



Department
for Environment
Food & Rural Affairs



Call-Off Procedure:

**for Planning Related Advice Professional
Services (PRAPS) Framework**

Tender Reference: PRAPS Lot 6

Project No: PRAPS032

Date: 13/02/2024

1.0 Request for Proposal

The following document is to be used as a Call-Off Form template to be sent to all Suppliers on a Lot by the Project Manager of the Contracting Authority for completion and return in accordance with the Call-Off Procedure detailed in the Form of Agreement.

Planning Related Advice Professional Services (PRAPS) Framework REQUEST FOR PROPOSAL			
Project Title:		Hilton Beck Bridleway Erosion	
Call-Off Reference:		PRAPS032	
Atamis Project Ref (if applicable):		N/A	
Date:		13/02/2024	
Contracting Authority (Defra and its arms-length bodies etc)	Natural England		
Project Manager(s):	Redacted under FOIA Section 43 Personal Information	Phone number:	Redacted under FOIA Section 43 Personal Information
Authorised by:	Redacted under FOIA Section 43 Personal Information	Email:	Redacted under FOIA Section 43 Personal Information
Project Start Date		As soon as possible – aiming for 19/02/2024	
Project Completion Date			
For any projects over the direct award threshold, full competition is required (i.e., all Suppliers on the Lot are invited to quote).	Direct Award	✓	Mini-comp
Proposal return date:	16/02/2024 before 17:00		

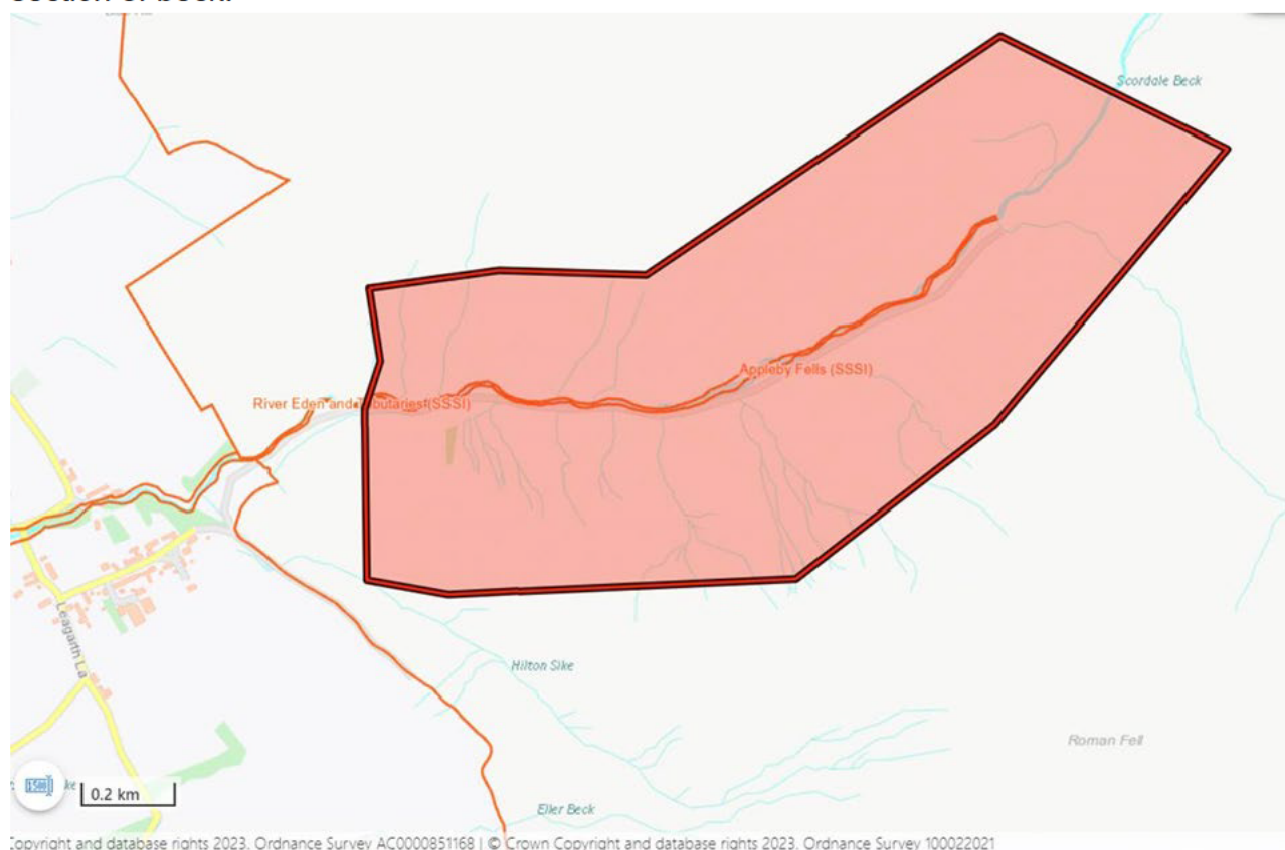
Evaluation criteria:		
Suppliers: Failure to meet any minimum score threshold stated will result in the bid being removed from the process with no further evaluation regardless of other technical or price scores.		
Technical	Weighting	60%
Price	Weighting	40%
Technical Weightings:		
1. Approach & Methodology	Contractor to produce a detailed specification of the contractor's approach to the work to deliver the project outcomes.	30%
2. Proposed Staff (inc. Pen Portraits) and Supplier's experience/accreditations.	Background on staff to be involved in the work, including suitability for role and experience, qualifications and any professional accreditation.	25%
3. Project Management, Ability to Deliver	Including project implementation plan including timetable for works	25%
4. Risk	Project risk management (ie how you will ensure you can deliver a quality product on time)	10%
5. Health & Safety	Risk assessments (including but not limited to working near water and biosecurity) to be provided on award of the contract. Details of Professional Indemnity Insurance, and if relevant Employers Liability Insurance	5%
6. Sustainability	Including consideration of travel to site.	5%

Specification Summary (please see accompanying full specification for further details)
1. Description of work required – overall purpose & scope (including reporting requirements)
<p>Upper Hilton beck lies within the Ministry of Defence's Warcop Training Area (Firing Range) and flows through land designated as a Site of Special Scientific Interest (SSSI), Special Area of Conservation (SAC) and Special Protection Area (SPA).</p> <p>This section of Hilton beck has previously been studied by a 2010 geomorphological audit (Jacobs) and a 2006 fluvial audit (University of Durham), with key pressures being identified as:</p> <ul style="list-style-type: none"> - Accelerated sediment supply, channel aggradation and flood impacts (partly a natural phenomena but also from historic metal mining) - Localised bank modifications (bank reinforcements and dry stone walls)

- Degraded riparian zone and livestock access to the channel

A public bridleway also runs adjacent to the left bank of Hilton Beck – the bridleway now has areas of localised erosion and sections of the blockwork bank reinforcement have failed. Natural England has been consulted by the Local Authority access officer and MOD proposing to reinstate the blockwork within the SAC river to protect the track. It is not clear whether the greatest cause of the erosion of concern is overland flow, rather than fluvial processes, but there is a need to better understand this given the SAC designation and ambition to restore natural processes and remove modifications where possible.

This project therefore aims to provide a geomorphological update for this reach (see Map 1 for the project area), particularly to understand the likely causes of this erosion, the potential effects of the proposals for reinstatement of the blockwork, and alternative solutions which could be adopted, as part of a wider restoration strategy for restoring natural process in this section of beck.



Map 1: Proposed project area – approx. central grid reference 374713, 521097 (note this may need to be revised/reduced to manage the project within the allocated funding secured).

The project outputs should be a detailed written report and accompanying GIS data/maps to address the following key points:

- An updated geomorphological audit of Hilton Beck within MOD land, including an assessment of the cause of the bridleway erosion (e.g. fluvial, overland flow from the fell land)
- A review of the previous studies (2010 and 2006) to assess if the recommendations are still relevant and appropriate
- To produce a catchment management/restoration plan, building on the existing geomorphological/fluvial audits. This should include:
 - o Options for dealing with the bridleway erosion, giving consideration to the SAC/SSSI designation and existing bank modifications (the option of moving the track could be considered). This should include green-engineering/nature-based options with an aim of restoring natural processes.
 - o Nature-based interventions to restore the river and the fell land from which it drains. This could include, but is not limited to:
 - Removal/modification to bank modifications not previously identified
 - Improvements to in-channel structural diversity
 - Blocking of modified tributaries from the fell land
 - Improving the riparian zone through fencing, scrub planting, restricting livestock access to the channel etc. (Some of the project area is entering a Countryside Stewardship Scheme, and further details can be provided on project award).

2. Required skills / experience from the Supplier and staff. Include any essential qualifications or accreditations required to undertake the work.

The contractor must be experienced and competent in delivering all the above, especially provision of geomorphological expertise and advice. They will be required to deliver on the agreed timescale, and provide updates on progress as required.

3. Proposed program of work and payment table (Detailing specific tasks, key milestones, deliverables & completion date where appropriate)

Task no.	Task and deliverable	Completion date	Payment Schedule (%)
1	Project/stakeholder meeting Online meeting (or in-person if availability allows) at the start of the contract to discuss the history, constraints and existing proposals relating to management of the common land. Meeting to include representatives from NE and MOD.	As soon as possible on award of contract	
2	Review of previous 2010	29 th March 2024	

	geomorphological audit (Jacobs) and a 2006 fluvial audit (University of Durham), and assessment of whether previous management recommendations still apply. These documents will be provided by NE one successful award of the contract.		
3	Produce an updated geomorphological audit of Hilton Beck within MOD land, including an assessment of the cause of the bridleway erosion.	29 th March 2024	100%
4	To produce a catchment management/restoration plan See section 1 for further details of the required output, but this should include options for dealing with the bridleway erosion.	29 th March 2024	
5	Project/stakeholder meeting To discuss the findings of the project. To include representatives from NE, MOD, Landmarc and PROW officer.	On completion of final report/ catchment plan	
4. Risk Note: <i>This section is to be used to detail any risks or key elements relevant to the project i.e. Programme deliverable dates, workshops or external requirements, data, consultees, stakeholders etc that could impact the success of the project if they are not managed.</i>			
<p>The project end date for delivery of the final project report is 29th March 2024.</p> <p>See section 5. Health and Safety requirements for details on restrictions on access given that this project is within a live military training area. The contractor will need to comply with MOD requirements as detailed below.</p>			

5. Health and Safety Requirements

The contractor will need to provide all relevant risk assessments on award of the contract. This includes working near water and biosecurity risk assessments.

Warcop Training Area is an active and busy military training area, where live firing is carried out most days. Therefore access opportunities are very limited. This will need to be factored in when tendering for the work and arranging site visits.

This part of Hilton Beck lies within the military Danger Area, which can only be accessed during the limited non-firing periods. There are also a number of scheduled access weekends. Access is also available every Sunday afternoon. Full details of scheduled non-firing periods have been provided as separate attachments.

Any contractors working on the land must receive a safety briefing from MOD before undertaking any work. They must also comply with the requirements set out during the safety briefing for notifying MOD each time they are planning on undertaking survey work within the Danger Area.

6. Further Sustainability Considerations

Please provide brief details on how sustainability will be factored into delivery of the project e.g., travel arrangements to site.

2.0 Proposal

- 2.1 The following document is to be used as a Call-Off template to be sent to all Suppliers on a Lot for completion and return in accordance with the Call-Off Procedure detailed in the Form of Agreement.

Planning Related Advice Professional Services (PRAPS) Framework	
PROPOSAL	
To be completed by the Supplier	
<p>Supplier's Name: Dynamic Rivers</p> <p>Call-Off Reference: PRAPS032</p> <p>Lot Number: 6</p> <p>Date:</p>	
<p>Note: Your proposal must not exceed 6 sides of A4 plus the Costs Proposal in Section 4 (unless otherwise indicated in project client's specification above). Attachments must not be included unless requested except for a programme diagram and full cost schedule if you consider these would support your proposal.</p> <p>Do not make or append Caveats and Assumptions in your proposal – any points of uncertainty must be raised as a clarification point prior to submitting the proposal. Where assumptions are to be made, these will be stated by the Authority's Project Manager.</p>	
1. Approach & Methodology	
<p>Redacted under FOIA Section 43 Commercial Information</p>	

Redacted under FOIA Section 43 Commercial Information



Redacted under FOIA Section 43 Commercial Information



Redacted under FOIA Section 43 Commercial Information



Redacted under FOIA Section 43 Commercial Information



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Redacted under FOIA Section 43 Commercial Information

Overall Costs (excluding VAT)	£12,375.00 exc VAT
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By signing this form Dynamic Rivers agree to provide the services stated above for the cost set out in your Cost Proposal and in accordance with the Planning Related Advice Professional Services (PRAPS) Framework – Call-Off Contract.

Supplier Project Manager:

Signature:

Date:

Redacted under FOIA Section 43 Personal Information

3.0 Order Agreement

- 3.1 The following document is to be completed by the Contracting Authority and sent to the Supplier for counter signature to form a Call-Off Contract.

Planning Related Advice Professional Services (PRAPS) Framework
ORDER AGREEMENT
To be completed by Authority Contract Manager and sent to Supplier for countersignature
Project Title: Hilton Beck Bridleway Erosion Call-Off Reference: PRAPS032 Date:

THE Contracting Authority: Natural England

THE Supplier: Dynamic Rivers

APPLICABLE FRAMEWORK CONTRACT

This Order Agreement is for the provision of the Call-Off Deliverables and dated 13/02/2024. It's issued under the Planning Related Advice Professional Services (PRAPS) Framework Agreement reference PRAPS032 for the provision of geomorphological advice for the management and restoration of the bridleway erosion on Hilton Beck, Cumbria.

CALL-OFF LOT: 6

CALL-OFF INCORPORATED TERMS The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

1. Framework Call-Off Contract;
2. Request for Proposal;
3. Proposal;

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Agreement, or presented at the time of delivery.

CALL-OFF START DATE: 19/02/2024

CALL-OFF EXPIRY DATE: **29/03/2024**

CALL-OFF INITIAL PERIOD: **6.5 weeks**

The Authority Contract Manager will issue a Purchase Order (PO) Number.

It is our preference that all invoices are sent electronically, quoting a valid Purchase Order number to:

APinvoices-NEG-U@gov.sscl.com

For and on behalf of the Supplier:
Dynamic Rivers (Survey and Design)
Ltd

For and on behalf of the Authority:

Signature:

Signature:

Redacted under FOIA Section 43 Personal Information

