



# Engineering and Construction Short Contract

## Contract Data Forms

June 2017

(with amendments January 2023)

### Template version history

| V1 (as per bidder pack) | Go live template (this document) |
|-------------------------|----------------------------------|
|                         |                                  |
|                         |                                  |
|                         |                                  |
|                         |                                  |



# NEC4 Engineering and Construction Short Contract

**Asset Operation, Maintenance and Response Framework**

**Lot 1 Civil Engineering (Maintain and Construct)**

**2024/25 LNA Asset Recovery Programme**

|                           |   |
|---------------------------|---|
| <b>A contract between</b> | <b>The Environment Agency</b><br><b>Horizon House</b><br><b>Deanery Road</b><br><b>Bristol</b><br><b>BS1 5AH</b>  |
|                           |   |
| <b>And</b>                | <b>Jackson Frameworks Ltd</b>   |
|                           |   |
| <b>For</b>                | <b>SP39-31C S40ft LHB Erosion Repairs</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                                      |                        |
| Name   | Environment Agency  |                        |
| Address for communications   |   |                        |
|  |   |                        |
| Address for electronic communications  |   |                        |
| The <i>works</i> are   | LNA 24/25 Asset Recovery Programme                        |                        |
|  |   |                        |
| The <i>site</i> is   | SP39-31C S40ft LHB Erosion Repairs Asset Reference 505831 |                        |
|  |   |                        |
| The <i>starting date</i> is  | 03 February 2025  |                        |
| The <i>completion date</i> is  | 31 March 2025   |                        |
|  |   |                        |
| The <i>delay damages</i> are   | NIL   | Per day                |
|  |   |                        |
| The <i>period</i> for reply is   | 2   | weeks                  |
|  |   |                        |
| The <i>defects date</i> is   | 52  | weeks after Completion |
| The <i>defects correction period</i> is  | 4   | weeks                  |
|  |   |                        |
| 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. |
| 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 | The Contract Price |                               |
| 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 defects Certificate has been issued                                       |
| 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 works   | Minimum Contract Price in respect of every claim without limit to the number of claims | 6 years following Completion of the whole of the works or earlier termination |

|   |                                    |
|---|------------------------------------|
| The <i>Adjudicator nominating body</i> is | The Institution of Civil Engineers |
|---|------------------------------------|

|                        |                          |
|------------------------|--------------------------|
| The <i>tribunal</i> is | litigation in the courts |
|------------------------|--------------------------|

The *conditions of contract* are the NEC4 Engineering and Construction Short Contract June 2017 (including 2023 amendments) and the following additional conditions



|      |   |
|------|---|
| Z1.0 | Sub-contracting   |
| Z1.1 | The <i>Contractor</i> submits the name of each proposed subcontractor 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 subcontractor until the <i>Client</i> has accepted them.   |
| Z1.2 | Payment to subcontractors and suppliers will be no more than 30 days from receipt of correct invoice.   |
| Z2.0 | Environment Agency as a regulatory authority  |
| 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 works 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.  |
| Z3.0 | Confidentiality & Publicity   |
| Z3.1 | The <i>Contractor</i> may publicise the works only with the <i>Client's</i> written agreement.  |
| Z4.0 | Correctness of Site Information   |
| 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.   |
| Z5.0 | The Contracts (Rights of Third Parties) Act 1999  |
| 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.  |
| Z6.0 | Design  |
| 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 works which the Scope states they are to design.   |
| Z6.3 | 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.<br><br>The <i>Contractor</i> does not proceed with the relevant work until the <i>Client</i> has accepted this design.   |
| Z6.4 | The <i>Contractor</i> may submit their design for acceptance in parts if the design of each part can be assessed fully.   |
| Z7.0 | Change to Compensation Events   |
| Z7.1 | Delete the text of Clause 60.1(11) and replace by:<br><br>The works are affected by any one of the following events <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 subcontractor</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> |
| Z8.0 | Framework Agreement   |
| 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> .   |
| Z9.0 | Termination   |

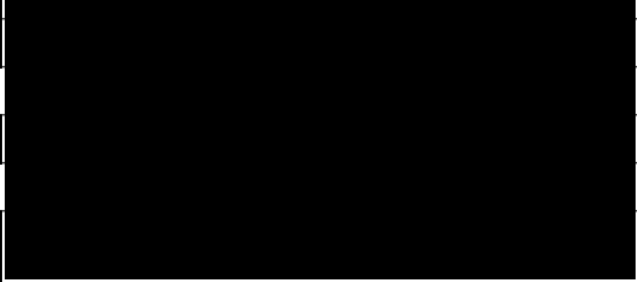



|       |   |
|-------|---|
| Z9.1  | <p>Delete the text of Clause 92.3 and replace with:</p> <p>If the <i>Contractor</i> terminates for Reason 1 or 6, the amount due on termination also includes 5% of any excess of a forecast of the amount due at Completion had there been no termination over the amount due on termination assessed as for normal payments.</p>  |
| Z10.0 | Data Protection   |
| Z10.1 | The requirements of the Data Protection Schedule shall be incorporated into this contract   |
| Z11.0 | Liabilities and Insurance   |
| Z11.1 | Civil data protection claims and regulatory fines for breaches of Data Protection Legislation are excluded from any limit of liability stated.  |
| Z12.0 | <del>Packaging</del>  |
| Z12.1 | <del>For contracts containing packages of projects the Client's Contract Data, Scope and Site Information particular to an individual project is contained within its Site Specific Pack</del>  |
| Z110  | <p>Inflation</p> <p>At the Contract Date the total of the Prices does not include a sum to cover inflation.</p> <p>The total of the Prices [at the Contract Date] shall be adjusted by a fixed number of Price Adjustments.</p> <p>The number of Price Adjustments shall be equal to:</p> <p>The number of months between the Completion Date included at the <i>starting date</i> and the Contract Date.</p> <p>The proportion of Price Adjustment shall be equal to:</p> <p>The total of the Prices at the Contract Date / The number of Price Adjustments</p> <p>Each time the amount due is assessed, the Price Adjustment shall be:</p> <p>The proportion of Price Adjustment x [80% x Construction Output Price Indices (OPIs) New work output prices: Infrastructure Index 1 – month rate]</p> <p>The Construction Output Price Indices (OPIs) New work output prices: Infrastructure Index 1 – month rate shall be the value determined by the Office of National Statistics for the applicable month of the amount due assessment</p> <p>Provided always that the fixed number of Price Adjustments has NOT been exceeded.</p> <p>The Price Adjustment adjusts the total of the Prices.</p> <p>If a compensation event under this contract omits original Scope covered by the total of the Prices at the Contract Date the Price Adjustments made under this clause shall be corrected accordingly.</p> |



# Contract Data

## The Contractor's Contract Data

|  |  |                             |
|--|--|-----------------------------|
|  |  |                             |
|  | The Contractor is  |                             |
| Name   |  |                             |
|  |  |                             |
| Address for communications                     |  |                             |
| Address for electronic communications          |  |                             |
|  |  |                             |
| The fee percentage is                          |   | %                           |
|  |  |                             |
| The people rates are                           | As per AOMR Lot 1 Framework  |                             |
|  |  |                             |
| category of person                             | unit   | rate                        |
|  |  |                             |
|  |  |                             |
|  |  |                             |
|  |  |                             |
|  |  |                             |
|  |  |                             |
| The published list of Equipment is             |  | As per AOMR Lot 1 Framework |
| The percentage for adjustment for Equipment is |  | As per AOMR Lot 1 Framework |
|  |  |                             |



# 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

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

Signed on behalf of the *Contractor*

Name

Position

Signature

Date

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

Signed on behalf of the *Client*

Name

Position

Signature

Date



# Price List

| Item Number | Description          | Unit | Quantity | Rate                    | Price |
|-------------|----------------------|------|----------|-------------------------|-------|
|             | GPR and Prestart     |      |          |                         |       |
|             | Prelims              |      |          |                         |       |
|             | Embankment regrading |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
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|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          |                         |       |
|             |                      |      |          | The total of the Prices |       |

The method and rules used to compile the Price List are

Civil Engineering Standard Method of Measurement 4<sup>th</sup> edition (CESMM4) as per the Framework Price Workbook.



# Scope

## 1. Description of the works

### 1.1 Project background

1.1.1 Several *Client* owned/maintained assets have been identified as being below required condition (BRC) with the causal events being the winter storms of 2023/24. Bringing these assets back to the *Client's* minimum acceptable standard is of primary importance.

In the Midlands Hub, Lincolnshire and Northampton (LNA) catchment area the *Client* has identified several BRC schemes that have incurred damage caused by winter storm events. These assets require improvement to bring each asset back to a minimum acceptable standard that existed prior to the asset damage. The works shall be undertaken considering all required environmental, programme and cost considerations whilst also complying with all relevant *Client* good practice and guidance.

1.1.2 The overall objective is to make the necessary improvements to the *Client's* assets such that they are:

- a) Return assets to at least minimum acceptable standard which shall not be less than the asset condition prior to the winter storm events
- b) Legally compliant in respect of flood risk and public safety
- c) Safe and efficient to operate and maintain
- d) Low in whole-life financial and carbon cost

1.1.3 The specific objective within this contract is to ensure all remedial works are carried out as per the Description of the Works contained in Section 1.2, the *Client* provided Scope Information Document (SID) and the other documents contained in Sections 2 and 3.

### 1.2 Description of the works

1.2.1 The *Contractor* is to undertake the ~~design and~~ construction for all assets where repair works are required. All construction work, including that of peripheral assets but not limited to fencing and telemetry, must be compliant with all current *Client* Standards and industry best practice. Where compliance is not possible, reasonable justification must be provided by the *Contractor* for the *Client's* consideration and to inform the engineering decision process. The contract will initially be to complete the required works per the *Client's* Scope Information Document (SID) and the *Client's* Pre-Construction Information (PCI).

The works are as described in drawings and other documents which can be found in section 2 and section 3.

#### 1.2.2 Purpose of the Works/ Outcome required

An assessment of the need for works to be carried shall be as described in the SID and PCI. The production of SID and PCI will be carried out by Others. The purpose and outcome of the Works will be the return of BRC assets to the asset condition they were in prior to the winter storm events in order that the assets meet the *Client's* minimum acceptable standards required to ensure compliance with the *Client's* flood risk and safety works are met.

The *Contractor* shall maximise positive environmental outcomes and demonstrate mitigation has been considered.

#### 1.2.3 S40ft LHB Erosion Repairs (Asset Reference 505831)

The South Forty-Foot Drain is the main channel for the land-drainage of the Black Sluice Level in the Lincolnshire Fens. It lies in eastern England between Guthram Gowt and the Black Sluice pumping station on The Haven, at Boston. The Drain has its origins in the 1630s, when the first scheme to make the Fen land available for agriculture and has been steadily improved since then.

Following the storm events over the winter of 2023 and 2024 overtopping damage occurred creating a low spot in the flood defence. There is also a further project further upstream on the right-hand bank which is envisaged to be completed consecutively.

The low spot appears to be around 300mm-500mm lower than the adjacent upstream and downstream crest levels. The low spot is approximately 50m long in total with the overtopped/sheeted section being around 30m. The overtopping occurred during Storm Henk and damaged the landward face from scour. The crest has been sheeted with black sheeting since the winter storms so a loss of vegetation has occurred. The landward face was also covered with black sheeting which will have lost its grass sward and would be in need of repair and



reseeding. Much of the embankment within the general area exhibits undulations along the crest (potential for borrowing material) and is likely made up of a material with a silt/clay content.

Wracking debris and overtopping marks from the flattened grass approximately 20-30m long were also observed.

The *Client* will require adequate notice (minimum 2 weeks) to arrange for an access notice to be put in place prior to works commencing. The *Contractor* is to make do allowance within their programme to permit the *Client* ample opportunity to issue the Notice of Entry.

The Works can be summarised as follows and the *Contractor* is to pay due cognisance of the *Client's* completed SID and other available information.

- Obtain all required permits, licences and the like to allow works to commence. The *Client* will provide detail of requirement and where exemption(s) may be permitted.
- The *Client* holds ground investigation data for several of their assets. Where data does not exist or is incomplete, the *Contractor* is to assume a worst-case scenario in preparing their design. The *Contractor* is to undertake utility searches to further inform the *Contractor's* design solution(s).
- ~~Develop design solution and submit to the *Client* for acceptance.~~
- Prepare and submit all necessary documentation to ensure compliance with CDM Regulations and any *Client* specific health and safety requirements.
- Undertake pre and post condition surveys including photographs/video.
- Mobilise and demobilise People and Equipment to the site.
- Remove temporary protection to asset and dispose off site.
- Remove topsoil and set aside for re-use.
- Scour damage to be excavated to a level surface and benched on landward face
- Excavate slipped soil mass beyond failure plane and bench into embankment as required raise level to at least the 1:10 level of 2.837maod including erosion protection to landward face.
- Topsoil and seed embankment prior to completion.
- Reinstatement of the site on completion of site activities

The *Contractor* is to produce all required handover documents and H&S Pack including operation and maintenance manuals, ground investigation reports, as-built drawings, recommended maintenance regimes to be followed and the like. All documentation is to be submitted to the *Client* and accepted by the *Client*. Acceptance by the *Client* shall determine completion of the Work.

### 1.3 *Contractor's* design

~~The *Contractor* is to develop a design solution for the embankment repairs and present to the *Client* for acceptance with such acceptance not being unreasonably withheld.~~

~~Where design is undertaken, it is the obligation of the *Contractor* to ensure the use of skill and care normally used by professionals providing similar design services.~~

~~The *Contractor* submits the particulars of their design as the Scope requires to the *Client* for acceptance. A reason for not accepting the *Contractor's* design is that it does not comply with either the Scope or applicable law.~~

~~The *Contractor* does not proceed with the relevant work until the *Client* has accepted this design.~~

~~Should the *Contractor* seek to deviate from any relevant design code or standard for efficiency, then the *Contractor* shall seek derogation from the *Client* in writing which shall include detailed technical reasoning and proposal(s) for the derogation. The *Client*, in consideration of the *Contractor's* request may require further and better technical particulars prior to a final decision being made on the derogation request.~~

~~For the avoidance of doubt, the *Client's* acceptance of the *Contractor's* design solution or any design derogation does not relieve the *Contractor* of liability for their design under the contract.~~

### 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*.

## 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 Fast Draft 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
- Fortnightly progress meetings from the starting date to 31 March 2025. The *Client* confirms the date and venue of these meetings. The *Contractor* chairs and records these meetings.
- Monthly commercial meetings from the starting date to 31 March 2025. 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 a minimum of 2 working days ahead of the monthly progress meeting. This report:

- 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.

## 1.8 Weather Measurements

1.8.1 The place where weather is to be recorded is: Wittering 52.611, -0.466

1.8.2 The weather measurements are to be supplied by the MET Office.

## 1.9 Quality Management

1.9.1 The *Contractor* shall carry out tests and inspections in accordance with the *Client's* Minimum Technical Requirements Standard (LIT 13258) version 13 and the *Client's* Safety, Health, Environment and Wellbeing (SHEW) Code of Practice (LIT 16559).

## 1.10 Consents, Permits and Licenses

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

Notice of Entry – *Contractor* to provide 14 days' notice to the *Client* to ensure Notice is in place and valid prior to works commencement.

All other necessary consents (including those required from the relevant IDB), permits (including Permit to Work), licences and and/or agreements from third parties for the permanent works are to be obtained by the *Contractor* prior to the works commencing.

1.10.2 The *Contractor* shall obtain the necessary consents, permits, licenses and/or agreements from third parties for the temporary works, including but not limited to:



*Contractor's H&S Plan*

*Contractor's Environmental Plan*

*Contractor's risk assessments and method statements (RAMS)*

*Contractor's construction Plan*

*Contractor's temporary works designs*

1.10.3 All the above are to be submitted to the *Client's* construction Principle Designer for review and acceptance.

## **1.12 Procurement of subcontractors**

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

## **1.13 Title**

1.13.1 No materials are expected to be vested under this contract.

1.13.2 The *Contractor* shall be responsible for disposing of all excavation arisings. A standard waste test (WAC) is required to be carried out prior to disposal of arisings which are to be disposed of through a licenced waste carrier at a licenced waste disposal facility. The *Contractor* is to provide all relevant waste disposal documentation such as carrier details and waste transfer notes.

## **1.14 Completion**

1.14.1 Prior to Completion the *Contractor* shall arrange a joint site inspection with the *Client*. The initial inspection shall take place a minimum of one week in advance of the *Contractor's* Completion date. 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 the required *Contractor* handover documentation has been provided as described in Section 1.2 of this contract. 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

- all hard landscape construction *work* must be fully complete, and all construction plant, and machinery must have been removed from *site*.
- all excavation, earthworks, and topsoiling work must be fully complete, and all construction plant, and machinery must be 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.

1.14.3 The following are absolute requirements for Completion to be certified, without these items the *Client* is unable to accept 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
  - Operation & Maintenance Manuals
  - Maintenance plans
  - Testing certificates
  - Public Safety Risk Assessment

## **1.15 ACCOUNTS AND RECORDS**



1.15.1 The *Contractor's* application for payment shall be submitted on Fast Draft and supported by a breakdown of the *works per site* 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 *Client*).

1.15.3 The *Contractor* shall issue invoices to the following two (2) email addresses and shall quote "Asset OMR, the relevant Framework Hub / Area, and PO number" in the email subject line.

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

## 1.16 SITE PROGRESS MEETINGS

1.16.1 Frequency: Fortnightly

1.16.2 Location: To be determined by the *Client*

1.16.3 Chairperson (who will also take and distribute minutes): The *Contractor*

## 2. Drawings

List the drawings that apply to the contract.

| Drawing Number | Revision   | Title   |
|----------------|------------|---|
| SP39-31/2 XC   | 0          | SOUTH FORTY FOOT DRAIN EMBANKMENT RAISING SP39-31C & 32C – Construction Detail Typical Cross Section dated 12/12/2024 |
|                | 18/11/2024 | SCP39-31C 40' LHB Site Layout Map   |
|                | 30/04/2024 | S40ft LHB Overtopping Repair Hazard Plan  |
|                |            |   |
|                |            |   |
|                |            |   |
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|                |            |   |

## 3. Specifications

List the specifications which apply to the contract.

| 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 13             |                            |
| AOMR Lot 1 Specification Supplementary Clauses Document Reference 249_18_SD11 | V.01             |                            |
| Exchange Information Requirements (LIT 17641)                                 | V 3.0            |                            |
| Safety, Health, Environment and Wellbeing (SHEW) Code of Practice (LIT 16559) | V 6.0            |                            |



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

4.1 In accordance with Clause 14.5 of the contract, all the *Client's* actions under the contract are delegated to **Paul Gardner**. 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 Gardner** and **Kamen Kalchev**.

### 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 works on 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 Fourteen (14) working days' notice of commencement of works shall be given to the *Client*.

4.3.14 Seven (7) working days' notice must be given to the *Client* in advance of any inspection or test and 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* requires 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 conducted by a competent employee of the *Contractor*.



- 4.3.18 No mud or other debris to be deposited on any tarmac areas outside the site access gate, any such material to be removed immediately.
- 4.3.19 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.
- 4.3.20 Un-scoped or additional projects may be added to the package upon acceptance of the relevant compensation events (CE's) and revised programmes depending on *Contractor* performance.
- 4.3.21 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 equipment to complete the works.
- 4.4.2 The *Contractor* ensures that all equipment is maintained.
- 4.4.3 Equipment with hydraulic systems shall use biodegradable hydraulic oil.
- 4.4.4 Equipment traversing under overhead cables shall be fitted with a Prolec or other height limiting device.

#### 4.5 Permits

- 4.5.1 The Works may require the *Contractor* to obtain a Flood Risk Activity Permit from the Environment Agency.
- 4.5.2 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 *Contractor* shall be aware the permitting process can take eight (8) weeks from receipt of payment. The requirement for permits shall be discussed with the *Client* 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 N/A

## 5. Requirements for the programme

The *Contractor* submits his programme with the *Contractor's* Offer for acceptance. The *Contractor* shows on each programme which they submit for acceptance (in form of Gantt chart showing the critical path, proposed order and timing to undertake the works and proposed plant and labour resources) the following:

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

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

- the *starting date* and Completion Date
- the critical path
- Period required for mobilisation/ planning & post contract award
- Each of the activities listed within the Price List
- Any key third party interfaces: lead in periods for materials and sub-*Contractors*; time required to obtain consents/waste permits; stated constraints; *Contractor's* risks.
- 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 and procedures set out in the contract,



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 month  |
| Start of establishment period | End of establishment period   | 3 months |
| Start of maintenance          | Completion                    | Annual   |

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

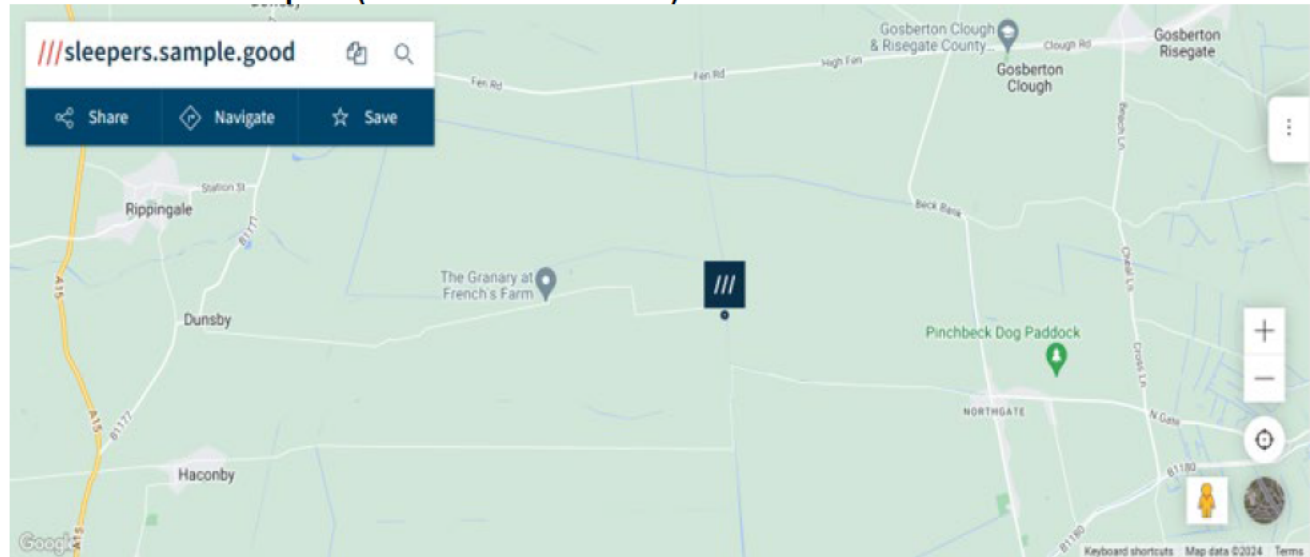
| Item             | Date by which it will be provided |
|------------------|-----------------------------------|
| Site Information | 01/10/2024                        |
| PCI Information  | 29/01/2025                        |
| Fastdraft Access | Start Date                        |



# Site Information

## The Site

### S40ft LHB Erosion Repairs (Asset Reference 505831)



## Existing utilities and services

*Contractor* is to undertake a full services search as part of the Works.

## Site investigation

*Contractor* is to liaise with the *Client* for available site investigation data which the *Client* holds on a central database.

## Site location plans

Please refer to section “*The Site*” above.

The site is located at NGR TF1653427013 What3Words sleepers.sample.good

## Health and safety file

N/A

## Access to site

Description: Please refer to section 7.

Limitations: Limitations may come in the form of site compound area as not all the *sites* have open space next to the structure.

Access for inspections: The *Contractor* is to provide adequate and safe access to the *Client* and others to inspect the works as they progress.

## Use of the site

General: The *sites* will not be used for anything other than the execution of the *works*.

Limitations: N/A

## Surrounding land / building uses

General: Adjacent and nearby uses are as follows: Only land which has been agreed prior to the *works* commencing can be used for the *works*.

## Health and safety hazards



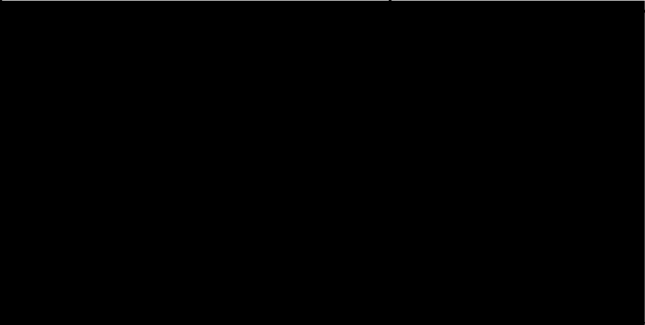
General: The nature and condition of the *site* cannot be fully and certainly ascertained before it is opened up. However, the following hazards are or may be present:

- Working near water
- Road conditions such as dirt roads

Information: The accuracy and sufficiency of this information is not guaranteed. Ascertain if any additional information is required to ensure the safety of all persons and the *works*.

Site staff: Draw to the attention of all personnel working on the site the nature of any possible contamination and the need to take appropriate precautionary measures.

## Proposed sub-contractors.

|   | Name and address of proposed subcontractor   | Nature and extent of work |
|---|--|---------------------------|
| 1 |  |                           |
| 2 | Form of Contract:  |                           |
| 3 | Form of Contract:  |                           |
| 4 | Form of Contract:  |                           |