**Concrete removal from channel bed and slab removal from banks and riparian habitat creation on Alderbrook, Brueton Park, Solihull**

TENDER DOCUMENT

Warwickshire Wildlife Trust Report

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July 2021

TENDER DOCUMENT

WARWICKSHIRE WILDLIFE TRUST

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# 1. INTRODUCTION

## 1.1 Project Introduction

This document has been prepared by Warwickshire Wildlife Trust and is presented to Contractors interested in providing tender costings and details with respect to concrete bed removal and reduce level excavations in the form of pond creation and stream bank enhancements. The Alderbrook within Brueton Park, Solihull has been identified as an area for riverine feature enhancement and habitat creation.

The reduce level excavation works include 3 ponds excavated within the floodplain 60-70m³ by the River Blythe and some bank scraping est. 30m³ to create more gentle batters. Arisings from the reduce level excavations are to be transported on site to a pre-marked deposition area where they can be spread and sown with wildflower meadow seed mix. Concrete and slabs removed will need a combination of crushing on site to <20mm and using to create a wildflower meadow sub base and some removing from site as per ‘*Alderbrook Overview of proposals 08.07.21’* This is likely to be removed via vehicle access out via Solihull 6th Form.

**Importantly There is a separately funded project within Brueton Park, Solihull which must be tendered for separately to this project due to procurement processes.** **If submitting a tender for both projects it would be advantageous to have a price for undertaking each project individually and a price for undertaking both works at the same time (ease of mobilization and logistics considered with both projects delivered together) Please find tender details on Warwickshire Wildlife Trust website or contact Gina Rowe for the tender documents relating to Brueton Park Lake enhancement and channel works.**

Appendix 1 – *‘**Alderbrook Overview of proposals 04.08.21* shows the location of the proposed works as well as some schematic drawings of the proposed channel works and excavations.

## 1.2 Site Introduction

The site consists of areas of open publicly accessible amenity space, parkland habitat and riparian corridors owned and managed by Solihull Metropolitan Borough Council. Hardstanding paths run throughout the park and is bordered by St Alphege Junior School, Solihull 6th Form, The river Blythe and the Warwick Road.

A site visit can be arranged to view the site before the tender deadline, please contact Jake McAlister [Jake.McAlister@wkwt.org.uk](mailto:Jake.McAlister@wkwt.org.uk) 0749547135 or Gina Rowe [Gina.Rowe@wkwt.org.uk](mailto:Gina.Rowe@wkwt.org.uk)

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# 2. INSTRUCTION TO TENDERERS

This section details what Warwickshire Wildlife Trust will require from any Contractor who wishes to tender for the Works as defined.

To ensure an acceptable tender, Warwickshire Wildlife Trust require the tenderer to:

Provide the necessary insurance cover for these Works including Public & Employers Liability (Cover - minimum £5 million). The relevant insurance certificates should accompany the submitted tender.

Provide a completed response to the Schedule of Prices / Rates as defined in Document B below

Provide the name of the Contractor's on site representative.

**Selection:**

The process of selection will be by sealed tender, which will be opened and recorded in the presence of Senior Wetland Specialist Tim Precious-Li, Living Landscapes Manager Gina Rowe and Emily Reilly, Support Officer.

The quotations will be assessed by relevant staff to assess the technical aspects and the financial basis as described below. Please submit 2 documents A and B as described below.

**Document A (quality assessment)**. The format of this document is left to the discretion of the contractor

* + A description of the suggested approach to the works, highlighting key issues, proposed methodology and risks.
  + The roles and responsibilities of the contractor and the contractor team.
  + The contractor’s head or regional office location.
  + Logistics – what equipment will be used, will all the work be completed by the contractor or will it require sub-contractors?
  + Mitigation measures to (i) reduce the risk of delays, and (ii) reduce damage to the environment.
  + A breakdown of the programme of works – its key stages and an indicative timetable for completing the work (including the length of time the work is expected to take) and the earliest point at which this work could begin.
  + A statement on the relevance and skills of their organisation to the delivery of this work. To include evidence of previous experience of similar projects and CVs (if appropriate) of the key members of the contractor team.
  + Health and Safety Policies – to cover all aspects of the works.

**Document B (price assessment)**. The contractor must include a breakdown of all fees and costs, indicating the following in their response to the brief (and whether costs are including or excluding VAT): Section 3 gives a template for costs but contractors are free to detail costs in their own format as long as detail of the following is included.

* + Mobilisation
  + Materials
  + Total cost (£ excluding VAT).
  + Total cost (£ including VAT) – final fixed fee to carry out all of the works outlined in this brief.

The submitted documents should be clearly identified as being either Document A or Document B. Document A should not contain any reference to fees or costs as the two elements Document A (quality) and Document B (price) will be assessed independently of each other. See below for the weightings of these two documents.

This contract will be awarded based on the price and the quality criteria indicated below.

**The contractor’s quality and price submissions will be scored and those scores weighted in the ratio 30:70 (quality: price).** The contractor with the highest aggregate score will be considered for the work.

The price assessment (B) will be marked out of 100 points. The lowest price quote will be awarded 100 marks. The other submissions will have one mark deducted for each percentage point by which the cost is above that of the lowest (e.g. a contractor tendering at a total of 20% above the lowest price will receive 80 marks).

The quality assessment (A) will be marked out of 100 points allocated against weighted criteria as described below. The assessment will judge submissions based wholly on the contents of the information provided using a common evaluation method. The highest quality score calculated will be awarded 100 marks. Other quality scores will have one mark deducted for each percentage point by which the total is below that of the highest (e.g. a total of 20% below the best quality score will receive 80 marks). The assessors will keep in mind three key questions when reviewing submissions:

**Timescales:** Please submit your sealed bids by **1.00 pm on Monday 23rd August 2021.**

**To:** Emily Reilly, Support Officer, Hams Hall Environment Centre, Hams Hall Distribution Park, Coleshill, B46 1GA or

via email to [emily.reilly@wkwt.org.uk](mailto:emily.reilly@wkwt.org.uk) (Tender docs sent via email will be printed and sealed by Support Officer and opened at same time as posted hard copies)

**Jake McAlister details re queries and to arrange site visit:**

**Tel: 07495457135**

**Email:** [**jake.mcalister@wkwt.org.uk**](mailto:jake.mcalister@wkwt.org.uk)

The tenders will be scored on **Tuesday 24rd August.** Any queries or follow up will be undertaken in that week. We anticipate awarding a contract by **Wednesday 25th August 2021.**

It is planned that the works should be undertaken **September to October 2021 but final deadline of March 22 if contingency is required.**

Appendix 2 includes a "General Description of the Contractor's Obligations", a "General Description of the Client's Obligations" and additional statements and conditions, which apply to the Works.

It is anticipated that any Contractor tendering for these Works will have recent relevant experience in undertaking the operations necessary to fulfil the Works proposed, and where necessary will provide details of similar activities that have been successfully completed.

Warwickshire Wildlife Trust is not bound to accept the lowest quotation.

# 3. SPECIFICATIONS PERTAINING TO THE WORKS / SCHEDULE OF PRICES

## 3.1 Schedule of Prices

Specifications associated with the works are provided in Appendix 1.

The Schedule of Prices should be completed on Table 4.1.

If the original specifications of the Works change during the detailed design, these changes will be paid for either at the rates agreed above or using a daywork schedule. In order to inform this daywork schedule it is necessary for the Contractor to provide rates for the following:

Labour;

Plant;

Materials:

Temporary works, variations, additions etc. must be agreed in writing with the client’s representative prior to implementation by the contractor.

Contractor:

Contact Name:

Signature:

Date:

| **Description of Works** | **Quantity** | **Rate** | **Fees** |
| --- | --- | --- | --- |
| Mobilisation / demobilisation of tracked excavator and dump trucks. |  |  | £ |
| Excavation, transportation and deposition of alluvial deposits and spoil to create 1 backwater pool and 3 small pocket ponds as detailed in Appendix 1. |  |  |  |
| Disposal of excess spoil (if required). |  |  |  |
|  |  | **GRAND TOTAL** | **£** |

Contractor:

Contact Name:

Signature:

Date:

## 3.2 Services

Information with respect to service corridors was collated by Groundwise Utilities and completed in June 2021. Extracts from relevant service drawings associated with the identified service corridors are provided in adjoining document *Groundwise Utility Report 27735DM* . Contractors are recommended to obtain updated information with respect to any additional service corridors present since this time.

##### Severn Trent Water

Information with respect to public water mains and sewers was purchased from Severn Trent Water (STW).

**The mapped data provided shows that within site there are several services running in close proximity and within excavation locations which must be taken into account when undertaking works.**

## 3.3 Public Access

The works area is located within a public park and therefore there is public access to the area. The contractor must carry out the works in a manner that ensures that there are no additional risks to the public as a result of the works. However, the public must be able to safely move through the park throughout the duration of the works.

Signage will be put in place prior to works starting to inform regular users of the recreation ground about the works upcoming works. Hazard signs, should, however, be used at all times when machinery is on site and a fenced/segregated work area should be maintained to keep members of the public out of danger.

# 4. TERMS OF PAYMENT

The quantities detailed in the 'Specifications Pertaining to the Works' are estimates only. The actual payments will be based on admeasurement (re-measuring the work actually completed) undertaken by the Client's Site Representative. The Contractor is requested to attend when the work is being re-measured.

On completion of the Works the Contractor may make a claim for payment which will be checked by the Client and changed where necessary.

Interim and final payments will be made at the end of the month following receipt of the checked and verified invoice.

The Client will retain 5 % of the Total Payment due with respect to the contract for 3 months after completion of the Works. This payment will be made to the Contractor subsequent to the Client's Site Representative verifying the work completed on site at this time.

# APPENDICES

APPENDIX 1 *Alderbrook Overview of proposals 08.07.21*

APPENDIX 2 General Description Of The Contractor’s Obligations

General Description Of The Client’s Obligations

Additional Statements Applicable To These Works

APPENDIX 3 Service Drawings

APPENDIX 4 Access Maps

## APPENDIX 1

*Alderbrook Overview of proposals 08.07.21*

**Please see adjoining document for full information and spoil locations**

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APPENDIX 2

General Description Of The Contractor’s Obligations

General Description Of The Client’s Obligations

Additional Statements Applicable To These Works

**General Description of the Contractor's Obligations**

1. The Contractor must construct and complete the Works, and must provide all the labour, materials, plant and temporary works necessary.
2. The Contractor must be responsible for safety of all site operations, with specific reference to:

* The safety of all persons entitled to be on site;
* The care of the Works;
* Damage to persons and property resulting from the construction process,

and must take out insurance to cover any claims arising from these areas.

1. The Contractor shall undertake a site visit and inspection of the site prior to preparing the tender. Thus the Contractor is aware of the potential problems and difficulties that will be faced when Works begin.
2. The successful tenderer will be required to submit a Health and Safety Plan and Method Statement for the approval of the Warwickshire Wildlife Trust prior to works starting. This document should detail the order in which the Works will be carried out. The Contractor must specify a date of commencement of Works, and a period of Works. An extension of time for completion of the Works will only be allowed where:

* Additional work is instructed by Warwickshire Wildlife Trust;
* There are increased quantities above those shown in the quantities section;
* There is exceptional adverse weather.

1. The Contractor must detail any additional temporary works that will be undertaken outside of those detailed in the Tender Documentation.
2. All workmanship and materials must conform to the standards specified in the contract.
3. The Contractor must allow Warwickshire Wildlife Trust, the landowner/operator, and statutory organisations access to all parts of the site, at all times.
4. The Contractor shall not at any time store or stockpile on the floodplain area equipment and / or material that will float or contaminate a watercourse in the event of the floodplain being inundated.
5. The Contractor shall take all necessary measures to secure the protection of all Watercourses including water in underground strata against silting erosion and/or pollution of the water so as to affect adversely the quality of appearance thereof or cause injury or death to animal, aquatic or plant life and/or damage to property and land. Such protective measures shall include, but not be limited to, the following:
6. All fuel, lubricating oil and/or other liquid chemicals stored on the site shall be located as far as reasonably possible and in any case not less than 50.0 m from any watercourse and such stores shall be sited on impervious bases and surrounded by an effective impervious bund capable of containing the full contents of the store plus 10% and with a sealed drainage system with no discharge to any watercourse land or groundwater. All such stores shall be kept locked or otherwise secured when not in use and all containers therein must bear clear labels giving full descriptions of contents. A stock of absorbent material suitable for use on the contents of the store must be maintained on the site.
7. Any leaking and / or empty containers shall be removed from the site.
8. The refuelling of machines shall be strictly controlled and confined to a location as far as reasonably possible from any watercourse.
9. Emergency Action: The following actions shall be taken by the Contractor in the event of any breach and / or risk of major pollution to a watercourse or land drainage area or any incident of fish kill:
10. Immediately inform the Environment Agency, Warwickshire Wildlife Trust and the Emergency services. For the Environment Agency telephone 03708 506 506.
11. Secure the area from the approach of traffic and / or general public.
12. Render every assistance to the Agency and / or Emergency services as shall be requested for the purpose of mitigating damage and / or for the purposes of securing public safety.
13. With regard to landslope and any apparent flow direction of any potentially polluting material or liquid, construct if possible and as necessary dam bunds with earth board and / or sheet to prevent or restrain such materials from reaching the watercourse and/or flows inundating any adjacent property.

Compliance with the above requirements shall not relieve the Contractor of any of his obligations under the Contract.

1. On completion of the Works, the Contractor must clear the site, leaving it free from obstruction, debris etc. to the satisfaction of Warwickshire Wildlife Trust.

**General Description of the Client's Obligations**

1. Warwickshire Wildlife Trust will make available to the Contractor all ground investigation information. It is the Contractors responsibility to interpret these data for the purposes of undertaking the Works.
2. Warwickshire Wildlife Trust will provide a part time Site Representative who will administer the contract.
3. Warwickshire Wildlife Trust’s Site Representative will 'set out' the position and orientation of the various parts of the Works, using ground markers and temporary benchmarks.
4. Warwickshire Wildlife Trust will ensure access for the Contractor to the site at all times detailed within the 'working period'.
5. Warwickshire Wildlife Trust will pay the Contractor for completed work. Warwickshire Wildlife Trust will pay the amount agreed with respect to the 'Terms of Payment'.

**Additional Statements Applicable To These Works**

1. The progress of all or any part of the Works may be suspended on the Warwickshire Wildlife Trust's written order and the Contractor must then protect and secure the suspended section.
2. If Warwickshire Wildlife Trust at any time believes that the Contractor is not making sufficient progress to complete the Works on time, s/he may write to the Contractor to ask that steps be taken to ensure timely completion.
3. Warwickshire Wildlife Trust may vary the Works as necessary or desirable. Rates will be paid as 'daywork'.
4. Excavated surfaces must be finished with a tolerance of +/- 50 mm.
5. Any reduce level excavation which was not instructed by Warwickshire Wildlife Trust will not be paid for.
6. It is the Contractor's responsibility to dewater the site if necessary. This activity must be undertaken with respect to the guidance / specifications detailed by the Environment Agency for working within floodplains.
7. The contractor will comply with all current Health & Safety legislation.
8. The Contractor will assess the need for Personal Protective Equipment in accordance with current legislation.
9. Warwickshire Wildlife Trust will, upon a written request by the contractor, grant an extension period for completion for whole or part of the works if the progress of any part of the works is delayed for exceptional adverse weather conditions. The extension period will be determined by the client and will only be granted if the contractor has taken all reasonable steps to avoid or minimise the delay.
10. The Contract is based on a lump sum quotation, any suspension of works for adverse weather or ground conditions will not be subject to the payment of “standing time”.

## APPENDIX 3

**Please see adjoining Services document - *Groundwise Utility Report 27735DM***

Severn Trent Extract of Services Drawings

