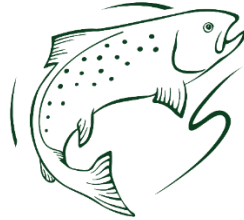


Specifications and Tender Document
Snake Lane Fish Passage Improvement Project



WILD TROUT TRUST
wildtrout.org

Location: River Ecclesbourne, Snake Lane, Duffield, Derbyshire



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Invitation to tender for the Snake Lane Fish Passage Improvement Project

Wild Trout Trust Postal Address: FREEPOST Wild Trout Trust

Phone: 023 9257 0985

E-mail: tjacklin@wildtrout.org Web: www.wildtrout.org Nominated Officer: Tim Jacklin (tel. 07876 525457) Technical enquiries: Tim Jacklin

Status: Final

Date: 22/04/2022

Project Title: Snake Lane Fish Passage Improvement Project

Author: Tim Jacklin

1. Description of work

Background information

The site is on the River Ecclesbourne adjacent to Snake Lane, Duffield, upstream and downstream of a weir and bridge (cover picture). The site is bordered by land in private and public ownership (Amber Valley Borough Council) and is crossed by multiple public rights of way.

The primary aim of the project is to improve fish passage by partially removing the weir, excavating the river bed and installing a series of five rock rapids over a channel length of approximately 120m as per the design and drawings in Appendix 1. The rapids must consist of a **specific mix of stone sizes** and incorporate **piling** at the toe of each rapid to ensure stability. **Stone bank reinforcement** will be required to ensure bank stability.

The works will be supervised by the designer and there will be a watching brief by a structural engineer to ensure stability of the bridge, the remaining wing walls of the weir and the river banks. Subject to the structural engineer's advice, these areas may **require additional works** which will become apparent as the project proceeds and a contingency has been provided for these. Quotations must provide a separate price for these contingency works which will only come into play if the work is required; a risk and opportunities register is provided for this (Appendix 8).

The project is being carried out by a partnership between Wild Trout Trust (WTT) and the Environment Agency (EA). The project is being project managed by the Wild Trout Trust on behalf of the partnership.

The project site is not located within any international or national nature conservation designations, nor any non-statutory local conservation designations.

There are multiple, well-used Public Rights of Way on and near the site which is in a busy residential area. Access to the site is via narrow roads with many parked cars. Ensuring public safety, maintaining access and minimising inconvenience are a high priority and will be taken into consideration when assessing tender submissions.

2. Definitions

The following terms have the meaning described below unless otherwise stated in the document, or required by the context:

‘Wild Trout Trust’ shall mean Wild Trout Trust Ltd. (Registered Charity 1077041). Registered office: Unit 4, Broadfield Court, Sheffield S8 0FX. Address for correspondence: Freepost WILD TROUT TRUST.

‘Nominated officer’ shall mean Tim Jacklin of Wild Trout Trust or such other officer as Wild Trout Trust may nominate.

‘Project Site’ shall mean the River Ecclesbourne upstream and downstream of Snake Lane weir and adjacent land, including Ecclesbourne Meadows where the site compound is to be located, as identified in the maps in this and appended documents.

‘Tenderer’ shall mean the person submitting a Tender and where a Tenderer consists of more than one person, obligations and submissions shall be deemed to have been made jointly and severally and the masculine gender shall include all other genders.

‘Contractor’ shall mean the successful Tenderer.

‘Method statement’ shall mean the method statement forming part of the tender.

‘Works’ shall mean the work to be undertaken and the services to be provided as described in the Tender Documentation for the construction of the fish passage improvement and associated structures, together with any alteration and amendments that are made in accordance with these conditions.

‘Landowner’ shall mean the relevant landowner.

3. Description of works

The partial removal and making good of Snake Lane weir and installation of five rock rapid features as per the detailed design, bill of quantities and designer’s method statement provided in the Appendices. The designer will supervise the works on site.

- Establish access route onto Public Open Space at Ecclesbourne Meadows via William Close, including hedge removal, ditch/culvert crossing and maintaining safe crossing for footpaths.
- Establish site compound on Public Open Space and route to the working site including safe crossing for footpaths.
- Install coffer dam flow diversion in conjunction with fish rescue (latter organised by WTT/EA). Liaise with weir owner on Duck Island weirs to manage flows/levels in the diversion channel.
- Carry out weir notching works and installation of rapids as per design.

NB furthest downstream rapid and possibly rapid on secondary channel require separate access via Snake Lane.

NB Excavation of river bed upstream of weir will be required and re-use of material within stone/gravel mix for pool beds (if suitable) or removal from site.

- Carry out bank reinforcement works and any contingency works specified by structural engineer.
- Remove coffer dam and make good the site, including replacement fencing (Snake Lane) and any repairs to roads, etc.

- Remove site compounds and make good the access route including restoration (planting and landscaping) of William Close access area.

It is anticipated that the works would be completed within 8-12 weeks of the start date. The works must be completed during July – September 2022.

All technical enquiries regarding the Works can be directed to Tim Jacklin on 07876 525457.

4. Specifications of required works

4.1. Preliminaries

It is essential that there is no waste of materials, the Tenderer will be expected to manage operations to minimise waste.

The Project Site is unsecured with access possible from the public highway. Equipment and fuel left unattended or remaining at the Delivery Site overnight is left so at the Tenderer's risk. Tenderers are responsible for sourcing appropriate locations to accommodate their equipment and operatives whilst the Works are not being undertaken.

All fuels or flammable substances, which are to remain at the Project Site while the Works are not being undertaken, must be adequately secured to prevent accidental fires.

The contractor must hold and provide evidence of Employers and Public liability insurance to the value of £10,000,000. Copies of these must be submitted with this tender.

Certificates of competence and appropriate construction insurances should also be supplied.

The contractor must be SIPP accredited (SAFE Contractor, CHAS, Worksafe/SMAS).

A pre-construction phase plan including method statement, risk assessments, CoSSH assessment and waste management must be provided with the application.

All waste resulting from the Works is the responsibility of the Tenderer. This waste must be collected and removed from the delivery Site and disposed of appropriately off site. This is to ensure that no waste material remains on the Delivery Site when the Works are completed.

All/any hazardous waste must be handled in accordance with the Hazardous Waste Regulations 2005.

4.2. Health and safety

The Tenderer will be responsible for the health and safety implications of all operations to complete the Works. A Method Statement, including information referring to Construction (Design and Management) Regulations 2015, to cover all of the operations including operational risk assessments must be included with the tender, detailing safe working practices, training requirements and health and safety procedures, that will be used at all states of the contract.

Copies of Site Risk Assessments for the Project Site will be required prior to commencement of the Works.

Changes to the method of works without prior written agreement of the Nominated Officer will result in termination of the contract.

The Contractor must take the lead in ensuring the health and safety of all those involved in the contract, including the use of correct PPE in accordance with The Personal Protective Equipment (PPE) at Work Regulations 1992 (as amended 2022).

The Contractor must have appropriate emergency plans in place for the site. The Nominated Officer will need to see evidence of this.

The Contractor must maintain an accident book and will report all accidents to the Nominated Officer. The Tenderer is responsible for reporting incidents to the Health and Safety Executive (HSE) in respect of RIDDOR reportable incidents/accidents.

The Contractor will be required to ensure that the equipment is fully maintained and serviced in accordance with the Provision and Use of Work Equipment Regulations (PUWER) 1998. The Tenderer is required to keep all equipment operational and to pay for all repairs during the period of the contract.

The Contractor must conduct the works without putting members of the public at risk, and this must include measures to manage access across defined boundaries, and steps to exclude unauthorised people from the working site. The bridge adjacent to the weir, footpath alongside the river and Ecclesbourne Meadows are regularly used by pedestrians. **Public safety is paramount** and a written plan to safely manage public access during the works must be provided as part of the tender submission.

The Tenderer must be aware that access to the site is via **narrow residential roads with many parked cars**. A written access plan for deliveries of plant and materials is required as part of the tender submission, including provisions to minimise disruption to local residents (e.g. timing of deliveries outside busy periods).

4.3. Specification

The Nominated Officer will identify the Project Site so that the Tenderer can visit the site and satisfy himself on the location and requirements, before a Tender is submitted (see Appendices).

Neither the invitation to tender nor an acceptance constitutes a permission or consent to construct the fish passage improvements and associated structures. The Flood Risk Activity Permit has been obtained for the project by WTT, however the Contractor will be responsible and liable for obtaining any temporary consents if required, via the method statement and the Nominated Officer.

Access to the site has been provisionally agreed with the landowners. This includes a licence agreement with Amber Valley Borough Council (AVBC) for access and a site compound on the public open space to the south of Ecclesbourne Meadows. The contractor must comply with the conditions of this licence agreement in liaison with the WTT nominated officer.

The Tenderer agrees to comply with and abide by any conditions or instructions that may be imposed or required by such consents.

The works must be completed during the period July-September 2022.

5. Environmental Considerations

Inspections by an ecologist appointed by WTT will be carried out prior to the commencement of works. Mitigation measures for protected species will be communicated to the contractor prior to commencement of works by the Nominated Officer and ecologist.

Works must commence in the period July – September (inclusive) to avoid fish spawning periods. Ongoing works (within the dry working area) may run into fish spawning periods, but the contractor must liaise with the WTT Nominated Officer to ensure working practices which avoid damage, and update the method statement with sign off by the Nominated Officer.

Japanese knotweed is present on part of the site as indicated below (Figure 1). This area must be cordoned off and not disturbed during the works. The Nominated Officer has made arrangements for treatment of the Japanese knotweed by a suitably qualified contractor.



Figure 1 Area affected by Japanese knotweed.

All substances subject to the Control of Substances Hazardous to Health Regulations 1992 (COSHH) will need to fully comply with these regulations, evidence of this will be included as part of the Tender.

All fuel storage must comply with the Control of Pollution (Oil Storage) Regulations 2001.

Plants and animals protected under the Schedules of the Wildlife and Countryside Act 1981 and other Acts are not to be harmed or their habitat damaged.

Nesting birds are not to be disturbed and are to be reported immediately to the Nominated Officer. It is a criminal offence to recklessly destroy a bird's nest.

Any public complaints must be immediately reported to the Nominated Officer.

The Project Site must be left clean and tidy at all times.

Dogs are not permitted on the Project Site.

All gates to be closed on the Project Site where necessary to ensure security.

6. Utilities searches

Utilities searches were carried out in March 2019 and are shown in the design drawings (Appendix 1). It is the contractor's responsibility to ensure the utility searches are complete and up to date, and to make provision for safe working practices in the vicinity of services and document such in the method statement.

In addition to recorded utilities, the following are highlighted:

- An outfall from Mill Green House at the downstream end of the site (see Appendix 1 for details).
- Broadband cabling buried at a shallow depth in the area shown below (Figure 2). **Adequate protection must be provided if plant is utilised in this area.**

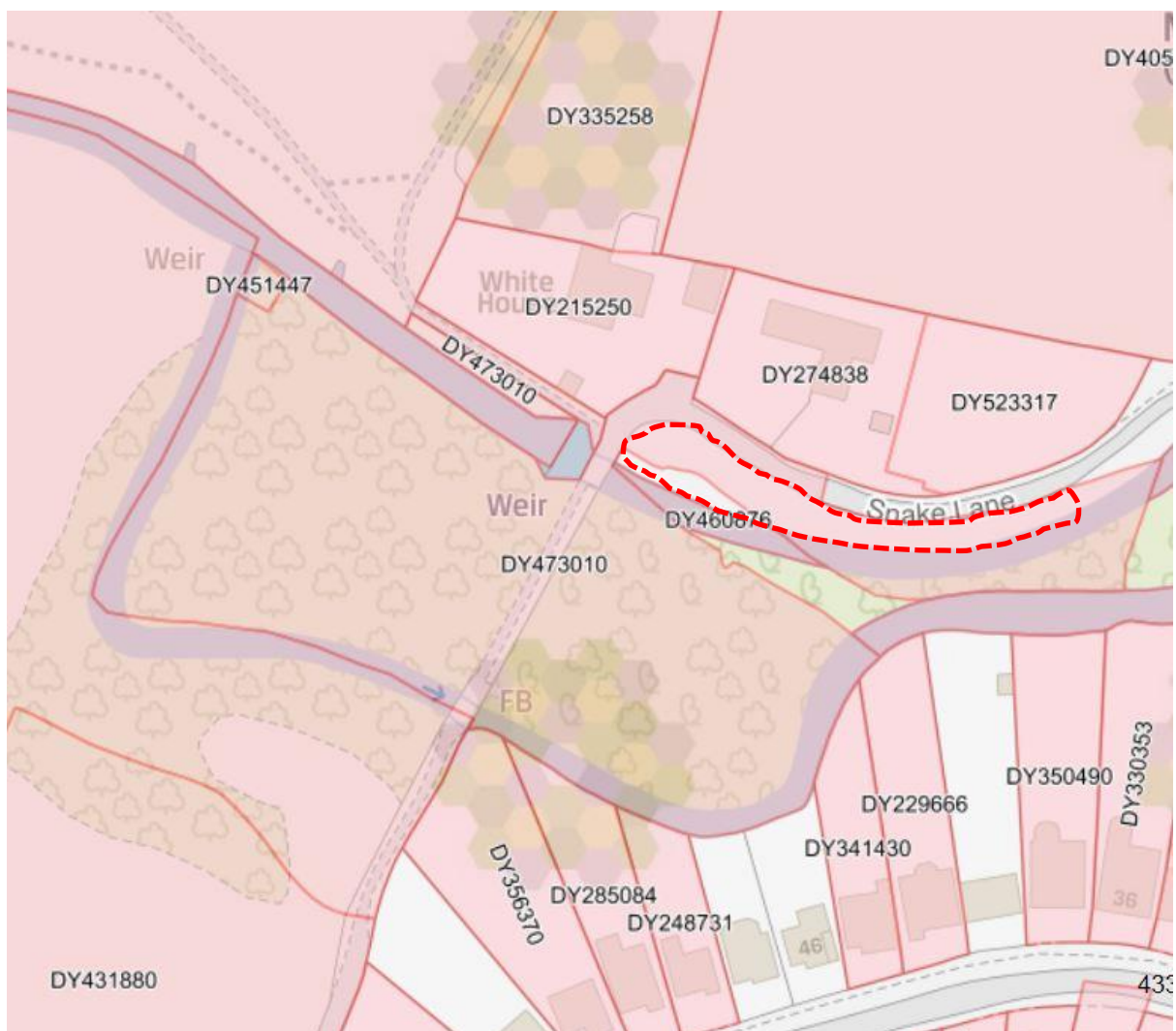


Figure 2 The grass verge between Snake Lane and the river (red dashed area) has been highlighted as having broadband cables. Appropriate measures to protect these must be implemented when working in this area.

7. Flood Risk Measures

The contractor must comply with the conditions set out in the Flood Risk Activity Permit EPR/JB3552SQ issued by the Environment Agency (Appendix 7), including (but not restricted to):

The operator shall sign up to receive flood alerts from the Environment Agency. Upon receipt of alert the works shall cease and temporary works removed within 2 hours to allow the river to flow at full capacity.

The contractor will specify a nominated person to receive such alerts and a procedure for removing temporary works (coffer dams) within their method statement, 24 hours a day, 7 days a week during the entirety of the project.

Water levels within the flow diversion (southern channel) must be checked on a daily basis.

8. Information and instructions for tendering

- Tenders must be submitted in accordance with the following instructions. Any tenders not complying with these instructions may be rejected by Wild Trout Trust whose decision is final.
- Wild Trout Trust is inviting tenders from suitably experienced contractors and those who can demonstrate an ability to professionally undertake the construction of the works.
- Tenders are being invited on the basis of undertaking the whole of the works.
- Tenders are invited for a period of a single task. All works must be completed during July – September 2022. All invoices must be delivered to FREEPOST Wild Trout Trust (or via email to office@wildtrout.org) before 28th February 2023.
- Tenderers are invited to visit the Project Site to establish all relevant conditions and to thoroughly appraise the extent and nature of the proposed Works. If you require a site visit, please contact the Nominated Officer who will arrange access to the site.
- Tenderers are advised to study all documentation provided by Wild Trout Trust and their true intent and meaning ascertained before submitting a tender. Tenderers should seek to clarify any points of doubt, including any ambiguities, errors and omissions in the tender documents with Wild Trout Trust through its Nominated Officer prior to submitting a tender. Please contact the Nominated Officer on: 07876 525457.
- Where examination of a tender reveals arithmetical errors these will be corrected and the Tenderer will be afforded the opportunity of confirming the revised totals (in writing) or withdrawing its tender within 7 days.
- Tenderers are required to keep tenders valid for acceptance for a period of 30 working days from the closing date for receipt of tenders.
- Tenderers are required to submit a written proposal by the deadline. All proposals should include the following:
 - Organisation and Method of Working, including Method Statements, risk assessments and CDM information.
 - Costings – including breakdown using the risk & opportunities register (Appendix 2) to identify ownership of residual risk and cost.
 - A plan for maintaining public safety during the works.
 - A plan for site deliveries to minimise inconvenience to local residents, including a nominated point of contact for the Contractor and complaints procedure.
 - Inclusion of flood risk procedures within the method statement (as per section 7 above).
 - An estimation of timescale and outline programme, e.g. Gantt chart.
 - Capability Statement and/or previous experience including biodiversity and river work in the last 2 years and name of contact for whom the work was carried out; details of proposed sub-contractors (if needed); copies of all Insurance Certificates, for the supplier and any sub-contractors.

- Any assumptions used in preparing responses should be clearly stated. Any appropriate supporting documents should be included.
- The tender must be signed, where the Tenderer is an individual, by that individual. Where the Tenderer is a partnership, by two duly authorised partners. Where the Tenderer is a company, by two directors or by a director and a company secretary, such persons to be duly authorised for the purpose. To nominate another individual please confirm with the Nominated Officer.
- Tenders must be sent to the address detailed below in 'Full Contact Details' or via email to tjacklin@wildtrout.org.
- The deadline for expressions of interest is 23rd May 2022 and for receipt of tenders is 17th June 2022.
- All queries must be made by email or telephone.
- Late tenders, received after the closing date and time stated above will not be considered unless by prior arrangement.
- Proof of posting will not be accepted as proof of delivery if the tender fails to arrive at the stipulated address before the specified time.

9. Timescale

All physical works must be completed before the end of September 2022.

Invitation to Tender (ITT) released: 12th May 2022

Expressions of Interest deadline: 23rd May 2022

Tender submission deadline: 17th June 2022

Contractor appointment: 27th June 2022

30th September 2022: Works to be completed and all operators off the Project Site

10. Full Contact Details

Tenders must be delivered to the following address:

Contact name: Tim Jacklin

Email address: tjacklin@wildtrout.org

Full address: FREEPOST Wild Trout Trust

Telephone: 07876 525457

11. Tender Evaluation and process

Wild Trout Trust will be conducting a full financial and technical evaluation of all tenders as well as evaluating the ability to commence and complete the Works to the timescale.

Tenders will be evaluated on a 50% cost and 50% quality basis. The elements considered under quality will be health & safety 20%; environmental performance 20%; minimising impact to the public 10%.

Tenders will be evaluated in accordance with the following:

- Due consideration is given to public access and safety and to minimising impact of the works in a residential area.
- Products and services shall be competitively priced, readily available and fit for their intended purposes, bearing in mind health and safety or other legislative requirements.

- When purchasing products or services, preference will be given to those: a) from suppliers with accredited environmental practices; b) that are produced and distributed using resources responsibly, with a minimum of hazardous substances; c) that minimise waste, energy consumption or other adverse environmental impacts in their use and disposal.

In the evaluation of tenders the following will apply: a) Method Statements and Resources b) Other Items c) Written technical and financial references may be requested and considered as a part of the evaluation procedure.

Wild Trout Trust may also seek clarification in respect of the Method Statement and other documentation in various ways including but not limited to: a) Site visits b) Interviews with key personnel who would be assigned to the Contract and appropriate Senior Managers of the Company.

12. Basis of Tender

The tenderer shall show the tender sum for the actual Works and the VAT separately.

The tender must include value of all the Works and must cover all costs and expenses which may be incurred in order to complete the Works in accordance with the Conditions, the Specification and all other documents forming part of the tender documentation.

The Tenderer shall be deemed to have satisfied itself before submitting its tender as to the correctness and sufficiency of its rates and prices.

13. Sub-contracting

When submitting its tender, the Tenderer must notify Wild Trout Trust of any parts of the Works that it proposes to sub-contract. Failure to do so will invalidate any such tender.

Wild Trout Trust's prior written approval must be obtained before any part of the Work is sub-contracted. Wild Trout Trust reserves the right to refuse such approval as its absolute discretion.

An approved sub-contractor must give a direct warranty and undertaking to Wild Trout Trust but the Tenderer will remain primarily liable for carrying out and completing the Works.

14. Award of Contract

Wild Trout Trust expects to award the Contract within 10 working days of accepting a tender but reserves the right to delay awarding the Contract to a later date for any reason.

The successful tender together with Wild Trout Trust's written acceptance shall constitute the contract.

15. Health and Safety

Tenderers will be required to comply with the Health and Safety at Work Act 1974 and all other regulations made under and after the Act, in addition to all other relevant legislation and regulations.

16. Obligations & Accuracy

Tenderers submitting a tender must be familiar with the nature and extent of their obligations if their tender is accepted. Information supplied by Wild Trout Trust in this tender document, and all other sources, is supplied for general guidance for tender preparation. The tenderers must satisfy themselves by their own investigations with regard to accuracy of any such information and no responsibility is accepted by Wild Trout Trust for any inaccurate information obtained by Tenderers.

17. Confidentiality

By submitting a tender, you are committing to an understanding of the requirements of the work and have sufficiently addressed all aspects of the tender. All information you have provided has been checked to be correct and as intended.

All information supplied by Wild Trout Trust in connection with this tender to date, and any further information supplied during the tender process shall be regarded as confidential and must not be shared with any other organisation without written permission of Wild Trout Trust.

18. Canvassing

Tenderers face automatic disqualification if they canvass for the Contract by approaching Wild Trout Trust with a view to gaining more favourable consideration of their Tender.

19. Appendices

Site location and access

Appendix 1 – Design Drawings and Amendments

Appendix 2 - Project Risk & Opportunities Register

Appendix 3 – Design Technical Note (NB pre-dates above amendments)

Appendix 4 – Designer’s Method Statement

Appendix 5 – Designer’s Risk Register

Appendix 6 – Bill of Quantities

Appendix 7 – Flood Risk Activity Permit (FRAP)

Appendix 8 - FRAP Management System