



Westcountry Rivers Trust

Improving multi-species fish passage in the River Exe catchment as part of the

STRATEGIC EXE WEIRS PROGRAMME

Invitation To Tender for the Provision of:

Construction Phase: Fish Passage Improvements

Bolham Weir, River Exe

April 2024

To be supplied to Westcountry Rivers Trust



Location: Bolham Weir (SS 94854 15314), Bolham, Tiverton.
Prepared by: Tom Watts
Authorised by: Adrian Dowding
Date of Document: 11th April 2024



**Strategic
Exe Weirs**



Westcountry Rivers Trust
Rain-Charm House
Kyl Cober Parc
Stoke Climsland
Cornwall
PL17 8PH

To whom it may concern

11th April 2024

Dear Prospective Contractor,

Invitation To Tender: Construction Phase, Fish Passage Improvements, Bolham Weir

You are invited to submit a tender to provide the required construction for fish passage improvements at Bolham Weir on the River Exe, in accordance with the project details set out in this document and in the supporting information.

The documents we've supplied should provide all detail required for you to supply a tender for the proposed works. Please read these documents carefully and be aware of the requirements for the level of insurance cover necessary.

The awarded contractor will be under an NEC4 Engineering and Construction Short Contract (ECSC) for this work. As part of the tender process we've provided the contract, as recommended by NEC. We have completed the '*Client*' information sections of the contract. Please complete the '*Contractor*' information, sign, and return the Contract to us with your supporting information as part your offered tender for the works.

Your tender must be received by WRT no later than **12:00hrs on Thursday 23rd May 2024**. WRT reserve the right not to grant extensions. Any extensions requested and granted due to a clear case whereby circumstances were outside of your control and accepted as reasonable by WRT would be applied to all invited parties.

Tenders received will be assessed based on price (40%) and quality (60%) with quality being assessed on ability to meet the requirements, delivery/timescales and staffing arrangement.

Please contact us should you have any questions or require further information. Please be aware there is a deadline for clarification requests. All enquiries for further information will be explained and answered to all parties.

We look forward to receiving your submission in due course and thank you for taking the time and interest to respond to this opportunity.

Yours faithfully,

Westcountry Rivers Trust

Westcountry Rivers Trust

+44 (0)1579 372 140 | info@wrt.org.uk | wrt.org.uk

Registered Office Rain-Charm House | Kyl Cober Parc | Stoke Climsland | Callington | Cornwall PL17 8PH | UK
Registered in England and Wales Charity No. 1135007 | Company No. 06545646

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1. Point of Contact

For ease, all communications should be addressed to the project officer. For all enquiries and submissions concerning this Invitation To Tender, please contact:

Tom Watts

Strategic Exe Weirs, Project Officer

Westcountry Rivers Trust, Rain-Charms House, Kyl Cober Parc, Stoke Climsland, Callington, Cornwall, PL17 8PH

E: tomwatts@wrt.org.uk

M: 07854 716 263

T: 01579 342140

All enquiries for further information will be answered to all parties that have expressed an interest in providing a response before the deadline.

2. Introduction & Overview

Client:	Westcountry Rivers Trust
Principal Designer:	Westcountry Rivers Trust
Designer:	Fishtek Consulting Ltd.
Principal Contractor:	The awarded contractor following this competitive tender process.

A) Company Background

Westcountry Rivers Trust (WRT) is an environmental charity (Charity No. 1135007, Company No. 06545646) established in 1994 to secure the preservation, protection, development and improvement of the rivers, streams, watercourses and water impoundments in the West Country, and to advance the education of the public in the management of water and associated habitats.

B) Project Background

The Strategic Exe Weirs programme exists to help recovery of the Exe catchment. Migratory freshwater fish populations have declined globally by 76%, and 93% if considering Europe alone, since the 1970's.

Such declines are reflected in Southwest migratory fish populations. Atlantic salmon have just been classified as 'Endangered' on the IUCN Red List for the Great British populations, and European eels are classified as 'Critically Endangered'. Fish are key indicators of ecological function, and therefore ensuring connectivity between spawning, juvenile and adult habitat is important to help populations recover and in meeting ecological quality targets under The Water Environment (Water Framework Directive) (England and Wales) Regulations 2017. Efforts to restore Atlantic salmon populations are guided by The Environment Agency's Salmon Five Point Approach, which highlights the need to remove or mitigate migration barriers.

The Strategic Exe Weirs programme (SEW) is a partnership project between WRT and the River Exe and Tributaries Association (RETA), supported by the Environment Agency (EA), South West Water (SWW) and Natural England (NE) to deliver bespoke fish passage solutions to maximise migration

flow windows and restore the natural movement of migratory fish native to the River Exe. The projects delivered under Strategic Exe Weirs are part of efforts to secure a sustainable future for migratory fish populations for the ecological integrity of the River Exe, the Barle SSSI, and sustainability of associated fisheries.

The Strategic Exe Weirs (SEW) programme, in its first phase, aims to open the main River Exe to free migration upstream and downstream for all fish species. Seventeen man-made obstacles have been prioritised for remediation to improve fish passage from source to sea and reduce the cumulative impact of multiple barriers on fish survival.

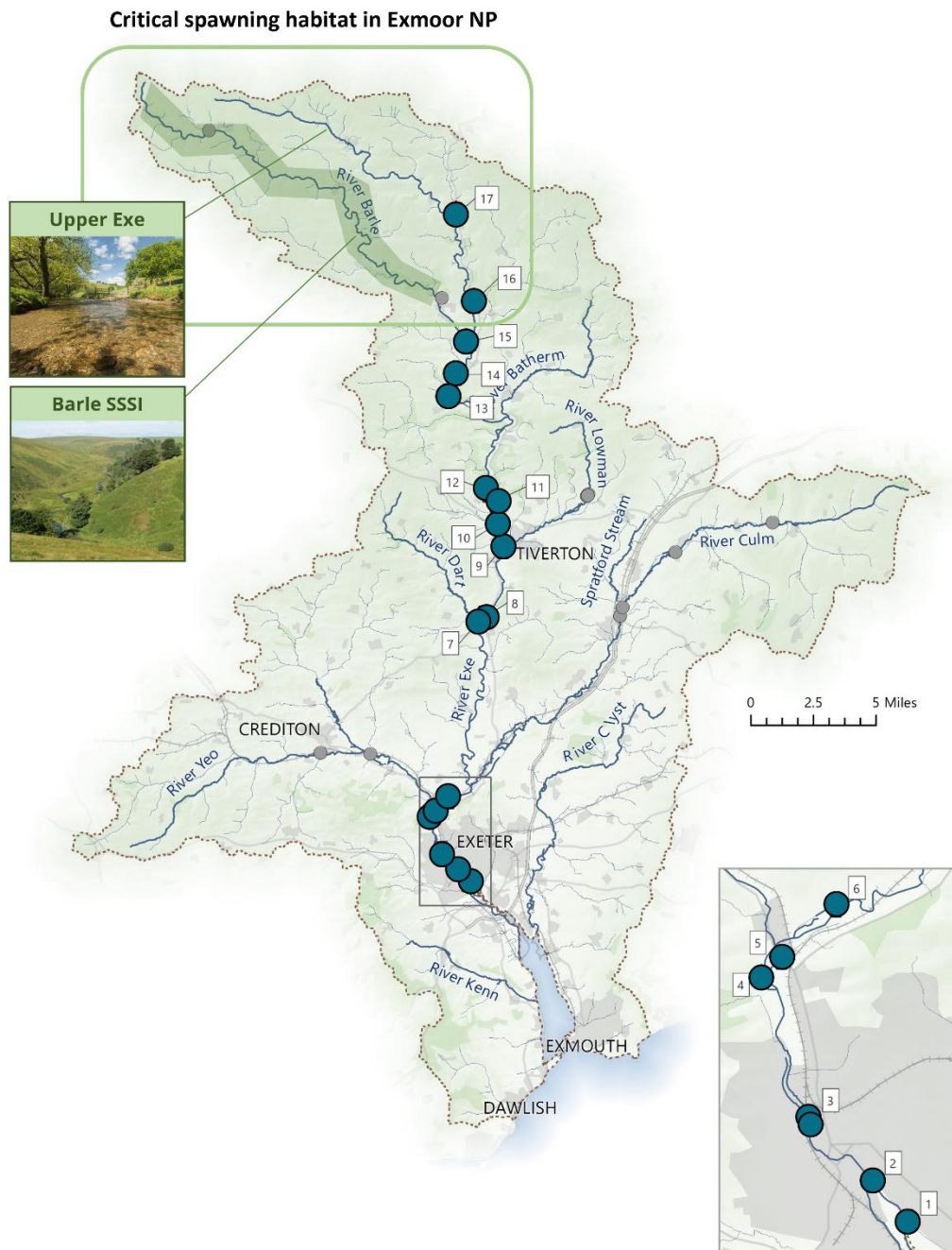


Figure 1: The Strategic Exe Weirs priority obstacles to fish passage. Cumulative impacts of multiple barriers create unnatural delays in lifecycle and habitat transition, expose fish to increased

predation and disease risk, and can unnaturally select or divert fish from the natural route to survive.

3. Site Information

Bolham Weir contributes to cumulative fish migration delays by reducing the time window for unimpeded upstream passage, and by impounding the River Exe thereby reducing flow to stimulate downstream migration. The lack of water depth over the wide and steep sloping glacis and high velocity flows are believed to be a major factor in upstream migration delays.

Bolham Weir is a modern sloping concrete weir, believed built in the 1980's, constructed to facilitate drinking water abstraction from the River Exe for public supply. A baulk fish easement is present, although has previously been assessed as sub-optimal. Eel passage has been assessed as needing improvement and an existing eel pass will be swapped for the integrated design provided.

C) Site Location

The weir is located north of Tiverton, to the northwest of Bolham village, Devon. Access by foot is available from the LHB (Left-Hand Bank as you face downstream) for viewing. You are welcome to visit the site via this access. If any further access to the weir is needed to prepare your tender,

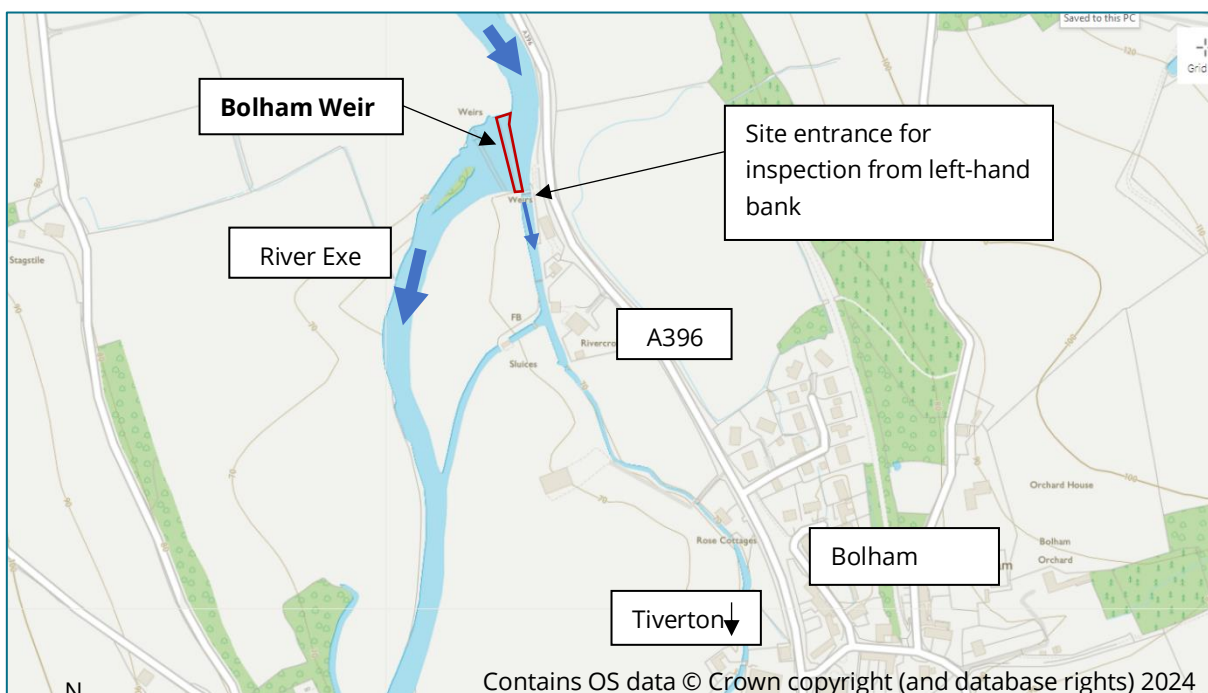


Figure 2: Location of Bolham Weir is in, and next to, the River Exe at OSGB Grid Ref SS 94839 15320, Lower Washfield.

site visits can be arranged by contacting WRT who will arrange access with the relevant landowners and stakeholders. A member of WRT staff may accompany you to the site. Access for construction/machinery is available from both banks. Access to the right-hand bank (RHB) is via country lanes from Tiverton and through Marsh Farm fields. Access to the left-hand bank (LHB) is from the main A396, over a small bridge used for agricultural machinery access.

You are welcome to visit the site by arrangement. Please let the Project Officer know if you intend to visit the site to prepare your tender response. A member of WRT staff will organise permission and may accompany you to the site.

There is a Site Plan as part of the design drawings – Ref: Drawing # 02925_200.

D) Construction Access

The design requires work to take place on both sides of the river.

The majority of work for the fish pass construction will take place on the RHB (Right-Hand Bank as you face downstream).

The smolt chute construction and screen and walkway construction will take place on the LHB (Left-Hand Bank as you face downstream).

After construction, SWW will be adopting the asset and continued access will be required on the RHB should any maintenance need performing. Consequently the RHB access will need to be formalised as part of this construction contract (details in Services section). The figure below shows the RHB access route through Marsh Farm property from the lane below Washfield Lane. As ongoing access will be required post-construction, the RHB access track will need to be formalised with hardcore material to create a permanent track that follows the existing field boundaries. Once the track leaves existing boundaries to cross open field, the access will need to be temporary and reversible post-construction.

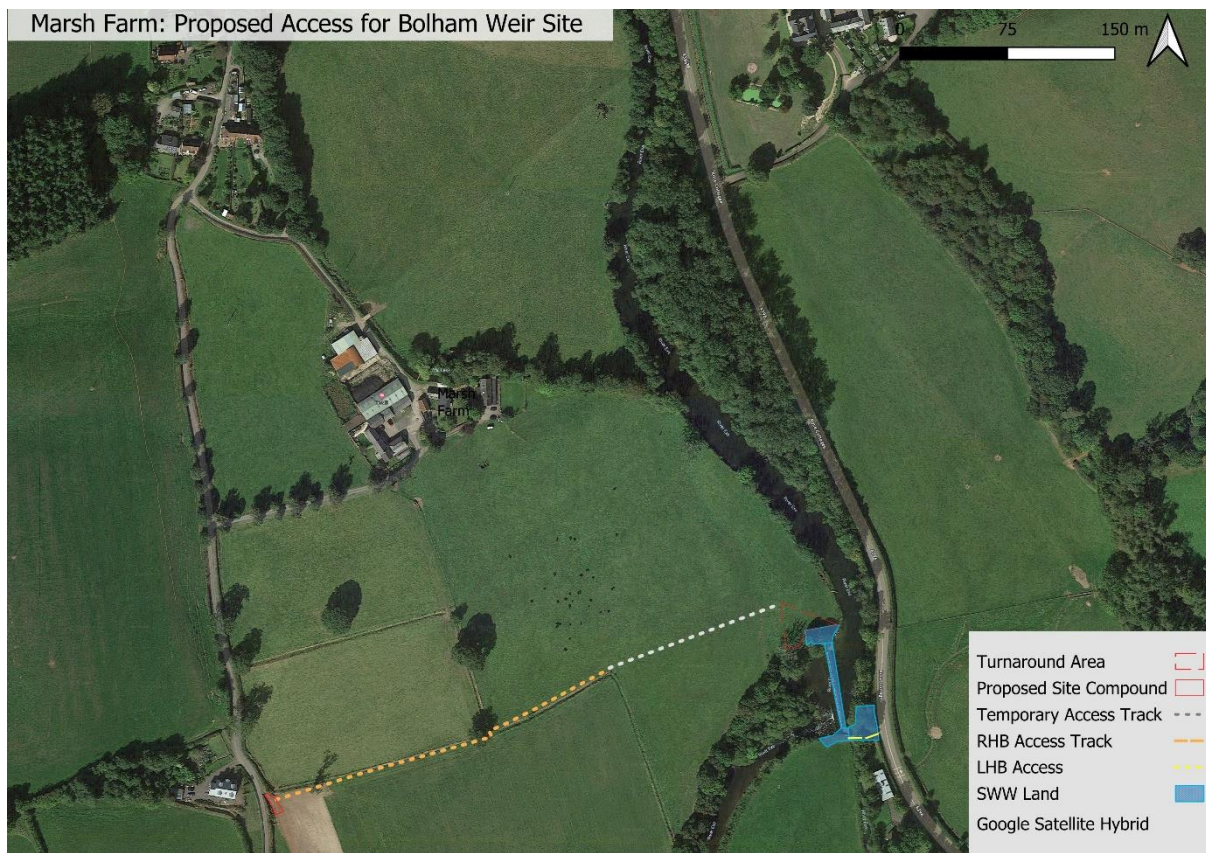


Figure 3: Details of site access and proposed laydown areas.

The permanent RHB access track along the field boundaries will be left in place on egress.

All temporary access track and compound areas will need to be completely reversible, i.e. nothing left on site without prior agreement. This may mean a temporary membrane needs to be laid or similar arrangement to ensure all material is taken away upon egress.

Access for the RHB is permitted by agreement with the Marsh Farm owner. This is a formal agreement that may present constraints to timings of work and timings should be planned for normal working weekday hours (~0800 – 1700 hours).

As the allowed in-river working period is to the 30th September, the access agreement with the landowner will be to this date only. Delays may incur financial penalties.

Other landowner access constraints will be relayed if they arise and when known.

It will remain the Contractors responsibility to ensure safe access and egress for machinery, vehicles, materials and staff during the construction phase, and ability to suitably repair disturbed ground to 'as found' condition on completion of the works.

E) Site Compound Area

A site compound area has been earmarked in Fig 3 above as part of the access arrangement with the RHB landowner. A laydown area should be constructed adjacent to the proposed fish pass that facilitates materials, storage, site facilities, etc. Any ground reinforcement must be reversible upon clearing the site, i.e. any imported temporary materials should be taken away and not left where they may be a residual risk to farm stock. For example, a compound area could be constructed of a membrane with stone hardcore laid on the top, so that all stone can be removed post-construction.

Although the site is not formally publicly accessible by any right of way, the site will need to consider public access by permission or trespass. Anglers have permission to fish the river during fishing season and swimmers and canoeists are known to sometimes frequent the site. The site should take suitable security and health and safety measures.

At the true left-hand bank, a small area exists between the road and the riverbank (see accompanying file of photographic record), which can be used for the storage of small plant, equipment and deliveries if needed.

4. Services Required

This tender is for the construction of fish passage improvements for both upstream and downstream migrating fish at Bolham Weir, River Exe, Lower Washfield, Mid-Devon. Following a detailed options and constraints assessment, including all relevant stakeholders, local authorities, and the Environment Agency; the designs have been agreed and approved for construction.

You are tendering to construct a Larinier technical super-baffle fish pass through the RHB to tie in with the weir toe stilling basin, and a LHB smolt chute and screening of the leat.

Some minor works will be required through the weir itself for works to formalise flows through the stilling basin and smolt chute.

Part of the tender will include the formalising of an access track through Marsh Farm.

F) Designs

Design Drawings are provided. Design drawings are listed in the NEC4 ECSC with the precursor 02925 as the drawing project number.

The designs are approved by the Environment Agency's National Fish Pass Panel for conforming to best practice guidance for a technical fish pass. Some minor amendments may be made before construction which will not affect the structural design and these will be relayed through updated drawings as soon as available.

Design changes expected are three number minor amends:

1. Fish pass downstream tie-in will be roughened with stone instead of eel tiles around the corner and through stilling basin;
2. The smolt chute on weir crest has been raised to accommodate Q50 (correct in drawing), but the same chute on the weir face may need to walls to be raised to keep Q50 entrained and avoid overspill;
3. A small vertical channel may need casting in the fish pass upstream walls concrete to accommodate future monitoring equipment.

G) Access

Access will be by arrangement with the landowners and construction will need to abide by any agreement. We request that normal working hours during the week are planned for in the programme and the usual courteous and neighbourly conduct is adhered to.

A major part of facilitating access will be the construction of a low maintenance permanent track through the RHB approved route adjacent to two field boundaries.

The track will need to be constructed to current best practice guidance over ~270m through one and a half fields. The track will need constructing before site construction as it will facilitate reliable ongoing access.

The sequence for track construction is understood to be:

Replace two culverts in the inter-field gateway to a specification suitable to accommodate all machinery, transport and materials required for construction.

Install ~270m track and a set-down or turning area inside the field adjacent to the public road (as illustrated in Fig.3.).

Fence off the set-down area and track with sheep netting and double-strand barb-wire along the open side of the track i.e. a single fence as the existing boundary fence encloses the other side.

Install four gates to prevent farm animal access to the track.

We expect to walk through the access route with the landowner before installation so the landowner and contractor are both fully informed of the expected results.

H) Larinier technical Fish Pass (RHB)

An existing out of date baulk fish easement is located at the true right hand side of the weir, the most upstream point and the logical position for fish passage improvements targeting upstream migrating fish. Here the right-hand bank is to be excavated to make a concrete recess for a new fish pass and accompanying eel pass.

It is proposed to install an aluminium Larinier super-active baffle fishway and accompanying eel pass out of the main river channel and into the right-hand bank. This option was selected to minimise impacts on the weir structure, as the weir and leat feeds two abstraction licences: one for drinking water.

It will be necessary to remove a small number of small tree stumps from the true right-hand bank for site access. The trees have been removed as part of the site preparation during the correct tree working season.

The fish pass and eel pass is to be installed in the right-hand bank. The fish pass will need to be tied into the weir stilling basin and the bank tied into the fish pass. The bank should be profiled and suitably protected by 100% biodegradable coir matting or similar to promote protection from erosion and re-establish vegetation post-construction.

Rip-rap should be locally sourced.

A full depth notch (3200mm wide) is to be constructed at the downstream extent of the proposed basin through the weir apron. A second notch (1100mm wide) is to be constructed, on the weir apron, from sleepers this will be perpendicular to the weir structure and will create attraction flows towards the fish pass structure.

The proposed eel pass will run adjacent to the fish pass and the entrance and attraction flow through the stilling basin will be 'roughened' with embedded stones. This will aim to increase heterogeneity and dissipate flows allowing eels and smaller fish to navigate upstream to the fish pass.

The existing eel pass on the weir face should be removed only once the new eel pass is installed.

The existing baulk fish easement is to be removed flush with the weir glacis.

The fish pass is to be fenced with post and rail and a defined walkway installed as per design.

A debris boom is to be installed as designed at the upstream end of the fish pass to deflect conveyed material from the river across, and out of, the fish pass.

I) Smolt chute and leat screen (LHB)

Currently the leat entrance is unscreened and permits fish entry into the leat. This is a diversion from the natural route. This side of the weir is also the most likely downstream migration route for downstream migrating fish.

A fish chute is to be installed in the concrete glacis of the weir structure, secured in place with concrete and fixings as detailed in the supplied designs, '3. Bolham_Detailed Design Drawings'.

Infrastructure for seasonal screening is to be installed across the leat entrance, including provision of the screens. A maintenance walkway will be installed and fixed to the existing concrete bridge.

J) Notch Construction in Stilling Basin Toe (LHB)

An offset notch (from the downstream termination of the chute) is to be constructed in the foot of the weir to guide migratory smolts out of the stilling basin in lower flows and into the main natural river channel.

It is understood the location of the proposed notch may create additional cost due to challenges during construction. As such this is a cost that the project team would like to be outlined separately from the other services required. Upon tender award, the installation of this notch will be confirmed with the Contractor.

K) Completion of Construction Works

Where river banks are left bare on egress, the bank should be reprofiled in accordance with upstream and downstream natural slope and natural fibre reinforcement or protection (e.g. 100% biodegradable coir matting) is to be pegged in place using wooden biodegradable pegs.

The river bank and natural fibre protection must be reseeded with native grass seed mix, or otherwise agreed suitable alternative.

To facilitate works access, four trees were removed and this is to be mitigated with the supply and planting of a minimum of 20 native tree whips (including *Quercus robur*, Oak; *Prunus spinosa*, Blackthorn) along the new bank within SWW ownership curtilage, with appropriate guarding from livestock. Tree species should be agreed with the landowner and planted when tree planting conditions are suitable (usually November to February).

Every effort must be made to 'make good' all disturbed ground and surroundings. This includes returning riverbed gravels to pre-disturbed form, and re-seeding of riparian land disturbed by machinery/vehicles and subsequently repaired.

Upon completion of the works, a post and single-strand wire fence (capable of being electrified) may need to be installed on the right hand bank demarking the change of ownership in land.

Any hardcore placed for the creation of a site laydown, compound area, or temporary track access is to be uplifted and taken away in full, the ground underneath is to be subsequently made good and reseeded.

Site security improvements are to be explored on the LHB where SWW have the pumping station compound. If extra security or health and safety measures are determined during the course of the project then an optional additional request may be made by formal contract avenues with suitable compensation.

L) Special Site Considerations

The Contractor will need to operate in accordance with granted statutory permissions, i.e. planning permission and environmental permit. As part of the statutory permissions a Bespoke Environmental Risk Assessment, Construction Method Statement and Management System has

been compiled and will need be retained on site at all times (as per CDM regulations). The Contractor will need to operate within the bounds of these documents, but the documents can be reviewed with the Principal Designer/Client at the project start and on a regular basis to ensure they are up to date with the Contractors site-specific methodologies whilst discharging all formal conditions or obligations.

All actions relating to the services must seek to minimise all environmental impacts as far as is reasonably practicable. The Contractor is required to follow and/or facilitate all recommendations required under the ecology report in conjunction with the Client.

There are two abstraction licences associated with Bolham Weir, and therefore construction must not alter the ability of the abstraction infrastructure to take water from the River Exe in accordance with the licenced volumes and flow rates.

All works must be undertaken in strict accordance with all relevant best practice including PPG5 - Pollution Prevention Guidelines: Works and maintenance in or near water. Although this document has been withdrawn it still provides the benchmark guidance for works to minimise risk of pollution in or near water.

All in-river works are to be undertaken in contained dry working areas where possible. No fuelling is to take place in or near to the working area. All building materials and chemicals are to be stored in designated areas and bunded where appropriate according to COSHH Risk Assessments. Spill kits are to be available at all times in case of emergency.

All works will need to be undertaken in line with Planning Permission and Environmental Permit formal consents.

Should a pollution incident occur at this site, it is to be reported immediately to the Environment Agency on the incident hotline **0800 80 70 60** and the Westcountry Rivers Trust contractor manager **07854 716 263**.

5. Application Details for Respondents

M) Respondent Guidelines

You are required to submit a written proposal, either hard copy or electronically to the **Project Officer** by the deadline stated.

All offered tenders must include the following:

- Proof of suitable qualification to undertake the required works.
- Capability statement outlining the skills and experience you intend to utilise to perform the proposed works.
- Construction Method Statement detailing how you intended to perform the works including methodology for creating dry working areas where needed.
- WRT are registered under the SSIP (Safety Schemes In Procurement) initiative and, as such, require all Contractors to comply with this minimum quality assurance standard. The Principal Contractor and any subcontractors will be required to be registered under a SSIP

scheme or fill out a H&S questionnaire ensuring the ability to conform to this minimum standard. (Questionnaire provided.)

- A construction phase plan and programme detailing your preferred methodology for delivery in the allotted timeframe.
- A completed, priced, signed and returned NEC4 Engineering and Construction Short Contract.

A part-filled NEC4 Engineering and Construction Short Contract (ECSC) is supplied with this ITT package in Microsoft Word Document format. WRT have populated the Client information. The respondent must fill out the remaining Contractor information. A final version will be agreed and signed at appointment.

Where elements have been cited separately in the Price List of the NEC contract (already inserted into the price list by WRT), the expectation is that this cost will be clearly displayed separately and may be considered an optional element that the Client can 'opt out' of if circumstances or design information changes. It is WRT's intention to keep all elements included but we will need to reserve the right to exclude the price list element if project scope changes.

The Price List should continue to be populated by the Contractor and filled out in relation to tasks and phases that are distinct and invoiceable. A detailed breakdown in the Price List of the NEC4 ECSC allows for partial project invoices, against the specified item costs, if required.

An authorised signatory must sign the contract as a formal offer.

You are expected to supply all required information, or clearly state the reason for being unable to do so. Any return supplied must make it clear if any part of the Contractor's offer does not comply with the Contract Data or the Works Information provided.

In submitting a tender, you are stating you are suitably qualified and experienced in work of this nature. If your tender is successful and the contract awarded, you are required to provide:

- Risk Assessments for any site visits planned and works undertaken.
- Current insurance certificates for Employer Liability, Professional Indemnity and Public Liability.
- Details of proposed sub-contractors and current insurances (if applicable)
- Health & Safety information.

Any assumptions used in preparing responses should be clearly stated. Any appropriate supporting documents e.g.; programmes, plans, company brochures, organisation charts should be included.

Site visits are recommended and can be arranged by contacting WRT who will arrange access with the relevant landowners. WRT may accompany you to all site visits.

N) Timescale

The tender process will follow the timeline as set out in the table below:

Date issued by:	Action
Tues 23 rd April 2024	Invitation To Tender released
17:00 Thurs 9 th May 2024	Clarification deadline (deadline for clarification questions)
by Tues 14 th May 2024	All clarification information answered
12:00 Thurs 23 rd May 2024	Tender return deadline
w/c 27 th May 2024	Tender returns assessed
	Tender returns customer queries issued
	Tender returns queries deadline
31 st May 2024	Award decision issued
3 rd June 2024	Contract concluded with winning supplier
3 rd June 2024	Contract commencement
w/c 3 rd June 2024	Start-up Meeting
30 th September 2024	In-river working complete and RHB egress complete

O) Tender Assessments: Evaluation Process

Evaluation criteria has been prepared by WRT for the evaluation of every submission. Within each stage an initial evaluation will consider whether or not every requirement contained within the ITT has been fulfilled. The evaluation criteria will be based on price (40%) and quality (60%) with quality being assessed on ability to meet the requirements (25%), delivery/timescales (25%) and staffing arrangement (10%).

All of the above factors are extremely important to WRT as this project needs to be completed to a high standard within the required season.

All operations must strictly comply with all relevant Health and Safety, legal requirements and British & European codes of Best Practice.

P) Confidentiality

All information supplied by WRT in this tender to date, and any further information supplied during the tender process, is confidential and must not be shared with any other organisations unless WRT agree permission in writing. The confidentiality extends to all recipients of this information.

This competitive invitation to tender process has been performed anonymously. Prospective contractor / invitee details will not be shared with other contractors by WRT. Any sensitive information shared with WRT as part of your response shall remain so between WRT and the prospective contractor.

All enquiries for further information will be summarised anonymously and answered to all parties.

Q) Finance

This project is financed under the Strategic Exe Weirs partnership programme. The works being undertaken are financed by funds from Natural England (Species Recovery Programme), South West Water (corporate social responsibility), and private donations from riparian owners in the River Exe catchment.

Funding for this contract is sponsored by the Natural England Species Recovery Fund.

Invoicing terms are linked to the NEC4 ECSC Contract Price List.

When invoicing, the invoice must clearly state the awarded NEC4 contract and Project Reference 740.

R) ITT Acceptance & Response

To simplify exchange of information regarding this Invitation to Tender (ITT) please nominate one point of contact with relevant telephone number/s and email address.

Please direct any questions regarding this ITT content or process to the Westcountry Rivers Trust Project Officer. The project officer is our one primary point of contact. All questions should be submitted to the email address tomwatts@wrt.org.uk where they will be answered or directed to a suitable alternative member of staff.

Please acknowledge your intent to submit a tender so that we know to keep you updated.

Please make sure any questions are submitted in good time for answers to be collated and distributed. A deadline may be in place for any queries to facilitate the fair tendering process for all respondents, but should be no later than one week prior to tender submission deadline.

Responses must include:

Requirement	Information
Proof of suitable qualification	Staffing arrangements (e.g. CV's) suitable for the technical engineering required.
Capability Statement	Organisation track record relevant to contract works and confirmation of ability to meet the contract requirements.
Construction Method Statement	Outline how this work will be undertaken with enough detail to convey competence and confidence in high quality delivery.
SSIP / H&S standards	SSIP or equivalent certification or completed H&S Questionnaire demonstrating compliance.
Programme / Construction Plan	Timeframe of how this work will be undertaken with enough detail to convey competence and confidence in timely delivery.
Completed and signed NEC4 Engineering and Construction Short Contract	Formal signed offer.
Any other relevant supporting information	Optional.

Where there is a valid reason, WRT reserve the right not to accept your submission, or any other quotations received. WRT are not liable for any cost you may incur in the preparation of your quotation.

If you have any queries, please do not hesitate to contact WRT and we look forward to receiving your response.

6. Supporting Information

List of files accompanying this Invitation to Tender to support applicants as part of the tender package:

- WRT Bolham Location Plan
- WRT Bolham Site Plan
- Design Drawings (Fishtek Consulting Ltd)
- WRT Site Photographic Record
- WRT Contractor's H&S Questionnaire
- Designers Risk Assessment
- Designers Buildability Statement (outdated access – superseded in this document)
- WRT Biosecurity Procedure
- Topographic Survey
- Archaeology Written Scheme of Investigation
- Ecology Report
- Root Protection Area plan
- Flood Risk Assessment
- Planning Summary Document