

# Part 2 Specification

**Contract Reference**

**TPL6522**

**Contract Title**

**The Strand Public Realm Works Torquay**

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# A Mandatory Pass / Fail Requirements

## A1 Climate Emergency

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On 24 June 2019, Torbay Council declared a 'Climate Emergency' and are committed to helping to tackle climate change and to become carbon neutral by 2030. We want to ensure the environmental impact of the Council's procurement of goods, services and works is minimised in line with our response to the climate emergency.

A1.1 The Council's expectation is that it's Contractors:

- a) know the impact their organisation has on the environment;
- b) have an environmental policy which embeds a culture of reducing negative environmental impacts within their organisation;
- c) ensure their environmental impact is measured, regularly reported, and overseen at the highest level;
- d) specifically in relation to this Contract are able to outline how carbon emissions will be minimised, with a clear action plan outlining the work to be undertaken focussing on the biggest impacts, with key targets and timelines to the actions to be undertaken, for example:
  - if travel is used, mileage is reduced. For the miles that are unable to be reduced more environmentally friendly ways to travel are used;
  - if buildings are used, environmental building survey(s) have been undertaken and any negative environmental impacts are mitigated / reduced;
  - if purchasing new vehicles low emission alternatives are considered.
- e) work with their supply chain to know the environmental impact of the goods / services they purchase and mitigate / reduce negative impact, where the negative impact is not able to be reduced offset the impact;
- f) work towards their organisation being Carbon Net Zero by 2030.

## A2 Health and Safety

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A2.1 The Construction (Design and Management) Regulations 2015, and all other relevant Health and Safety legislation will apply to this contract.

A2.2 All Contractor staff who undertake work on behalf of the Council are required to fully comply with their legal duties under health, safety, and welfare legislation while at work to ensure the health and safety of themselves and others that may be affected by their acts or omissions.

- A2.3 In recognition of the legal duties imposed upon them all Contractors and those Contractor staff undertaking work on behalf of the Council under this Contract will:
- a) co-operate with the Council's Director Responsible for Health and Safety, Managers, Supervisors, Corporate Health and Safety Department and their own Employer to enable them to comply with their legal duties;
  - b) comply with ALL requirements of the Council's Health and Safety Policies and other rules and procedures in place;
  - c) not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety;
  - d) actively promote a positive health and safety culture;
  - e) only undertake work for which they have been trained and are qualified and competent to undertake;
  - f) where applicable, ensure that risk assessments and method statements relating to their work are presented to the Council's authorised officer, prior to commencement of work, if they are not following the Safe System of Work provided by Torbay Council.
- A2.4 The Council's Health & Safety Policy Statement can be found at Appendix F.
- A2.5 No existing health and safety file is available for this specific project.
- A2.6 If the Pre-Construction Information at section B contains any suggested solutions to specific risks the Principal Contractor is free to choose alternatives provided they can satisfy the client that it will meet Health and Safety requirements.
- A2.7 Tenderers should note that there may be unidentified hazards either on site, in existing structures or which arise during the progress of the works, which will require suitable controls and management procedures.
- A2.8 A Tenderer is not expected to fully develop the Health and Safety Plan until they are appointed as Principal Contractor. They will, however, have to include with their tender return, answers to specific questions, which can be found in Part 5 Mandatory Criteria. This information will be used by the Client to help in his choice of Principal Contractor.

### **A3 Use of Council Branding**

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- A3.1 Torbay Council owns its identity, branding devices and logos, these are protected by law.
- A3.2 The Contractor must agree only to use the Council's visual identity in accordance with the terms set out in the Contract.
- A3.3 The Contractor will be issued a licence number to use the Council's visual identity and use must be only in relation to this Contract, further usage will be subject to separate request and approval.

- A3.4 Permission to use the Council's visual identity does not prevent the Council from revoking that permission at a later point. Any revocation is at the sole and complete discretion of the Council.
- A3.5 The Council's identity is provided 'as is' and must not be altered in any way.

## **B Pre-Construction Information**

This section contains relevant information, such as background conditions and significant hazards associated with the project, to allow tenderers to plan for project-specific health and safety control measures, allocate adequate resources and cost them accurately.

Tenderers must develop the information from the Pre-Construction Information into a Construction Phase Health and Safety Plan, producing safe systems of work through detailed procedures, method statements, working instructions and proposed programme of works - all relevant to the actual construction activities. No construction activities will commence on site until the Construction Phase Plan has been accepted in writing by the Contract Administrator / Project Manager (after acceptance by the Client of the plans content, with advice from the Principal Designer) as being suitable and sufficient to control and manage hazards on this project.

Tenderers should note that there may be unidentified hazards either on site, in existing structures or which arise during the progress of the works, which will require suitable controls and management procedures.

### **B1 Nature of the Project**

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#### **B1.1 Project Location**

The Strand, Torquay, TQ1 2AG

#### **B1.2 Nature of the Works**

The extensive removal of large areas of existing highways and pavement construction and the remodelling of the layout with the fitting and installation of a variety of new materials, fixtures and fittings including new lighting works with the aim of (1) reducing the roadway on the Strand to one lane in each direction, (2) relocating all Strand bus stops to a new bus facility on Cary Parade, (3) limiting taxi provision to one small rank on the north side of the Strand whilst providing smaller ranks nearby, (4) forming a new righthand turn for buses at the lower end of Fleet Street, avoiding buses using the Strand and (5) forming a new signalled right-hand turn only exit from Fleet Walk Multi-Storey Car Park. The Principal Contractor will be working in areas of the public realm which have extensive underground utilities which may be disturbed as part of these project works.

#### **B1.3 Enabling Works**

None noted on this contract other than survey works by the design team members and appointed consultants. A ground penetrating radar survey has been undertaken. Taking into account current fluctuations in worldwide materials supplies and to secure adequate materials for this project, Torbay Council has pre-ordered the specialist paving, kerbing and granite materials required for the scheme.

#### **B1.4 Timescales**

The works are proposed to start on site in February 2023 with completion in February 2024 – all as to be agreed and confirmed with the Contract administrator.

## B1.5 Project Contacts

### **i. Client**

Torbay Council, Torquay Town Hall, TORQUAY, TQ1 3DR  
Contact: Nigel Mills – 07876-841-978 - nigel.mills@tda.uk.net

### **ii. Contract Administrator/Project Manager**

TDA, Tor Hill House, Union Street, TORQUAY, TQ2 5QW  
Contact: Nigel Mills – 07876-841-978 - nigel.mills@tda.uk.net

### **iii. Scheme Designer**

PJA, The Aquarium, King Street, READING, RG1 2AN  
Contact: 0118-956-0909 – reading@pja.co.uk

### **iv. Project Engineer/ Engineering Design Consultant**

TDA, Moose Hall, Barewell Road, TORQUAY, TQ1 4PA  
Contact: Richard Salter – 01803-926396 – richard.salter@tda.uk.net

### **v. Principal Designer**

Property Services, TDA, Tor Hill House, Union Street, TORQUAY, TQ2 5QW  
Contact: Simon Wright – 01803-926406 – simon.wright@tda.uk.net

## B1.6 Health & Safety – General

Please refer to section A2 Health and Safety in Mandatory Pass / Fail Requirements.

## **B2 The Existing Environment**

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### B2.1 General Information

Torquay's Strand and Harbour area's highways and pavements form arterial routes for the movement of vehicles and pedestrians around the lower part of Torquay Town Centre in an area adjacent to the sea and man-made inner and outer harbours. The area has a combination of commercial and residential properties. This area of Torquay is in use by pedestrians and vehicles throughout the day and most of the highways and pedestrian areas are of level or of only slight gradients. Sheltered by the outer and inner harbours, this area can however, be affected by extremely inclement weather including high winds driving in from the sea.

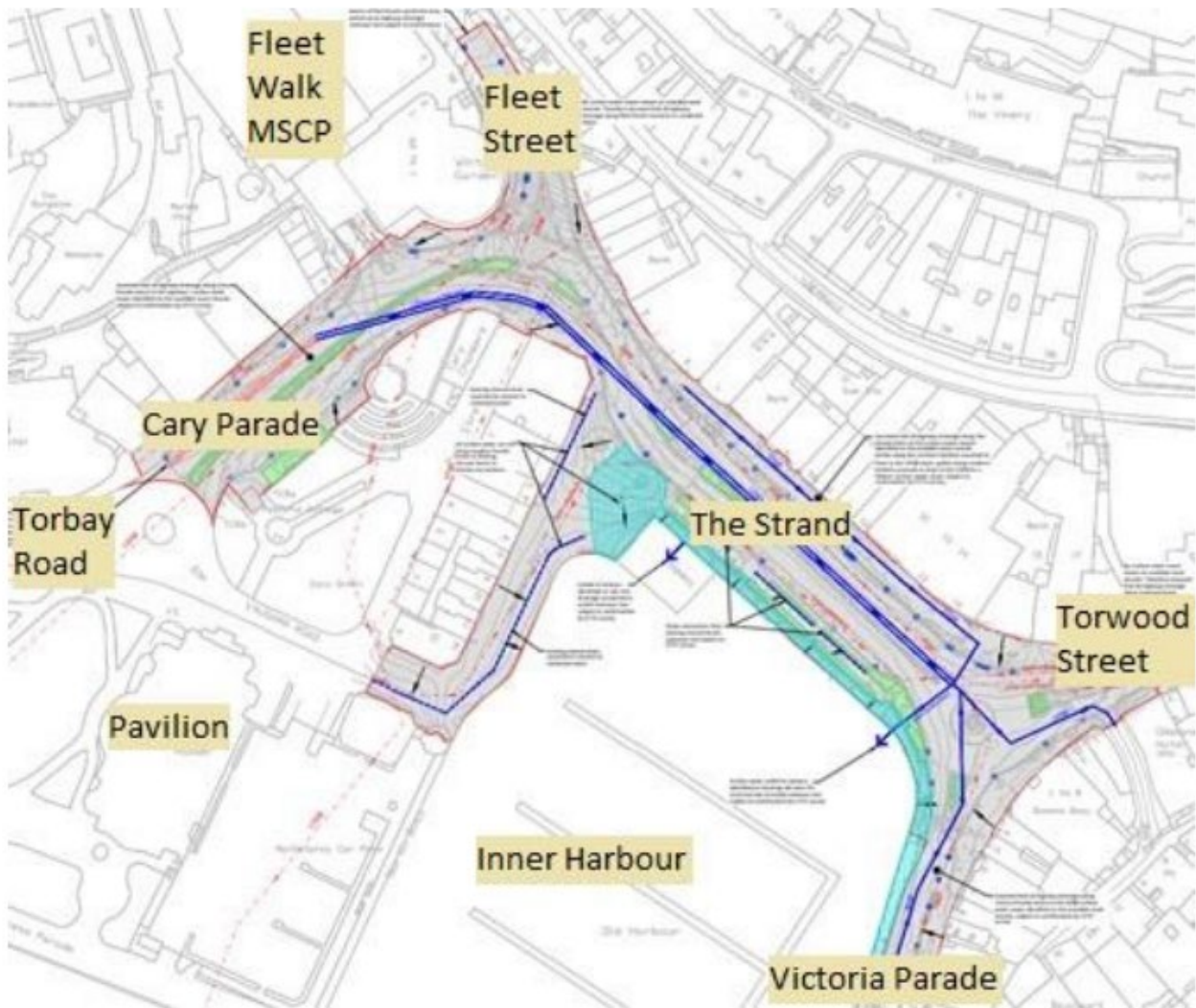


Figure 1 – aerial image of proposed site – The Strand and Harbour area, Torquay

## B2.2 Nature Of Business

The Strand and Harbour areas have a number of residential properties, but the majority of properties are commercial with businesses strongly linked to retail, entertainment and food and drink. The inner and outer harbours are busy with sea-going activities and the roads serving these areas will have a wide variety of vehicles using them ranging from bicycles up to yacht haulage lorries. This area draws large numbers of locals and holidaymakers for leisure, shopping, and general relaxation. A variety of pubs, licenced restaurants and nightclubs give this area a vibrant street life and atmosphere in the evenings and early hours of the morning.

## B2.3 Security

All operatives concerned with this project must restrict their movements and activities to the project works areas, site parking and designated storage areas identified in the tender documents/as agreed with the Contract Administrator. The security of the areas and structures opened up for the works referred to in the tender documentation will remain the sole responsibility of the Principal Contractor during the full course of this contract.



Tenderers should fully consider robust site security and segregation due to this site's location adjacent to the Torquay Harbour area and its entertainment venues increasing the potential risk of anti-social behaviour and attempted illegal access onto site areas by members of the public – either intoxicated or merely unauthorized with a small number of persons potentially becoming confrontational.

#### B2.4 Access And Egress

One lane of the highway through the proposed project works areas shall remain open in each direction at all times with the addition of traffic light system traffic management as required during the project. Any temporary road closures shall only be permitted with the prior consideration and pre-agreement of the Contract Administrator/Project Engineer. All delivery and removal vehicles shall be given adequate prior warning of the nature of this site's width and weight restrictions, neighbouring areas, and associated parking restrictions. Safe access and egress to this site must consider neighbouring commercial and residential properties, all of which may restrict access for large delivery or removal vehicles. Close liaison and cooperation between the Principal Contractor and neighbouring commercial and residential properties may be required if large vehicles are used to access the site.

The number of pedestrians circulating around the harbour area shall be considered for project activities and the setting up of materials stores areas (if required) and transit between. An acceptable safe system of work for vehicular movements must be developed incorporating the use of at least one banksman.

#### B2.5 Deliveries And Removals

The delivery and removal of all materials must be completely supervised ensuring that a competent person is available to carry out all necessary duties i.e. watching site entry and egress, and to carry a warning siren / bell which should be clearly audible should there be any possibility of an accident. The accepted usual site working hours are between 7.30 am and 6.00pm (other times by agreement with the Contract Administrator).

#### B2.6 Vehicle Parking

It is envisaged that an adequate off-road area will be available for parking spaces for contractor's vehicles. Free and chargeable on-road parking is available, but care must be exercised to avoid any obstructions, disturbance or nuisance to local passing traffic and commercial residential interests. Chargeable car parks are also available nearby – Fleet Walk Multi-Storey Car Park and The Pavilion.

#### B2.7 Statutory Undertakers

The supply of details of the existing utilities (gas, electricity, water, telecom, etc.) on the site is clarified within the tender documentation, but the Principal Contractor shall undertake to use suitable scanning equipment and industry-standard surveying techniques to check on underground services located in the proposed area of the project works areas as required, and before commencing works establish confirmations of the locations of all pipes, ducts and cables, liaising with the relevant statutory undertakers.

## B3 Available Drawings

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### B3.1 PJA Drawings:

- 3235A-PJA-HDG-TQY-DR-C-001 Indicative Existing Drainage Layout
- 3235A-PJA-HDG-TQY-DR-C-002 Proposed Drainage Strategy 1 of 2
- 3235A-PJA-HDG-TQY-DR-C-003 Proposed Drainage Strategy 2 of 2
- 3235A-PJA-HGN-TQY-DR-C-001 Proposed Urban Realm General Arrangement
- 3235A-PJA-HGN-TQY-DR-C-002 Proposed Urban Realm Geometric Design 1 of 2
- 3235A-PJA-HGN-TQY-DR-C-003 Proposed Urban Realm Geometric Design 2 of 2
- 3235A-PJA-HGN-TQY-DR-C-004 Proposed Urban Realm Vehicle Swept Path Analysis 1 of 2
- 3235A-PJA-HGN-TQY-DR-C-005 Proposed Urban Realm Vehicle Swept Path Analysis 2 of 2
- 3235A-PJA-HGN-TQY-DR-C-006 Proposed Urban Realm Proposed Finished Contours 1 of 2
- 3235A-PJA-HGN-TQY-DR-C-007 Proposed Urban Realm Proposed Finished Contours 2 of 2
- 3235A-PJA-HGN-TQY-DR-C-008 Proposed Urban Realm Proposed Isopachytes 1 of 2
- 3235A-PJA-HGN-TQY-DR-C-009 Proposed Urban Realm Proposed Isopachytes 2 of 2
- 3235A-PJA-HGN-TQY-DR-C-010 Long Sections 1 of 3
- 3235A-PJA-HGN-TQY-DR-C-011 Long Sections 2 of 3
- 3235A-PJA-HGN-TQY-DR-C-012 Long Sections 3 of 3
- 3235A-PJA-HGN-TQY-DR-C-013 Cross Sections Main Line 1 of 4
- 3235A-PJA-HGN-TQY-DR-C-014 Cross Sections Main Line 2 of 4
- 3235A-PJA-HGN-TQY-DR-C-015 Cross Sections Main Line 3 of 4
- 3235A-PJA-HGN-TQY-DR-C-016 Cross Sections Victoria Parade and Vaughan Parade 4 of 4
- 3235A-PJA-HKF-TQY-DR-C-001 Proposed Urban Realm Proposed Footway Paving Details
- 3235A-PJA-HPV-TQY-DR-C-001 Proposed Urban Realm Proposed Carriageway Paving Layout 1 of 2
- 3235A-PJA-HPV-TQY-DR-C-002 Proposed Urban Realm Proposed Carriageway Paving Layout 2 of 2
- 3235A-PJA-HPV-TQY-DR-C-003 Proposed Urban Realm Proposed Carriageway Paving Details
- 3235A-PJA-HSN-TQY-DR-C-001 Proposed Urban Realm Proposed Road Marking & Signage
- 3235A-PJA-HSN-TQY-DR-C-002 Proposed Urban Realm Proposed Sign Face Details

Refer to the tender documentation for the full list of tender status drawings.

## **B4 Design / Construction Information**

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Tenderers shall detail how they intend to control the following hazard areas:

### **B4.1 General Considerations**

Construction activities on a site which is open to the general public requires a high standard of public protection and full consideration must be given to the cross-section of the general public who may come to harm. Members of the public, especially children, have a reduced perception and understanding of the hazards and associated risks present on a construction site when compared to an adult. Dangerous aspects of construction activities may be deemed to be an allurements to young persons (e.g. structural elements, stockpiled building materials, etc.) and site security, safety and warning signage must be rigorously maintained.

Wherever possible, activities which present higher than normal risks to the general public should be undertaken outside of busy periods. It is important to liaise closely with the Contract Administrator throughout the project works, to let them know what the programme of works is and what risks are associated with construction work.

This area of Torquay has a minor history of trespass, attempted illegal entry to buildings, associated vandalism and vehicular nuisance. The Principal Contractor, being in control of the project site area including access and egress routes, shall make every reasonably practicable effort to prevent unauthorized access to the site. On site hazards (e.g. masonry, concrete, etc.) shall also be considered and controlled for the protection of authorized and unauthorized persons.

### **B4.2 Access / Egress**

Site vehicles, plant and deliveries may unintentionally collide with persons and vehicles accessing/passing this site, and subsequently block the site entrance to other site vehicles and emergency vehicles. Special consideration shall be given to the manoeuvring of large vehicles - delivery and removal vehicles shall approach and access the site under the strict supervision of the Principal Contractor, employing industry standard safe systems of work for delivery, offloading, removal and exit from the site.

### **B4.3 Safety Signs, Signals And Lighting**

Confusion over access and egress entrances / routes may occur for any person on, adjacent to or passing by the site work areas; the supply and fixing of suitable and sufficient warning signs and signals must be addressed in conjunction with the tender documentation. Suitable highways-industry standard works directional and segregation signage and traffic management equipment should be fixed in a clear position to control and identify the site and deter unauthorized access to the site in conjunction with adequate construction-site hazard warning signs. Suitable and sufficient lighting equipment to maintain safe lighting levels in and around the site (both supplementary and emergency), in conjunction with suitable hazard warning lights shall be provided.

### **B4.4 Emergency Contingencies**

Consideration of actions in the event of an emergency; liaison with the Contract Administrator concerning the development, review and updating of the existing emergency evacuation procedures and routes; procedures for contacting emergency services;

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directing emergency services to point of accident/hazard; temporary emergency exits and routes; the provision of adequate first aid equipment and competent first aiders.

#### B4.5 Site Security And Segregation

Areas of the Strand, harbour circulation areas and highways shall be restricted/segregated from public access during the proposed construction works however the road is open to public access for members of the public. The appointed Principal Contractor shall attend a coordination pre-start meeting to explain, coordinate and agree their safe access, egress and site segregation methods and procedures for the agreement of the Contract Administrator. Robust segregation shall be erected and maintained preventing unauthorised access to the construction site areas. All such segregation shall have adequate industry standard warning signage robustly fixed in suitable locations – being refixed replaced as required through the course of the project works.

Unauthorized persons accessing the site - there is a potential for accidental access, trespass and minor vandalism to any unsecured stores and plant. The segregation and safe storage of any flammable and toxic substances used on this on this site – away from public areas, and a safe distance from all boundaries shall be a priority. The security of the proposed construction works areas of both sites will be the sole responsibility of the Principal Contractor during the course of the works.

Due to the potential risk of anti-social behaviour by antagonistic members of the public, the Principal Contractor shall avoid leaving loose items and materials on site works and materials storage areas to avoid them being used as missiles, notably by intoxicated persons in the evening period running through into early mornings.

If sections of the works areas are completed as part of an agreed phased handover the Principal Contractor shall ensure that all installations, detailing and snagging works are fully complete and accepted by the Contract Administrator prior to the removal of site segregation and the use of such areas by members of the public. Revised lines of site segregation shall, as previously, then be re-established to provide robust site segregation to the remaining active site areas.

#### B4.6 Waste Removal / Skips

The safe removal of waste from site - the use of skips is not desirable due to unwanted fly-tipping into skips; loose debris falling from skips and unauthorized persons gaining access to them to use loose items as missiles. Good onsite housekeeping practice will be required to ensure that all site and adjacent public areas are neat and tidy to reduce the risk of slips, trips and falls by site workers and the general public. Stockpiles of demolished or excavated materials must be controlled and held on site at their minimum levels and removed expediently, ideally on a daily basis to remove the risk issue linked to loose items being used as missiles. The safe access and egress from site for all vehicle movements up to and onto site should be considered and planned.

#### B4.7 Noise, Dust And Other Site Contaminants

These are significant problems which will need to be considered and controlled throughout the duration of the project due to the nature of the site being located on an area open to the general public circulating and passing the Strand and Harbour areas, numerous pavement café outside eating and drinking areas and neighbouring residential and

commercial properties. The Principal Contractor shall not undertake localised cutting operations or activities producing dust in open areas clearly occupied by members of the public.

All cutting of materials and the mixing of mortar is to be carried out off site with only cutting to in-situ elements being undertaken on site.

The Principal Contractor shall consider and liaise with the Contract Administrator to avoid undertaking extremely noisy works if they may disrupt the neighbouring/nearby properties. The production of excessive levels of noise, waste, dust, and other site contaminants should be considered, the use of dust suppression equipment, shrouding, noise attenuation and specific working methods, extra manpower for clean-up procedures on adjacent areas shall also be considered.

Consideration of the weather conditions and notably strength and direction of wind shall be taken into account when planning works activities to prevent or notably reduce or control the drifting of dust or similar generated by project works activities.

#### B4.8 Manual Handling

The safe manual handling of heavy objects on this project (e.g. cement bags, granite paving slabs, etc.) must be considered in conjunction with the use of appropriate mechanical handling aids when moving awkward objects and heavy objects weighing in excess of 20 kg.

#### B4.9 Cutting Activities

The project works include a notable amount of masonry/concrete cutting activities as part of the proposed scheme design. Where possible, cutting activities will be designed, managed, and supervised by persons with relevant experience and competency in these works activities and undertaken away from the site works areas to reduce the risk of dust and masonry/concrete particles migration towards members of the public.

Consideration shall be given to the site's proximity to the inner harbour area which berths a number of boats – some of which may have a proprietary marine gel surface coating on them – if hot or sharp particles fall onto the gel coating they may blister and scar the boat's surface. If affected and shown to be as a result of this project's work activities, the cost of the re-surfacing of the affected boat(s) shall be borne by the Principal Contractor. This is only likely in high winds which may draw dust and masonry/concrete particles towards the boats.

Excessive amounts of (non-damaging) dust falling onto the boats and other various surfaces outside the works areas may require additional cleaning at the Principal Contractor's expense.

#### B4.10 Weather Conditions

At certain periods of the year, the harbour area of Torquay can at times experience and be subjected to extreme and severe weather conditions. In general, the harbour has the potential to be impacted by sand, stones, rocks, and loose debris thrown up from the sea during rough and windy weather but due to the location of the works areas and the protection of the harbours walls this risk issue is not considered to be notable. A risk of the localised flooding of the proposed project works areas exists as a result of the potential

over topping of the harbour wall during extreme weather conditions. Competent persons shall therefore assess and monitor the weather conditions during extreme conditions to ensure the safety of site workers, vehicles, etc.

The Principal Contractor should also take into account that during periods of extremely heavy rainfall, the Fleet Walk sewer system may become overloaded and discharge out onto the highway.

#### B4.11 Hazardous Substances

Breathing in fumes, vapours, dusts; direct contact with skin or eyes; swallowing or eating contaminated material; inadequate identification of all hazardous substances on site. Adequate risk control measures for the safe removal of any hazardous substances during this contract (e.g. solvents). Areas disturbed during the works may be live or contain hazardous materials or substances, existing drainage runs may contain toxic substances requiring purging prior to entry or working on by site workers. Suitable techniques/procedures for preventing hazardous substances drifting across to areas used by the general public must be developed.

#### B4.12 Asbestos

Asbestos is a potential hazard in most buildings and structures built prior to 1999. The existing highway and associated masonry wall and concrete structures being worked on are all of traditional materials not deemed to include asbestos-containing materials.

#### B4.13 Excavations

All excavations shall be planned, supervised, and regularly assessed (start, during and at shift end) by competent persons with all suitable stabilisation and bracing installed prior to entry by workers. All excavations shall be robustly segregated, signed, and lit as required to prevent persons from falling into them – both authorised and non-authorised persons entering the site. Excavations to be checked for pooling, collecting or rising water.

All manhole covers to be replaced as soon as possible or robustly covered and signed to prevent falls into.

#### B4.14 Maintenance

Safe methods for future maintenance of any of the installations/construction and ultimate demolition/removal from site should be considered, explained, and provided.

## **B5 Construction Materials**

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- B5.1 Potential hazardous materials which require risk controls:
- i. Dust.
  - ii. Concrete, cement, mortar, and admixtures – working with cementitious materials with the potential to cause occupational dermatitis, skin disease, caustic burns, eye irritation.

## **B6 Site-Wide Elements**

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- B6.1 The site areas can be accessed via Torbay Road, Fleet Street, Torwood Street and Victoria Parade.
- B6.2 Site security is addressed within the tender documentation.
- B6.3 Materials storage, delivery and unloading areas will be agreed with the Contract Administrator prior to commencement.
- B6.4 Unobstructed access along the associated highway and driveways will be required at all times, excepting pre-agreed temporary road closures.
- B6.5 The potential use of any existing / established power and water supply which may be available within the site works area is addressed within the tender documentation. The Principal Contractor will provide all required welfare.
- B6.6 Site construction works areas will be segregated, barriered and adequately signed to prevent unauthorized access, while maintaining clearly segregated pedestrian and traffic routes, and public rights of way.
- B6.7 Welfare facilities are to be provided from the commencement of contract to accommodate the requirements of the maximum number of persons to be employed on the project.

## **B7 Overlap With Client's Undertaking**

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- B7.1 All commercial and residential properties will remain in full occupation and use with full access required to be maintained to owners, visitors, and emergency services. The Contract Administrator will confirm if this arrangement changes and will require early notification of any requirement to temporarily block access to any property.

- B7.2 Specific provision must be made for the protection of the general public, local residents and all persons visiting and passing this site.
- B7.3 Restrictions on working hours for the construction works are addressed within the tender documentation.
- B7.4 Noise levels must be kept to a reasonably low level – radios are not allowed on this project.

## **B8 Site Rules**

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- B8.1 Tenderers must provide details of their own specific site rules for:
- i. Induction procedure
  - ii. Worker training
  - iii. Management of sub-contractors
  - iv. Site security (including all site plant) / parking arrangements
  - v. On site permit-to-work / badging / PPE
  - vi. Levels of noise
  - vii. Delivery arrangements / vehicles movement / banks persons
  - viii. First aid arrangements / emergency procedures
  - ix. Accident / near-miss reporting
  - x. Manual handling

## **B9 Continuing Liaison**

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Continuing liaison between parties will be maintained in a number of ways:

- B9.1 The Principal Contractor must submit his proposed construction method statement(s) and associated risk assessments to the Contract Administrator and Principal Designer.
- B9.2 The Principal Contractor must submit substantial changes arising from unforeseen eventualities during project execution to the Contract Administrator and Principal Designer for consideration and agreement in sufficient time to allow adequate consultation prior to the execution of the affected works.
- B9.3 The Principal Contractor must submit to the Principal Designer appropriate information for inclusion in the Health and Safety File (notable remaining services and residual risk issues).
- B9.4 The Principal Contractor must provide the Contract Administrator and Principal Designer with copies of records setting out the nature and location of any services which are live or contain any hazardous materials or substances, prior to agreement on a course of action.



## **B10 Health and Safety File**

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- i. A brief description of the project works.
- ii. Copies of planning consent/approvals for the project.
- iii. Information and as-built drawings of the constructed areas including any plant, equipment, and associated installations
- iv. Project works specification.
- v. The nature, location and marking of significant services (this will be a mixture of the existing known data plus marked-up plan(s) showing what you may have found which was not marked on plans or was marked incorrectly)
- vi. Residual hazards (if any) and how they have been dealt with (e.g. information on hidden services on this project – marked-up plans plus text explaining what was exposed/discovered plus anything else you recorded).
- vii. Key structural principles used in the design of the constructed works.
- viii. Any hazards associated with the materials used (e.g. the surface treatments, coatings, preservatives, solvents – plus a list of all of the products that will be required for basic repair and maintenance activities on the equipment plus their COSHH sheets).
- ix. Information regarding the removal, dismantling and/or demolition of the constructed works plus any associated installed equipment and plant (this may be in the installations' O&M manuals but refer to where it is noted).
- x. Health and safety information about the equipment and methods required for cleaning or maintenance.
- xi. Copies of all guarantees/warrantees.
- xii. Contact information (names, postal addresses, telephone, e-mail addresses) of all suppliers/installers etc. who worked on the project.

# **C Works Information**

## **C1 Heading**

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Please refer to the following appendices:

- Appendix K1 Works Information (Part 1 – Contents)
- Appendix K2 Works Information (Part 2A – Drawings)
- Appendix K3 Works Information (Part 2B – Drawings)
- Appendix K4 Works Information (Part 2C – Drawings)
- Appendix K5 Works Information (Part 2D – Drawings)
- Appendix K6 Works Information (Part 2E – Drawings)
- Appendix K7 Works Information (Part 3 – Standard Details)
- Appendix K9 Works Information (Part 5 – Specification)
- Appendix K10 Works Information (Part 6 – Traffic Signals)

## **C2 Further Services Offered**

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The Applicant will be expected to suggest as part of its response to the Evaluation Questions any additional products or services that they may be able to offer as part of this Contract or any other added value that their offer might be able to bring to the Authority. Applicants are expected to build any such offers into their submissions regardless of whether specific questions are asked along these lines or not.

## D Social Value

### D1 Our Commitment

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- D1.1 The Council is committed to its responsibilities under The Public Services (Social Value) Act 2012. Therefore the Council is seeking Participants who will add value to the Agreement by providing additional community benefits (above the services described within this specification).
- D1.2 The Council is committed to a performance and evidence based approach to Social Value.

### D2 Our Priorities

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- D2.1 We are seeking submissions that support our local priorities.
- D2.2 The Council's mission is to be a Council that supports, enables, and empowers its residents, communities, and partnerships.
- D2.3 The Council's ambition and priorities for Torbay and its residents to thrive are outlined in the Community and Corporate Plan 2019 -2023:  
<https://www.torbay.gov.uk/council/policies/corporate/corporate-plan/>
- D2.4 We are looking for Applicants to make submissions in relation to Social Value that support the collective delivery of this plan in Torbay.
- D2.5 In evaluating Social Value offers we are looking for bidders who wish to contribute and join us as partners in delivering the ambitions for Torbay and its residents. All responses are expected to demonstrate what and how they will contribute to the delivery of this plan in Torbay.

### D3 Torbay TOMs Framework

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- D3.1 As part of our commitment to a performance and evidence-based approach to Social Value we have utilised the National TOMs (Themes, Outcomes & Measures) Framework developed by the Social Value Portal and endorsed by the Local Government Association (LGA).
- D3.2 The TOM's Framework for Social Value provides a measurement standard to support better and wider implementation of the Social Value Act. It provides a way to assess additional contributions that a project will make to society. It also enables us to embed local priorities and signpost Applicants to the areas of greatest need in our community where their actions will be of most value.
- D3.3 To support Applicants in their responses we have aligned the National Theme and Outcome measures (TOM's) with the priorities set out in our Community and Corporate plan – The Torbay TOMs Framework (See Appendix H).
- D3.4 Applicants are free to choose those measures that are proportional and relevant to their business and this specific Contract.

**Please Note:** a key success factor for Applicants will be to demonstrate the ability to deliver against the commitments made.

- D3.5 By submitting a Social Value indicator the Applicant is committing to the delivery of this throughout the term of the Agreement and will be monitored against achievement of outcomes as part of the routine outcomes/contract monitoring process.
- D3.6 The Council recognises that measuring and delivering Social Value requires flexibility and a collaborative approach. Agreed Social Value commitments may require a certain amount of refinement as a result. A key requirement is the willingness of the successful Applicant to work openly and transparently with the Council, whilst bearing in mind that the overall value of Social Value commitments made must be delivered by the successful Applicant.

## **D4 Additional Information**

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Further information on the Council's approach to Social Value and resources to support you in your submission are available to bidders in Part 7 Social Value Requirement, Appendix G Do's and Don'ts for Social Value Bids, Appendix H The Torbay TOMs Framework and at:

<https://socialvalueportal.force.com/s/supplierregistration?svpprojectid=8e0-0000-1GIN7>

## **E Scope and Nature of Possible Modifications or Options**

- E1.1 Changes to the Contract shall be made only where such a Change is
- (a) permitted by the Public Contracts Regulations 2015, Regulation 72(1)(b) to (f); or
  - (b) is in accordance with the permitted changes set out in Appendix 5 Change Control Procedures of the Pre-Construction Agreement; or
  - (c) is in accordance with the permitted changes set out in the Change Control Schedule of the Contract.