a risk register, which captures all risks associated with the delivery of the *services* including those identified by the *Client*, with his tender and maintains it for the contract period.

#### 4 REQUIREMENTS FOR THE PROGRAMME

- 4.1.1 The *Consultant* submits programme to the *Client* with his tender.
- 4.1.2 The *Consultant* Provides the Services taking into account the following programme constraints:
- (i) Survey results / reports to be provided to the Design Team by the date of 28/09/2020.
  - (ii) The services and other things provided by *Client* (see Section 5)
  - (iii) Vegetation clearance works are required to be undertaken under supervision of an ecologist prior to topographical survey to allow access to the working areas within the extent of proposed topographical survey. The extent of vegetation clearance works has been shown on drawings: HE566457-KIER-HSC-A303\_MP167.0\_170.0-DR-CD-0200\_01-05 C1. These drawings are superseding previously issued revision P1 drawings. The extent of vegetation clearance on these drawings must be read in conjunction with Topographical Survey Location Plans listed in Section 2.1.2.
- 4.1.3 The programme should be in the form of an activity and time related bar chart, produced as a result of a critical path analysis.
- 4.1.4 The programme should preferably be provided in either a PDF or MS Excel format and cover the full contract period including post site activities. Activities should be clearly defined and named and the programme should detail the following:
- (i) the *starting date, completion date & Consultant's* planned completion
  - (ii) review periods for any reporting requirements
  - (iii) key dates for the *Client* to provide 'services and other things'
  - (iv) key dates for co-ordination with Others



- 4.1.5 The *Consultant* should provide details of the proposed resources (plant, labour, subcontractors etc.) expected to deliver each activity. This information can either be shown on the programme itself or provided in an associated resource statement included in the Proposal for Providing the Services.
- 4.1.6 The *Consultant* updates the programme before commencement of the survey services. The *Consultant* submits an updated programme to the *Client* upon request.

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## **5 SERVICES AND OTHER THINGS PROVIDED BY THE *CLIENT***

5.1.1 The following temporary traffic management will be provided by the *Client* to allow the *Consultant* to Provide the Services:

- (1) Highways England Scheme Project Manager (SPM) shall confirm traffic management. It is anticipated that Lane 1 or 2 EB or WB night time closures are to be provided as required on the A303 Mainline and localised closure / partial closure is to be provided on Manor Road. If traffic counts allow, daytime working is permitted.

5.1.2 The other things that will be provided by the *Client* are as follows:

- (1) *Consultant* will be working under a CDM Principal Contractor who will provide welfare facilities.
- (2) *Consultant* shall confirm any other elements expected to be provided by the *Client*.

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## 6 SPECIFICATION FOR THE SERVICES

- 6.1.1 The *Consultant* shall Provide the Services in accordance with: PAS 128:2014 (Specification for underground utility detection, verification and location, Section 10, Location Survey) using a total station and GNSS (Global Navigation Satellite Systems).
- 6.1.2 The *Consultant* must provide the services under a quality management system which:
- (1) is certified to ISO 9001,
  - (2) incorporates an environmental management system which works to the principles of ISO 14001,
  - (3) includes requirements for adopting the principles of BS 11000 and
  - (4) Complies with good industry practice and encourages innovation during the contract duration.
- 6.1.3 *Consultant* shall adhere to requirements of Specification for Geodetic Surveying Services (MCHW, Volume 5, Section 1, Part 2) and SD12/96 Geodetic Surveys (MCHW, Volume 5, Section 1).
- 6.1.4 *Consultant* shall adhere to the following specific requirements relating to the output of the survey:
- (1) 2D & 3D AutoCAD Models produced in accordance with GG 184 (Specification for the use of Computer Aided Design) in .dwg format.
  - (2) A Topographical Survey Report with breakdown / record of any problems encountered whilst undertaking the Topographical Survey in .pdf / .doc format.