



## Standard Contract for Goods and/or Services - Order Form

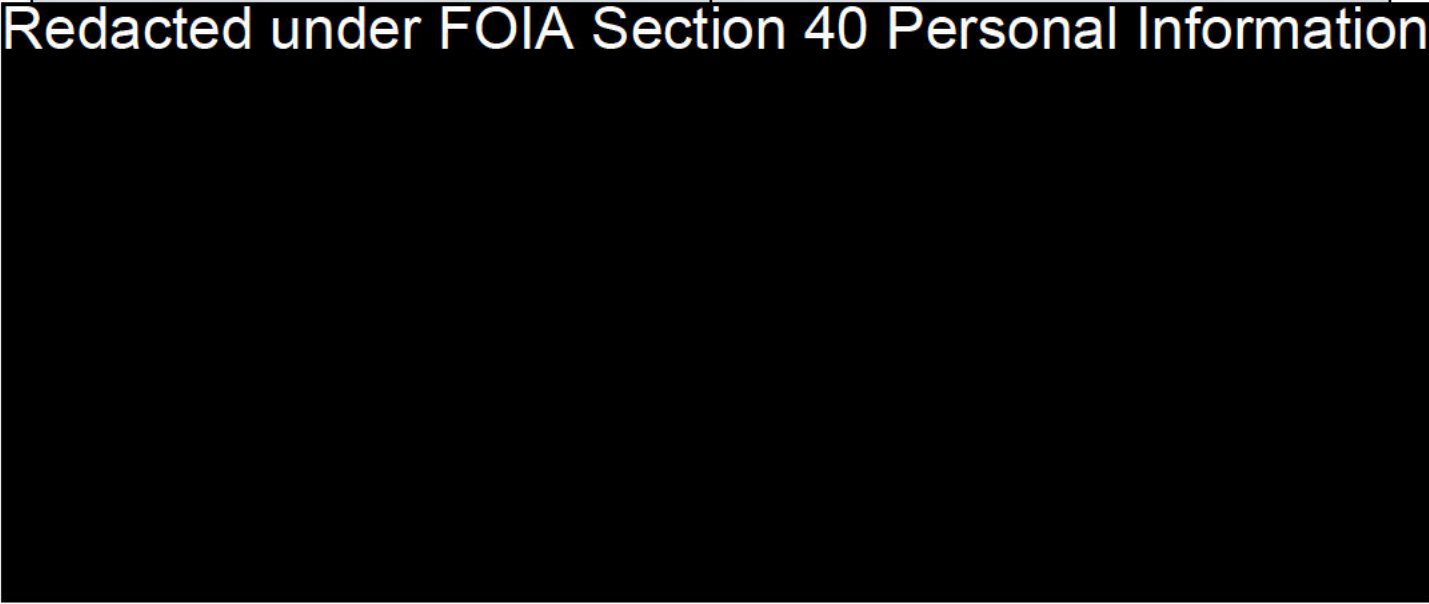
<b>1. Purchase Order Number</b>	10070043375	
<b>2. Customer</b>	Redacted under FOIA Section 40 Personal Information Wessex National Nature Reserves	
<b>3. Contractor(s)</b>	AECOM Ltd 5 Callaghan Square Cardiff CF10 5BT Company registration: 01846493	
<b>4. Defra Group Members</b>	The following Defra Group members will receive the benefit of the Deliverables:  Natural England	
<b>5. The Agreement</b>	<p>This Order is part of the Agreement and is subject to the terms and conditions referenced at Appendix 1 and shall come into effect on the Start Date.</p> <p>Unless the context otherwise requires, capitalised expressions used in this Order have the same meanings as in the terms and conditions.</p> <p>The following documents are incorporated into the Agreement. If there is any conflict, the following order of precedence applies (in descending order):</p> <ul style="list-style-type: none"> <li>a) this Order;</li> <li>b) the terms and conditions at Appendix 1, including AECOM's commercial response, assumptions and exclusions (namely "NE_Commercial Response basic -AECOM"</li> <li>c) the remaining Appendices (if any) in equal order of precedence</li> </ul>	
<b>6. Deliverables</b>	<b>Applicable Deliverables</b>	<b>Goods Only:</b> <input type="checkbox"/> <b>Services Only:</b> <input type="checkbox"/> <b>Good and Services:</b> <input checked="" type="checkbox"/>
	<b>Goods</b>	Final Report as specified in Appendix 2 – Specification / Description
	<b>Services</b>	Review of historical paperwork, site visits, surveys, collection of data, data analysis, evaluation of information, options appraisal, professional advice, client and partner liaison as set out in Appendix 2 – Specification / Description
<b>7. Start Date</b>	22 <sup>th</sup> November 2024	
<b>8. Expiry Date</b>	28 <sup>th</sup> March 2025	
<b>9. Charges</b>	The Charges for the Goods and/or Services shall be as set out Appendix 3 – Charges. The Charges are fixed for the duration of the Agreement.	
<b>10. Payment</b>	Payments will be made in pounds sterling, by BACS transfer, via the Purchase Order system, using the details provided by the supplier on submission of a compliant invoice.	

<b>11. Contractor's Liability Cap (Clause 13.2.1)</b>	A sum equal to £5,000,000
<b>12. Customer's Authorised Representative(s)</b>	For general liaison your contact will continue to be <b>Redacted under FOIA Section 40 Personal Information</b>
<b>13. Contractor's Authorised Representative</b>	
<b>14. Optional Intellectual Property Rights ("IPR") Clauses</b>	The Customer has chosen Option <b>B (Default Option)</b> in respect of intellectual property rights provisions for the Agreement as set out in the terms and conditions.
<b>15. Progress Meetings and Progress Reports</b>	<ul style="list-style-type: none"> <li>• The Contractor shall attend progress meetings with the Customer every 2 weeks</li> <li>• The Contractor shall provide the Customer with progress reports during the client reviews every 2 weeks</li> </ul>
<b>16. Address for notices</b>	<b>Customer:</b> <b>Contractor:</b> <b>Redacted under FOIA Section 40 Personal Information</b>
<b>17. Key Personnel of the Contractor</b>	
<b>18. Procedures and Policies</b>	For the purposes of the Agreement:  All relevant policies and procedures have been outlined in the Guided Buying Request for Quotation document.
<b>19. Special Terms</b>	N/A
<b>20. Additional Insurance</b>	N/A
<b>21. Further Data Protection Provisions</b>	The further data protection provisions contained within Annex 4 of the terms and conditions are applicable to this Agreement where indicated below: <b>Yes:</b> <input type="checkbox"/> <b>No:</b> <input checked="" type="checkbox"/>

Signed for and on behalf of the **Customer**

Signed for and on behalf of the **Contractor**

Redacted under FOIA Section 40 Personal Information



## Appendix 1: Terms and Conditions

- The Customer's Standard Good & Services Terms and Conditions which can be located on the [Natural England Website](#) and which are called 'Standard Goods & Services Terms and Conditions'
- AECOM's commercial response "NE\_Commercial Response basic -AECOM " , as below:

Descriptions of Tasks and / or Products	Cost per product / or Cost per Hour / Day (i.e. rate)	No of products / Hours / Days	Total Cost per Task
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Redacted under FOIA Section 43 Commercial Information

Total Overall Cost	£31,356.81
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Redacted under FOIA Section 43 Commercial Information



## Appendix 2: Specification/Description

Final report to include fulfilment of the objectives of the project specification:

- A review of historical paperwork related to the site. Historical paperwork will be provided by Natural England, the Environment Agency and Dorset Council as appropriate (note some content may not be readily released due to GDPR and Security Classifications).
- Undertake site visits as necessary, advise what additional sampling and site surveying might be required based on the review of existing paperwork.
- Any additional bolt-on survey and sampling contracts/costs will be at the discretion of Natural England and must be agreed in writing prior to being undertaken.
- The first two bullet points shall inform a preliminary risk assessment and conceptual model of the site. Analysis, description and summary of all potential Sources, Pathways and Receptors related to the site and its contamination.
- Liaise with the Environment Agency and Dorset Council as necessary.
- From the RA and Conceptual model, determine where to target site investigation to establish the presence and extent of contamination, to include estimates of volume wherever possible.
- Structural assessment of current condition of existing sea wall and its projected life-time (assuming it is still in condition to protect the site) in view of its current condition and predicted sea level rise.
- Identification of the risks and their significance, including on the protected sites adjacent; both marine and land and their associated Protected Species, industries, and any other likely or possible Receptors as identified by the analysis.
- Evaluation of these risks to the environment, protected species and future site users, to include assessment of any future potential for public access.
- Conclude whether the site should be formally declared a contaminated site so that the Part IIA process can be begun if necessary.
- Provide a comprehensive options appraisal derived from the prior analysis in order to:
- Advise on what future steps may need to be taken to make the site safe in the short, medium and long term. In particular, if it possible to break the pollutant linkages or reduce the assessed risk so that there is no longer a possibility of significant risk.
- Advise on what, if any, actions could be taken to remediate the site to the extent that its status as a risk could be removed completely or made negligible, with an associated analysis of limitations of each action being reasonably practicable.
- Estimate Rough Order of Magnitude (ROM) costs for all recommended and/or potential options to inform a cost-benefit analysis, taking into consideration the nature of access to and from the site.
- All to be presented in a final written report.
- **The scope of works does not include any intrusive site works (including site investigations or excavations)**

**AECOM Tender responses on**

**Q1: Methodology and:**

**NE Version 1.0**















### Appendix 3: Charges

**Total final payment: £31,356.81 +VAT**

**The Contractor shall submit invoices monthly upon completion or % completion of the tasks undertaken, as below:**

Tasks	Cost per task
Redacted under FOIA Section 43 Commercial Information	

#### Appendix 4: Processing Personal Data

<b>Contract:</b>	<b>Holton Heath - Contaminated Land Risk Assessment</b>
<b>Date:</b>	<b>22/11/2024</b>
<b>Description of authorised processing</b>	<b>Basic work contact details exchanged through email communications. Limited personal data to be held and collected. Basic work contact details may be transferred</b>
Identity of Controller and Processor for each category of Personal Data	AECOM UK will be the Data Processor The data controller will be the client.
Subject matter of the processing	Desk study, high level sea wall assessment, ground investigation and contaminated land risk assessment + Part IIA determination – this is a study for determining environmental data that is being provided by the client and reported on by AECOM UK. It is environmental monitoring data, i.e soil and groundwater samples. Basic work contact details may be transferred. Other Personal Data is not to be held and collected.
Duration of the processing	Data will be held for the duration of contract (5 months) and as per AECOM archiving procedures
Nature and purposes of the processing	No personal data is intended to be processed. Only environmental Monitoring data is to be recorded. Basic work contact details may be transferred
Type of Personal Data	Personal data attached to the project may be contact details via email correspondence. Competencies on appointment for the project.
Categories of Data Subject	The data subject is environmental testing and monitoring data. Not personal data. Basic work contact details may be transferred
Plan for return and destruction of the data once the processing is complete UNLESS requirement under law to preserve that type of data	Should any personal data be held AECOM will return the data in compliance with contractual and legal requirements.
Locations at which the Contractor and/or its subcontractors process Personal Data under this Agreement	AECOM UK offices and Sharepoint
Protective Measures that the Contractor and, where applicable, its subcontractors have implemented to protect Personal Data processed under this Agreement against a breach of security (insofar as that breach of security relates to data) or a Personal Data Breach	Network security, Secure Sharepoint. Only named project personal will be granted access to historical reports. Basic work contact details may be transferred limited personal data to be used on project.