AIMED

**Climate Adaptation Scilly**

ANNEX B - SPECIFICATION

Construction of Coastal Defence Works and Supply of Materials



February 2022

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* **Background**
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Council of the Isles of Scilly (the Authority) has received limited funding from the European Regional Development Fund and the Environment Agency to complete a range of climate change adaptation works. This tender includes physical works for coastal defences on four islands, including modification of existing coastal protection works, installation of various structures and renourishment of existing sand dunes and coastal gravel embankments to reduce the impact of coastal erosion and wave overtopping.

**Note that the funding available is limited, and the Authority does not guarantee that all or any of the proposed works will be commissioned from Tenderers, because funding available may be inadequate to afford the prices quoted. However, the Authority has been successful in securing additional funds since its last approach to the market and is currently seeking to vary its funding to provide sufficient budget to cover all the works. The Authority has received a Quantity Estimate for the works, by site. The Authority has been taking a Value Engineering approach to the project and expects that Tenderers and any successful Contractor will continue this approach. The Authority will not form a contract for these works until approval has been given by Council.**

The Isles of Scilly are one of the most vulnerable areas of the Less Developed Area of the UK to the impacts of climate change, rising sea level, inundation and coastal erosion and loss. The Islands bear the brunt of Atlantic storms and storm surges and the low-lying nature of the Islands makes them intensely vulnerable. This is made worse as much of the island’s housing stock, water resources, commercial property are actually below sea level or on narrow very low-lying isthmuses.

The works to be undertaken by the successful Tenderer will be on the islands of St Mary’s, St Agnes, Bryher and St Martin’s. The work packages for this tender are split into three work streams:

**WS1**: Supply of materials necessary for the works on all islands

**WS2**: Works on the island of St Mary’s, at the beaches of Porthloo, Porth Mellon and Porth Hellick

**WS3**: Works at various sites on the off-islands of St Agnes, Bryher and St Martin’s

Work package WS1 will need to be completed for each island prior to works starting at the sites on that island.

For the purposes of project funding the Authority requires that WS2 works on St Mary’s will start first and **must be finished and the costs defrayed by 31 May 2023**. Any works completed on St Mary’s after this date will not be reimbursed, since funding will no longer be available after that date. Licences for St Mary’s work are mostly available, but MMO licences are not yet available (February 2022).

The WS3 works on the off-islands **must be completed by the end of February 2024**. Licences for works on the off-islands are expected to be obtained in the period March 2022-November 2022. The key licence constraint will be obtaining MMO licences for works below mean high water springs, particularly on Bryher. This means limited works may be feasible on the off-islands prior to the MMO licence being granted.

Tenderers can propose any sequence of works for any and all sites, consistent with these two constraints, and any further constraints on working periods.

Tenderers can propose to work simultaneously on as many sites on as many islands as they can support effectively.

To reiterate: Tenderers must assess carefully how they propose to sequence the works at the various sites on the various islands in order to meet the timeframes set in this specification. The Authority will accept proposals to complete work at sites in any sequence, including proposals to execute works simultaneously, but the construction schedules must accommodate the constraints laid out in ‘Constraints’ below, particularly the availability of Planning Permission and other licences, and constraints caused by ecological and other considerations.

**WS1: Material supply**

Rock armour, gravel, sand and other materials are required in large volumes for most of the coastal defence works. Although the designs for each site include the re-use of material already on site where feasible, additional materials will be required. Sufficient materials necessary to complete the works must be sourced and supplied to a forward point on each island, from which they can be moved to the working site as required.

Specifications are provided in the tender documents for the rock sizes to be used. However, feedback received during the first round of tendering from contractors experienced in working on the Isles of Scilly suggests that the rock specified may be one grade size too ‘light’. Discussion with various contractors has established that volumes at larger rock grades could be supplied at a similar price to the smaller grades currently specified, because fewer individual rocks are needed in a coarser packing arrangement in each revetment. Tenderers are requested to note by what quantum their material prices would vary if rock grades were increased by one size (eg, from 1-3 tonnes to 3-5 tonnes).

The Authority is open to various methods being used for sourcing materials, transporting material supplies, storing material supplies and placing materials. However, there are physical, environmental and other Constraints that must be considered by Tenderers in the methods they propose, laid out in ‘Constraints’ below and which will be included in the planning permission and various licences that will be obtained for the works.

The rock armour, sand and other materials necessary used by the Contractor to undertake the works must come from sources that closely match the type of granite rock, gravel and sand already present on the islands. This should include sources on the Isles of Scilly or in Cornwall. The Authority must approve any material types and sources proposed by the Contractor prior to their procurement or use. The Authority strongly encourages Tenderers to discuss with it the source of the materials they propose to use **BEFORE** they submit tenders, to reduce the risk that material sources will be deemed unacceptable by the Authority during execution of the works. All costs associated with sourcing suitable materials are to be included in the price for the works. All materials must meet the design specifications for those materials.

The Authority knows of rock armour and gravel at various sites on the islands (Table 1, see attached Google Earth ‘Possible rock sources.kml’ file) potentially available for re-use in the coastal works. The Authority encourages Tenderers to re-use this material where feasible. It expects re-use of these materials will reduce the cost of importing materials from the mainland to the islands; will provide a source of rock that is most similar to existing Scillonian rock; and will reduce the impacts of transporting rock from the mainland.

Any rock or gravel already on the Isles of Scilly that a Tenderer proposes to reuse may need to be broken to meet the specifications for rock armour provided in these tender documents, or re-crushed to meet the specifications for gravel gap size. In particular, specifications for the shape, number of sharp faces and size requirements must be met if this rock is to be re-used. Note that the specifications for facing rock in rock armour are more specific than the specifications for core rock in rock armour.

Tenderers must satisfy themselves that the rock/gravel sources identified in the table below are suitable for re-use (i.e., that they meet the rock/gravel specifications for this work or can be modified to meet those specifications), can be recovered from their current sites site satisfactorily and transported from those locations to the working sites.

**Table 1: Sources of potential rock and gravel for re-use on the Isles of Scilly**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Site** | **Type** | **Estimated volume (m3)** | **Tenant/Owner** | **Notes** |
| Popplestones  (Bryher) | Rock | 1,000 | Duchy of Cornwall | Existing 1994 protection works |
| Great Porth (Bryher) | Rock | 200 | Duchy of Cornwall | From informal works, placed on existing coastal defences |
| Longstone  (St Mary’s) | Rock | 300 | Justin King | Requires cleaning of other materials, including vegetation |
| Andrew May’s farm | Rock | 30 | Andrew May | Requires cleaning of other materials, including vegetation |
| Airport  (St Mary’s) | Rock | 15 | Council | Requires cleaning of other materials. From runway extension works |
| Carn Thomas (St Mary's) | Rock | 10 | Council | Emplaced on the gravel (below) |
| Carn Thomas  (St Mary’s) | Gravel | 80 | Council | Crushed concrete and granite emplaced on a hillside |
| Stoneyard  (St Mary’s) | Rock | 500 | Council | Requires cleaning of other materials. |
| Ben Edwards’ farm | Rock | 50-100 | Ben Edwards | Some access difficult – between trees. Requires cleaning of other materials. |

If the successful Tenderer intends to use rock/gravel from these sites, the Authority will enter into an agreement with the Duchy of Cornwall on behalf of the Contractor for the recovery and re-use of those materials. The cost of materials supplied under that agreement will be borne by the Contractor. The Duchy of Cornwall has indicated that the rock present on the off-islands will attract no licence fees to the Duchy, but a licence fee for the rock on St Mary’s must be established by the tenderer with the Duchy of Cornwall.

Most sites with rock/gravel are tenanted, including by the Council of the Isles of Scilly. The tenants may require particular conditions of access to be met or may require payment for access. These arrangements should be made by the Contractor directly with those individuals or organisations. Any payments required by the tenants for access to rock will be made by the Contractor.

In some cases, the rock/gravel is covered with soil, with vegetation and/or other materials. These will need cleaning from the rock/gravel at the Contractor’s cost prior to its use in the coastal environment. At the Stoneyard site a Japanese Knotweed infestation is being managed by the Council of the Isles of Scilly. This affects which parts of the site may be used by people and vehicles but does not affect the rock piles themselves. Council of the Isles of Scilly will manage the phytosanitary security of the site to reduce the risk of Knotweed spreading.

Any rock or gravel sources proposed to be re-used may require appropriate waste permitting from the Environment Agency to be moved. If the Contractor proposes to re-use island-based materials, it must apply for and receive these permits at its own cost before the materials are used.

A quantity survey of the material required for completion of the works on St Mary’s and the off-islands, and the specific works required at each site has been completed. This includes estimation of the volumes of rock, gravel, sand and other materials required to complete the works and estimation of the volume of rock suitable for rock armour work known to the Authority already available on the islands (as outlined above). At each site the volume of material required to be dug, moved and emplaced is also provided. Tenderers must satisfy themselves that these estimates are sufficient to construct the designs as provided. Any variance between the designs and the quantity estimates not already highlighted by the Authority must be identified in Tenderers’ submissions.

The quantities of materials required for all works are known precisely and are provided as Schedule 5 to Annex B. Tenderers should use the quantities in Schedule 5 of Annex B as a starting point for the estimation of the costs associated with the materials for the project, and the likely cost of works to remove and emplace materials.

The estimated volumes of aggregate materials required is summarised in Annex E2 (an Excel spreadsheet). Annex E2 contains estimates of the volumes of materials required, materials already on site and materials likely to be available on the Isles of Scilly for the works. Tenderers must satisfy themselves that this summary is accurate using the designs and the quantity survey estimates. They must also make their own enquiries about rock available on the Isles of Scilly (see Table 1 above) before tendering.

On the islands of St Agnes and Bryher ‘spare’ materials will be supplied and placed by the Contractor in long-term storage for later use in repairing damaged or degrading coastal defence works. This includes rock and crushed fine granite gravel on St Agnes and crushed fine granite gravel on Bryher. The volumes required are outlined in Annex E2. The storage locations will be arranged by and paid for by the Authority.

The ‘spare’ materials include rock which must be of 0.3 to 1 tonne grade. It will be stored in the open in stacks.

The ‘spare’ crushed granite must have a grain size distribution of 2 mm to 5 mm diameter. The crushed granite gravel must be delivered in 1 m3 bags, which will be stored behind hedges. The storage bags used must be resistant to degradation by exposure to the sun and weather. The bags will be replaced (by others under a separate contract) in the future, as required, to avoid contents being spilled from damaged bags. Tenderers are encouraged to suggest cost-effective alternative solutions for long-term crushed granite storage, if they can identify them.

Tenderers must provide rates for delivery of rocks, gravel, sand and other aggregate materials to St Mary’s and to each of the off-islands by completing Annex E1 (for material lump sum prices) and Annex E2 (for material price rates) in their response. For avoidance of doubt, the rates used in Annex E1 must be used to calculate the lump sum prices in Annex E2. Inability to provide firm prices for delivery will result in the Tenderer’s submission being scored lower.

The construction compounds are known for the St Mary’s sites at Porth Hellick, Porthloo and Porth Mellon. These locations are as outlined below. The construction compounds for the off-islands are not yet confirmed, but are expected to be as outlined below. No construction compound is likely to be necessary for St Martin’s because the work does not involve substantial volumes of materials.

Construction materials on St Mary’s can be delivered to the beaches at Porthloo and Porth Mellon. As noted elsewhere, at Porth Hellick construction materials may need to be transported by road.

Tenderers must be able to demonstrate, on request, that their preferred delivery vessels are crewed by suitably experienced and qualified officers as outlined in <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/436503/MSN1856.pdf> for the appropriate vessel tonnage and area of operation.

**WS2: St Mary’s Works**

A full design specification for the works proposed on St Mary’s has been completed and is provided as part of the RFT documents. Planning Permission and other necessary licences have been sought by the Authority from the Local Planning Authority of the Council of the Isles of Scilly for these works. It is expected that Planning Permission, Marine Management Organisation licences, Site for Special Scientific Interest consents, Water Framework Directive licences and other licences for the St Mary’s works will be available in December 2021, but this is not guaranteed.

**WS3: Off-islands Works**

A contract has been let separately for detailed design of the works on St Agnes, Bryher and St Martin’s. The full detailed design and works specifications for these islands is expected to be delivered at the end of February 2022. Draft detailed designs for these works are being provided by the consultant on an ongoing basis. Current versions of the draft designs are provided in the initial Request for Tenders and any updates will be provided to potential Tenderers as they become available, until 5 working days before the closing date – i.e., on 5 April 2022

The current draft designs indicate at all sites the length and absolute height to which works such as rock armouring and sand/gravel renourishment of dunes should be constructed. There may be minor revisions to these volumes when the designs are finalised. The quantity estimates provided in Annex B, Schedule 5 are for the draft designs as they stood at 21 December 2021. A Bill of Quantities for the final designs may be available during the period of the tender and a clarification will be issued should they become available.

An Environmental Impact Assessment of the proposed works on the off-islands is likely to be finished in the first week of March 2022. Subsequently an application for Planning Permission will be submitted for the works on the off-islands. Planning Permission and other licences are not expected to be granted for the off-islands works until November 2022. The key licence for some sites will be Marine Management Organisation (MMO) licences, which take the longest to obtain.

# SPECIFICATION OF SERVICES

## Introduction

This procurement process is an opportunity to bid for the supply of materials for coastal defence works and for the installation of various types of coastal defences, including rock armour, dune/gravel embankment renourishment and a beach access slip.

A summary of the proposed works on the various islands is given in Table 2. It is important to reiterate that not all of the works on all the islands may be constructed, since the budget for the project is limited. If the cost of material supply and works installation is greater than anticipated when tenders are received in response to this specification, some works may be removed to meet the budget. Alternatively, if the cost of works installation is less than anticipated, additional works may be included with the scope of the project.

**Table 2: Summary of works**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Island** | **Site & Work Packages** | **Aim** | **Issue** | **Works [Draft version on off-islands]** |
| St Mary’s | Porth Hellick  DS1, S1A, S1B, S1C & S1D | Protect Porth Hellick Pool and wetlands from overtopping | Sand dunes need raising and protecting | Renourishing 100 m length of dunes with about 233 m3 of granite sand. Install 22 m x 3.6 m vehicle slipway, access track, and 12 m pedestrian access ramp |
| St Mary’s | Porthloo  DS2, S2A & S2B | Protect road from erosion and reduce overtopping | Properties and SSSI behind the beach are vulnerable | Construct 110 m long, 17 m wide rock revetment and 30 m long, 2 m high retaining wall |
| St Mary’s | Porth Mellon  DS3, S3A & S3 B | Prevent road erosion & increase resilience of key infrastructure to coastal flooding | Erosion at southern end of beach | Construct 40 m long, 15 m wide rock revetment, and construct beach access walkway |
|  |  |  |  |  |
| St Agnes | Periglis  DA1, A1 | Reduce overtopping risk | Low sections of dune | Restore 180 m of dunes by emplacing geobags within the dunes and cover with geomat and cobble/sand material from existing, Plant restoration on dunes. |
| St Agnes | Porth Coose  DA1, A2A & A2B | Reduce overtopping risk | Low sections of dune | Install 140 m of rock bags along crest of existing defences. Use site won material to provide slope behind and joining the crest. Plant vegetation on this slope. Reinstate footpath after works. |
| St Agnes | Porth Killier (west)  DA1, A3A | Prevent erosion and reduce overtopping risk | Seawall erosion | ~30 m of min. 3 m wide toe berm of 0.3 tonne to 1 tonne rocks and 65 m of min. 1.9 m wide toe berm using 0.3 tonne to 1 tonne rocks, with 1.1 m of overlying cobbles |
| St Agnes | Porth Killier (east)  DA1, A3B | Prevent erosion and reduce overtopping risk | Ram erosion | Approx. 5 m section of rock armour using 1 tonne to 3 tonne rocks |
| Bryher | Great Par north of Great Carn  DB1, B1 | Prevent overtopping waves damaging/ blocking road | Dune crest 1 m below rest of beach frontage | About 85 m of rock revetment in two sections incorporating existing materials, with 5 m-wide demountable flood barrier at beach access ramp |
| Bryher | Great Par south of Great Carn  DB1, B2 | Prevent overtopping waves damaging/ blocking road | Low section of dune/rock | 80 m of rock revetment with site-won material covering to tie into local ground level and replanting at embankment margins |
| Bryher | Stinking Porth  DB1, B3 | Prevent saline intrusion by preventing overtopping waves | Low section of dune/rocks | 55 m of rock revetment with site-won material covering tied into local ground level and replanting at embankment margins |
| Bryher | Popplestones (S)  DB1, B4 | Prevent saline intrusion by preventing overtopping waves | S end of Great Popplestone bay dunes/rocks 2 m too low | Add 500 mm high masonry wall to 100 m of existing wall. Recharge surface layer over 100 m of rock revetment, including using materials already on land-ward side that were originally displaced by storms |
| Bryher | Kitchen Porth  DB1, B5 | Recharge of 30 m length of rock armour | Exposed bank – back of beach | Augment existing rock armour with 270 m3 of additional rocks |
| Bryher | Quay Beach  DB1, B6 | Prevent erosion of dunes by quay | Adjacent & at right angles to quay | Construction of 10 m long rock groyne |
| Bryher | Green Bay  DB1, B7 | Prevent overtopping waves | Low section of embankment | 70 m of geobag core at crest, covered with local embankment material |
| St Martin's | Campsite frontage  DM1, M1 | Prevent overtopping | Low section of dune | Fence off 85 m of most damaged, weakest sections front and rear. Install interpretation boards and fencing to manage access to the beach through the dunes. |
| St Martin's | Lower Town frontage  DM1, M2 | Prevent overtopping | Low section of dune | Sensitively restore 200 m of dune with in-situ materials. Place erosion protection matting at one beach access point. |

The works to be installed by the Contractor are specified in Schedules 1, 2 and 3. The constraints for provision of the works by the Contractor are provided in Schedule 4.

## Schedule 1 – Descriptions and specifications for works, St Mary’s

In Schedule 1 documents, the works for the island of St Mary’s are described in detail for each of the three sites at Porthloo, Porth Mellon and Porth Hellick. Specifications for each site are contained in a folder of files, including works information, a design statement, site plans, design sections and design plans, works specifications, indicative method statements, hazard statements and other documents. The folders are labelled with the work package designations listed above and contained in Annex E1 – Pricing Document. Note, material supply work packages are also described in detail in Annex E2 – Material Prices.

## Schedule 2 – Descriptions and specifications for works, off-islands

Works for the off-island sites are described in design drawings and descriptions, in draft form. The designs are not expected to change substantially before being finalised. As noted above, the designs will be updated during the period of the tender process as new drafts and the final designs become available.

A firm price based on the draft full designs is required from Tenderers for the off-island works as part of this tender. Unit rates are also required to be provided. This will allow the scope and associated costs to be revised up or down in response to the detailing of full specifications.

Variations between the designs available at the date 2 weeks before the closing date of the Tender process and the date of the Tender closing will be noted by the Authority and communicated to the successful Tenderer. Before the date of 2 weeks before the closing date, Tenderers’ submissions must reflect the revised (and final) designs and specifications. After the date of 2 weeks before the closing date, if the successful Tenderer wishes to modify their submission to re-price or re-scope for these variations prior to the Contract being signed, they will base such suggested revisions on the unit rates they provided.

If the Authority agrees with the revisions suggested by the successful Tenderer, the scope will be revised to address the change in assumptions, which may include removing or adding works to the scope of the Contract.

If the Contractor and the Authority cannot agree on changes to the scope of the Contract and/or resulting price revisions, the Authority reserves the right to re-tender the works for the off-islands if it considers better value may be obtained by going back to the market.

## Schedule 3 – Specifications

Schedule 3 contains the specifications for rock revetments at Porth Mellon and Porthloo. The specifications for works at Porth Hellick are also provided.

The potential rock sources on the off-islands and on St Mary’s are identified in the ‘Possible rock Sources.kml’ file in this Schedule.

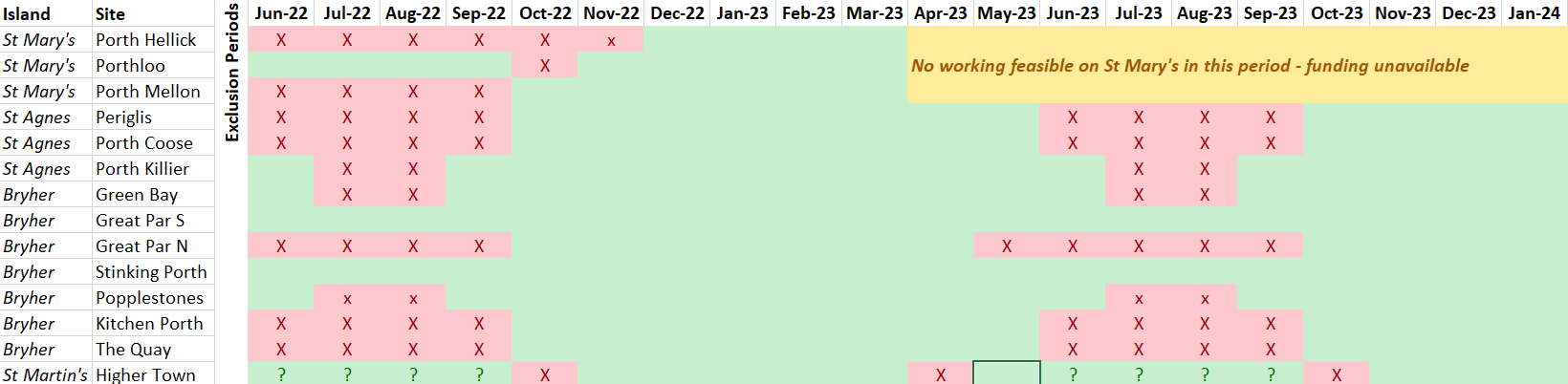
The Minimum Technical Requirements (MTR) set by the Environment Agency are outlined for a range of activities associated with the works.

## Schedule 4 – Constraints on how the Contractor provides the works

The Constraints on how the Contractor provides the works are outlined in the design documents including in the Construction Environment Management Plan (see items listed as the responsibility of the ’Construction Contractor’).

Other key constraints include the following (see graphic underneath for summary). However, note that constraints on the off-islands are likely to be reduced from what is shown below following recent discussion with the Isles of Scilly Wildlife Trust:

1. A nesting bird check by a recognised ecologist will be required at the Contractor’s expense for any works between March and September
2. Porth Hellick – no work may occur between May and mid-November (inclusive) to avoid impacts on visitors and birds
3. Porthloo – no work may occur in the months of April or October, to avoid impacts on users of the slipway
4. Porth Mellon – no work may occur in the months of May to September (inclusive) to avoid impacts on visitors using the beach
5. Periglis – no work may occur in the months of June to September (inclusive) to avoid impacts on visitors using the beach
6. Porth Coose – no work may occur in the months of June to September (inclusive) to avoid impacts on visitors using the beach
7. Porth Killier – no work may occur in the months of July and August to avoid impacts on visitors walking along the neighbouring track
8. Green Bay – no work may occur in the months of July and August to avoid impacts on visitors walking along the neighbouring track
9. Great Par South – no restrictions
10. Great Par North – no work may occur in the months of June to September (inclusive) to avoid impacts on fishermen and boat users using the beach
11. Stinking Porth – no restrictions
12. Popplestones (south) – no work may occur in the months of July and August to avoid impacts on visitors walking along the neighbouring track
13. Kitchen Porth – no work may occur in the months of June to September (inclusive) to avoid impacts on visitors using the beach
14. The Quay - – no work may occur in the months of June to September (inclusive), to avoid impacts on visitors using the beach
15. Lower Town – no work to occur during the 2 months of April or October to avoid impacts on boating users of the beach access ramp [does this need to include the other summer months because of visitor use of the beach?]



**Working period by site – for original Excel workbook, see Annex B Schedule 4 – Constraints.**

**Schedule 5 – Quantity Estimates**

Quantity estimates have been received for works on all the islands. The quantity estimates are based on the final designs for the works on St Mary’s and the draft designs at 21 December 2021 for the off-islands. The quantity estimates provide detailed information on the materials to be used, the volumes and areas of works (for clearing, excavation and construction) and ancillary works required. The Tenderers must satisfy themselves that these estimates are accurate and that they cover all activities related to the works within the scope of this Tender.

## Additional Information

1. **Project timelines.** The works are scheduled to finish and costs to be defrayed by the end of **May 2023** on St Mary’s and by the end of **February 2024** on the off-islands**.** The overall Climate Adaptation Scilly programme of works finishes at the end of June 2023 and the European Regional Development Fund does not permit payment beyond June 2023 for the works on St Mary’s only.
2. **Logistics of working on Scilly.** Tenderers are reminded of the complexities of working in a remote location such as the Isles of Scilly. Tenderers must include in their tendered prices everything that is required to complete the project including travel and accommodation for staff and freight transport to, from, around and between the islands. It is expected that the Tenderer may choose to ship materials and equipment via landing craft and/or barge from the mainland to the Isles of Scilly directly to beaches where work is being undertaken. There are physical constraints on beaches that may be used for delivery. For example, Porth Hellick is difficult to access from the sea because of rock bars and it has been assumed for required licences such as planning permission that this site will be supplied from land. On St Mary’s only Porthloo and Porth Mellon are assumed to be able to be supplied directly from the sea. There is one transport provider on Scilly covering flights and a passenger ferry service [https://www.islesofscillytravel.co.uk/.](https://www.islesofscilly-travel.co.uk/) The same provider operates a freight service between Penzance and St Mary’s. There are several options for haulage and inter-island transport once on Scilly. It is the responsibility of Tenderers to make their own enquiries about transport services as the Authority is unable to provide any further specific information.
3. **Port and landing fees and arrangements.** The Duchy of Cornwall controls St Mary’s harbour. The harbour area includes some of the beaches on which work will take place. Tenderers must consult with the St Mary’s Harbourmaster about the arrangements and costs for landing materials and equipment on St Mary’s. They must also consult with the Duchy of Cornwall separately about the arrangements and costs for landing materials and equipment at sites on St Mary’s not controlled by the Harbourmaster, and on the other islands on which work will take place. All such arrangements must be made between the Contractor and both the Harbourmaster (St Mary’s harbour) and the Duchy of Cornwall (other sites on St Mary’s and other islands) directly. All port fees, landing costs and any other associated charges must be included within the price offered by the Tenderer for the work. The Client will not pay any fees, charges and costs associated with shipping plant or materials. The Contractor will be responsible for payment of any such costs.
4. **Permits.** As noted in the Indicative Method statements, the Contractor is responsible for obtaining permits such as permits to dig/service clearance and crane permits/lifting plans. The Authority will arrange all planning permission and associated environmental licences to undertake the work.
5. **Welfare Facilities & Site Office.** The Contractor is responsible for providing the welfare facilities outlined in the Indicative Method Statement, including a Site Office facility. Connections to local services (if required) are the responsibility of the Contractor.
6. **Local contractors and machinery.** Tenderers should be aware that skilled local subcontractors may be available to complete tasks and provide plant and machinery for a proportion of the tasks required by the contract. Tenderers should make their own enquiries about local contractors and accommodation as the Authority is unable to provide any specific information.
7. **Project meetings.** It is expected that during the Contract execution regular meetings with Climate Adaptation Scilly will take place. Tenderers should plan and quote for weekly progress meetings at the Porthmellon Enterprise Centre, St Mary’s, Isles of Scilly, TR21 0JY (where the Climate Adaptation Scilly project office is located). Alternative arrangements may be made to have meetings by video conference or on site, where suitable.
8. **Stakeholder and community engagement.** The Climate Adaptation Scilly team based on St Mary’s will be operating a comms plan for the project. It may be necessary for the Contractor to take part in or contribute to supporting this project activity from time to time.
9. **Planning permission and other licences.** Tenderers should understand that obtaining planning permission and other licences for the works is an ongoing task for the Climate Adaptation Scilly team. This may result in some alterations to the final sites list and designs at Contracting stage.
10. **Construction Design Management (CDM) Regulations.** It is expected that the Contractor will take on the responsibility of Principal Contractor under the CDM Regulations. The role of Principal Designer will be undertaken by a separately contracted entity.
11. **Construction and completion inspections.** The Authority will contract separately with a suitably qualified company to inspect the works during construction and following completion. These inspections will include (amongst other matters) whether each structure at each site has been constructed as designed, as amended by any variations agreed in writing between the Contractor and the Authority. In the case of linear features such as rock armour/revetment works or dune/embankment renourishment, Tenderers should allow for an 8 m length of each structure (that is designed to be longer than 8 m in length) to be constructed in its entirety prior to a first inspection. The remaining length of the works will be constructed following sign-off after this first inspection, and will include any modifications to the style, material or other elements of the construction method that may be required as a result of the first inspection. Further inspections may take place during the remainder of construction of each structure, and a final inspection and valuation will be undertaken once the structure is completed. The Contractor will assist the company performing the inspections. For avoidance of doubt, inspections may require the Contractor to open up the works to allow inspections of hidden elements. Opening and reinstating such openings will be at the Contractor’s expense A Civil Engineering Environmental Quality Assessment and Liability Scheme assessor funded separately by the Authority will monitor the Project and liaise with a verifier appointed by the Civil Engineering Environmental Quality Assessment and Liability Scheme to obtain a Civil Engineering Environmental Quality Assessment and Liability Scheme Whole Project Award. The Project is likely to be expected to achieve as a minimum an “excellent” Whole Project Award.
12. **Rectification.** Following each inspection, if there is any variation from the agreed design or specification it will require rectification by the Contractor at their expense before the structure will be signed off as complete for payment.
13. **Issues and construction variations.** During construction, any issues that may affect completion of the works or changes to the cost of the project must be notified to the other party by issuing an Early Warning Notice (EWN). EWNs may be raised by any party to the Contract. Minor variations requiring no additional design may be agreed directly between the Contractor and Authority. Major variations that require re-design or modifications to licences such as planning permission may require the input of a designer or other professional before being agreed. The grounds for variations include matters such as infeasibility of constructing as designed, opportunities for cost-savings or time savings, or improvements to environmental performance. Any construction variations must be agreed in writing between the Contractor and the Authority as Compensation Events before they can be implemented. Unagreed or unapproved construction variations will require rectification at the Contractor’s expense, as in xii above.
14. **Archaeological watching brief.** The works are taking place in areas where archaeological sites are known. In particular the Porth Hellick site contains a memorial to Sir Cloudesley Shovell, which must be removed before works begin and must be replaced at its original location once the works are complete. An archaeological watching brief will be required for at least the Porth Hellick site and may be required at other sites. The Contractor must work closely with the provider of the archaeological watching brief to ensure impacts on archaeological remains and other cultural heritage are managed effectively.

# VARIATIONS FROM THE SPECIFICATION (VARIANT BIDS)

**The Authority will not accept bids that vary the outputs or designs of this procurement. However, as noted above alternative schedules may be proposed, as long as the specifications and aims of the project are met. Tenderers must justify their choice of any components that do not fully meet the specification.**