



# 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: Downstream Fish Passage Improvements

Bolham Weir, River Exe

**July 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: 12/07/2024



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

To whom it may concern

12<sup>th</sup> July 2024

Dear Prospective Contractor,

**Invitation To Tender: Construction Phase, Downstream 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 **09:00 hrs on Monday 29<sup>th</sup> July 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**

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**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

<b>Client:</b>	Westcountry Rivers Trust
<b>Principal Designer:</b>	Westcountry Rivers Trust
<b>Designer:</b>	Fishtek Consulting Ltd.
<b>Principal Contractor:</b>	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*

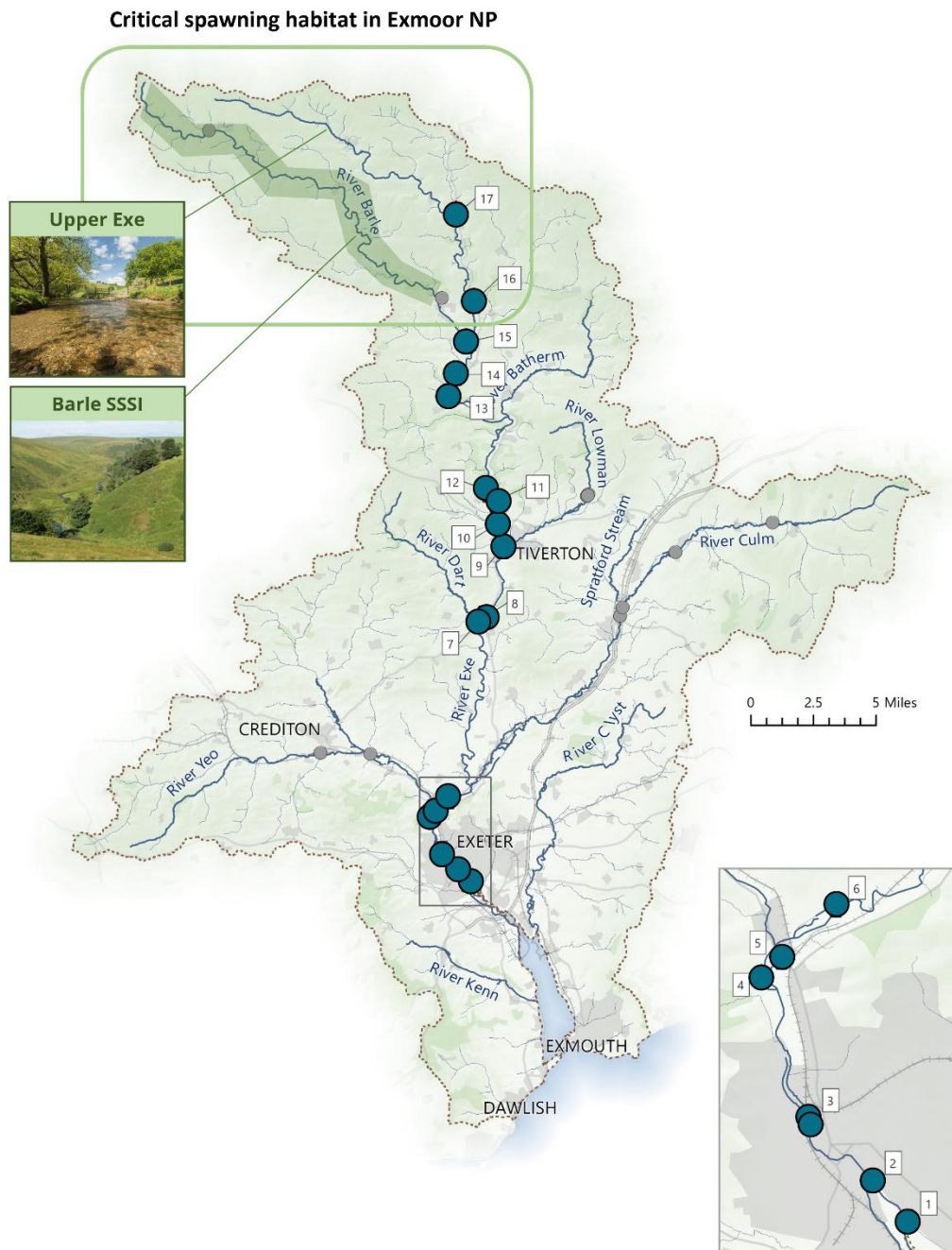
The Strategic Exe Weirs programme exists to help recovery of the Exe catchment. Migratory freshwater fish populations have declined globally by 76%, and 93% if considering Europe alone, since the 1970's.

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 glacia 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. The associated leat at the left-hand bank is currently unscreened risking diversion of downstream migratory species leaving them susceptible to predation and injury.

#### 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\_300.

## D) Construction Access

The design is for holistic improvement across the Bolham Weir structure, but this construction opportunity is for the LHB (Left-Hand Bank) downstream migration improvements only.

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



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

Any temporary access track and compound areas will need to be completely reversible, i.e. nothing left on site post-construction without prior agreement.

As the allowed in-river working period is to the 30<sup>th</sup> September, works after this period should relate to site egress only and the end of contract period will run to the 1<sup>st</sup> November. Your response timeframe should be clearly stated to illustrate compliance with the permitted in-river timings.

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*

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. 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.

## **4. Services Required**

This tender is for the construction of fish passage improvements for 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 smolt chute, stilling basin notch, and screening of the leat as the works designed for implementation at the LHB or south east bank as shown in "2. Bolham\_Site plan.PDF" and marked with the blue border "Proposed site for screen and chute".

The designed works for construction are in [3. Bolham\_LHB\_Detailed\_Design\_Drawings] showing Fishtek Designs for Project 02925 (Bolham Weir) and relevant drawings: 300 [Screen & Chute Site Location Plan], 301 [Screen & Chute Plan], 302 [Screen & Chute GA], 303 [Screen & Walkway Sections], 304 [Handrail & Screen Detail], 305 [Screen Detail], & 306 [Notch Detail].

Some works will be required through the weir crest for works to formalise flows through the smolt chute.

## *F) Designs*

Design Drawings are provided in the file - 3. Bolham\_LHB\_Detailed\_Design\_Drawings. 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 at this location.

## *G) Access*

Access will be by arrangement with the landowners and construction will need to abide by any agreement. The access agreement is provided by the Client. 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.



## *H) 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 crest and on the glacis of the weir, secured in place with concrete and fixings as detailed in the supplied designs, '3. Bolham\_LHB\_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.

A downstream offset smolt notch is to be constructed in the stilling basin sill to promote a dedicated route of escapement once the chute has provided descent.

## *I) Notch Construction in Stilling Basin Sill (LHB)*

An offset notch (from the downstream termination of the chute) is to be constructed in the sill of the stilling basin to guide migratory smolts out of the 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.

## *J) Historic Construction Information*

Bolham Weir was built approx. 1982 by the South West Water Authority and plans exist from that time for reference of construction method and materials used.

Three drawings are provided in [12. 1982 Bolham Weir design construct info] to provide expected ground and construction conditions.

## *K) Completion of Construction Works*

It is unlikely the river bank will be modified during construction, however where riverbanks 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.

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.

Any material 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 Environmental Management Plan and any management system controls (e.g. appointed Environmental Clerk of Works) will need to be incorporated into the construction plan.

The statutory permissions, controls and methods 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.
- Proof of adequate insurance cover for undertaking the works.
- Capability statement outlining the skills and experience you intend to utilise to perform the proposed works, including staffing.
- 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 provide proof of registration under a SSIP scheme, or fill out a H&S questionnaire ensuring the ability to conform to this minimum standard. (Questionnaire provided - 5. WRT & WRL Contractor SSIP Assessment 2024.)
- 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 or budget 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.
- Details of proposed sub-contractors and sub-contractor current insurances (if applicable)
- CEMP (Construction Environmental Management Plan) to accommodate statutory permissions conditions and points. This will be generated with WRT as we have the site information and correspondence relating to statutory permissions and conditions.

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:

<b>Date issued by:</b>	<b>Action</b>
Friday 12 <sup>th</sup> July 2024	Invitation To Tender released
Wed 24 <sup>th</sup> July 2024	Clarification deadline (deadline for clarification questions)
	All clarification information will be answered as received
09:00 Mon 29 <sup>th</sup> July 2024	Tender return deadline
w/c 29 <sup>th</sup> July 2024	Tender returns assessed
	Tender returns customer evaluation and clarification
w/c 5 <sup>th</sup> August 2024	Award decision issued upon agreed funding
w/c 5 <sup>th</sup> August 2024	Contract concluded with winning supplier
w/c 5 <sup>th</sup> August 2024	Contract commencement
w/c 5 <sup>th</sup> August 2024	Start-up Meeting
30 <sup>th</sup> September 2024	In-river working complete
1 <sup>st</sup> November 2024	Contract period ends

The response must provide confidence in the Contractor's ability to deliver works within the Environment Agency approved in-river working timeframe whereby all 'wet works' or in-river banded construction is complete and all temporary works removed from the river by the end of September at the latest.

We require assurance of the deliverability and welcome the breakdown of timings to illustrate any dewatering works commencing as soon as possible to allow a time buffer for unexpected flow conditions. E.g. dewatering for the smolt chute taking place prior or during to screen fabrication and installation.

## *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.

Attention should be given to the illustration of dewatering works happening well within the in-river working period (June – September) so as to allow for any unexpected weather or flow conditions.

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) 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.

## *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](mailto: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:

<b>Requirement</b>	<b>Information</b>
<b>Proof of suitable qualification</b>	Staffing arrangements (e.g. CV's) suitable for the technical engineering required.
<b>Capability Statement</b>	Organisation track record relevant to contract works and confirmation of ability to meet the contract requirements.
<b>Construction Method Statement</b>	Outline how this work will be undertaken with enough detail to convey competence and confidence in high quality delivery.
<b>SSIP / H&amp;S standards</b>	SSIP or equivalent certification or completed H&S Questionnaire demonstrating compliance.
<b>Programme / Construction Plan</b>	Timeframe of how this work will be undertaken with enough detail to convey competence and confidence in timely delivery.
<b>Completed and signed NEC4 Engineering and Construction Short Contract</b>	Formal signed offer.
<b>Current and relevant Insurance Certificates</b>	Current insurance certificates for Employer Liability, Professional Indemnity and Public Liability.
<b>Any other relevant supporting information</b>	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)
- Historic 1982 Weir construction drawings
- 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
- Flood Risk Assessment
- Planning Summary Document
- Bolham Weir Tree Report June 2024