

**Contract
For
Premises and Paving Works at
Paddington H & C Station
Cleshar Contract Services Limited**



London Underground Limited



Paddington H & C Premises & Paving Works

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		APPENDIX M	APPENDIX M – NOWRI
		APPENDIX N	APPENDIX N – DAILY LOG / SHIFT REPORT
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Consolidated list of CD's

CD -1 PIP1140 – Contract Ref 3100558666 – Premises and Paving Fit Out

Appendix F, PMF Deliverables and Templates

Item	Reference	Description	Date
1	PD-10799	Concessions Request (Stages 2 – 5)	March 2011
2	F-10847	Concession Request Template	20/07/12
3		ARM / Risk Register	See Appendix E
4	PD - 10821	Issues Register (Stages 1 - 6)	March 2010
5	F- 10652	Issues Register Template	
6	PD-10698	Operational Assurance Notification (OAN) (1-538) (Stage 2-5)	March 2010
7	PD-10747	Verification & Validation Plan (Stages 2 – 4)	March 2010
8	PD-10806	Verification & Validation Report (Stages 4-5)	March 2010
9	PD-10741	EMC Technical File (Stages 2 – 5)	March 2010
10	F-10687	EMC Technical File Template	Undated
11	PD-10648	Power Loading Application (Stages 2-5)	May 2011
12	PD-10721	Site Survey (Stages 1-5)	March 2010
13	F-10712	Survey Reporting Form	
14	PD-1074-	Safe Load Assessment (Stage 2-4)	July 2012
15	F-10669	Safe Load Assessment AIP Template	Undated
16	F-10667	Safe Load Assessment Report Template	Unndated
17	PD-10795	Cutting, Drilling & Fixing Assessment (Stages 3–5)	March 2012
18	F-10571	Record for cutting, grinding, drilling, fixing to and supporting from existing structures	July 2010
19	PD-10725	Track Clearance Approval (Stages 3-4)	February 2011
20	F-21045	Track Clearance Approval Template	
21	PD-10642	Conceptual Design Statement (CDS) (1-538) (Stage 3)	March 2012
22	F-10382	Template: Conceptual Design Statement – Civils & Premises	Undated
23	PD-10677	Design Check Certificates (1-538) (Stage 4)	March 2012



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24	PD-10689	Bb224 Fire Compliance Submission (Stages 3 -5)	March 2010
25	PD-10859	Asset Register Change Submission (Stages 4-5)	July 2012
26		Asset Schedule List - Electrical	Undated
27	PD - 10637	Snagging Register / Defects (Stages 5 -6)	March 2012
28		Snagging Register Template: Snagg / Defects Log	Undated
29		Mandatory Asset Information Deliverables (MAID)	See Appendix D
30	PD-10643	Safe System of Work (Stages 2 – 5)	March 2010
31	F-10739	Safe System of Work Template	
32	F-10721	Task Briefing Sheet	
33	F-1026	Manual Handling Risk Assessment Form	June 2012

Appendix I – Accessing the Management System Library

Item	Reference	Description	Date
1	G1138	Guidance Document: Accessing the Management System Library	19/09/2011

Appendix J – Traffic Management Plan

Item	Reference	Description	Date
1	PIP-TMP-001	Carillion Infrastructure Traffic Management Plan For the C272 Paddington Integration Project (PIP) Phase 2	14/12/10
2	PIP-1140-PLN-008	Traffic Management Plan Final Fit Out	21/09/12

CD - 2 PIP1140 – Contract Ref 3100558666 – Premises and Paving Fit Out -Part 2 Contract Drawings and Specifications, As per list at Part 2



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CD - 3 PIP1140 – Contract Ref 3100558666 – Premises and Paving Fit Out -Part 3 Site Information
HSE Appendices:

Site Waste Management Plan

Item	Reference	Description	Date
1	C131-URS-T1-STP-B071-00005	Paddington (PIP) Final Fit Out Site Waste Management Plan (SWMP)	May 2012

Site Layout Drawings

Item	Reference	Description	Date
1	1W0000-C1G04-U00-P-50023	PIP Compound Area Site Deliveries	23/12/09
2	C131-MMD-A-DDL-B071_2-62101	LUL Paddington H & C Station Platform Level General Arrangement Plan LU Station – Final Scheme	08/06/11
3		Sketch: CRL-LU FFO – 01 LU PC Area (From 5 Jan 2013) Basement Access to BOH / Concourse / Mezz Level	
4		Sketch: CRL-LU FFO-02 LU PC Area (From 5 Jan 2013) BOH – Concourse Level	

3.1 Construction Phase Plan

Item	Reference	Description	Date
1	PIP-1140-CNT-0045	Construction Phase Plan	26/09/12



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3.2 Pre Construction Information

Item	Reference	Description	Date
1	PIP-1140-CNT-0044	Health, Safety and Environment Pre-Construction Information	26/09/12

Appendix D Asbestos Survey Reports

Item	Description	Reference	Date
1	Asbestos Survey Type II Paddington Station Hammersmith & City Works Platform 15 & 16	Report No. 4RS-DR-080404-R195826 Rev 1	24/11/08
2	Asbestos Survey Type III Specific Areas Only Paddington Suburban Station	Report No. 4RS-RW-080798-R205176	08/04/12
3	Type 2 Asbestos Survey of Paddington Station Proposed Trackside Electrical Equipment Work, LUL Connect Project	Report No: 4RS-AM-034740-R40376	23/05/12

Appendix E HSE File Information

Hex Immunisation

Item	Description	Reference	Date
1	Project Specific Health & Safety File, Location BRS Code M172, Paddington to Royal Oak, X093	M172 / X093	14/07/98
2	Project Specific Health & Safety File,	M171 / X093	14/07/98



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	Location BRS Code M171, Paddington Station Met, X093		
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Information Booth

Item	Description	Reference	Date
3	Copy of e mail sent from the Principal Contractor, Subject; Asbestos at Paddington Information Booth	Email from Alan Rickerty sent 07/05/10 to John Tonry	07/05/10
	Electrical Services Small Power Layout Drawing Final		
	Electrical Services Elevation Details	SWN – M171 1341 – ELE D –ELV – x -50001	Mar 09
	Electrical Services Elevation Details	SWN – M171 1341 – ELE D –ELV – x -50002	Mar 09
	Electrical Services Lighting Layout	SWN – M171 1341 – ELE D –PLN – 2 - 50100	Feb 09
	Electrical Services Small Power Layout	SWN – M171 1341 – ELE D –PLN – 2 - 50200	Feb 09
	Electrical Services CMS Layout	SWN – M171 1341 – ELE D –PLN – 2 - 50300	Feb 09
	Electrical Services Sub Main Route and Elevation	SWN – M171 1341 – ELE D –PLN – X - 50001	Jul 09
	Refurbishment of Paddington Information Booth	SWN – M171 1341 – ELE D –SCH – X - 50001	Mar 09
	Refurbishment of Paddington Information Booth	SWN – M171 1341 – GEN D –OTH – X - 50001	Mar 09
	Refurbishment of Paddington Information Booth	SWN – M171 1341 – GEN D –OTH – X - 50002	Feb 09
	Site Waste Management Plan	YJLi-ENV-F05 Rev 02	30/08/09
	Kingfell Commissioning Certificate	1859-CC-FIR-NR111-43001	11/12/08
	Electrical Services Operations and Maintenance Manual	Margel/YJli/LUL/Padd/001	04/12/09
	Appendix E - Paddington Information Booth Drawing Register		
	Appendix F Red Line Drawings		



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	Appendix H Distribution Board Schedule and Asset Register		
	Appendix I 01 A Line Installation Instructions	21 LFT 15339 Issue 4	Jun 07
	Appendix I 02 Technical Data	PG0190000IU	August 2009
	Appendix I 03 MEM Enclosed Switchgear and Motor Control	PG0190000IU	August 2009
	Appendix I 04 HRC Cartridge Fuselinks	PG0190000IU	August 2009
	Appendix I 05 Crabtree Tech Data		
	Appendix I 07 Prsysmian Power Cables – Standard Power Cables Low Voltage (600 / 1000v)	BS 5467/06/01	
	Appendix I 08 A Line Polycarbonate Cover		October 2008
	Appendix I 10 Legrand Steel Primer Trunking Systems		
	Appendix I 11 Industrial Gland Kits	CW / 03 /07	
	Appendix I 12 Silver Series Lightspot	D 4067E	
	Appendix I 05 Trent Switches: Technical Data Sheet Trent Range Die Cast Enclosed section (25a – 40a)		
	Appendix I 14 Kopex Flexible Conduit: Kopex Technical Data Sheet		
	MSZ-FD 25 – 35VA Operation Manual	SG 79F 181H03	
	Health & Safety File: Paddington Information Booth – M171		30/06/10
	Define3d Type 3 Survey for Asbestos Materials & Lead in Paint Analysis	Report No. 71429-001	January 2009
	Waste Transfer Notes from Country style Recycling Ltd	042684 & 044112	30/09/09 & 02/11/09



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RVAR S7 Project

Item	Description	Reference	Date
	Project Completion & Handover Certificate; Stations Delivery Programme, RVAR S7 Project – Paddington (H&C) Station UIP 2048	STN-UIP2048-LUL-CTF-00011	05/01/11
	Health & Safety File Rail Vehicle Accessibility Regulations (RVAR) Solutions	STN-UIP2048-LUL-HSF-00000	16/05/11

Skanska

Item	Description	Reference	Date
	10054 SAT Inspection & Test Complete: Inspection & Test Record LV Feeder Pillar	10054	27/10/10
	20101112150204359: Schedule of Circuit Details for the Installation 20200982 - Master		
	3075-E001: Drawing Paddington Escape Bridge Lighting Lux Levels	E001	02/11/10
	3075-E002: Drawing 7 Car Extension Lighting Lux Levels	E002	02/11/10
	7 Car Bridge Test Cert: Electrical Installation Certificate	20200982 Master	28/10/10
	A053956-003-Platform Extension - Proposed – 9: Drawing	A053956 – 003 Rev 9	11/11/09
	A057389-E-28-2102: Drawing	A057389 – 2102 Rev 04	15/09/10
	A057389-E-28-2103: Drawing	A057389 – 2103 Rev 01	17/11/10
	A057389-E-28-2300: Drawing	A057389 – 2300 Rev 04	15/04/10
	A057389-E-28-2301: Drawing	A057389 – 2301 Rev 04	15/04/10
	7 car cert e brid: Emergency lighting	0202169	28/10/10



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	completion certificate		
	Feeder Pillar Earthing: Diagram	D004 A	Sep 2010
	As built 130211: As built drawings Paddington Bridge	GA01	02/06/10
		GA02	02/06/10
		GA03	02/06/10
		GA04	03/06/10
		GA05	07/05/10
		GA06	27/07/10
		GA07	24/08/10
		MP01	20/06/10
		MP02	20/06/10
		MP03	17/08/10
	DRG LIST;		
	GA01C Column Layout		
	GA02C Walkway and Landings		
	GA03C Sectional Views		
	GA04C Sectional Views		
	GA05B Elevations		
	GA06B Permanent Props		
	GA07H Escape Door		
	MP01D Marking Plan		
	MP02D Marking Plan		
	MP03A Marking Plan		
	Electrical Installation Certificate	20200982 Master	28/10/10

Pro - formas:

Item	Description	Reference	Date
	790B9D20: Asbestos Survey for Infraco SSL Limited at Paddington (City) Station	4697S01	14/07/02
	AC-11-42-02 Paddington: Asbestos	AC/11/42/02	17/01/11



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	Control Unit Form ACU1 (RINF) Asbestos Registration and Request for Information		
	Consented PIP Section 61 variation – 5: Variation from section 61 consent	C271/05	21/10/10
	Health – safety – environment policy: Health Safety & Environment Policy	1-01102-001 Issue No A3	Jan 2010
	QUENSH Menu: UIP 1140 Lift Procurement	1.552-A13	
	R195826. Rev 1; Asbestos Survey Report, See Appendix D item 1	Report No. 4RS-DR-080404-R19526 Rev 1	24/11/08
	R195826: Asbestos Survey Report	Report No. 4RS-DR-080404-R19526	21/10/08
	Section 61 – Example previous accepted: Control of Pollution Act 1974, s. 61, Prior Consent in respect of Works on Construction Sites	09/34432/ENCP61/09/00608/CP61C	15/05/09
	Template for supply chain HSE reporting: Periodic Supplier SQE Report		

18/09/09 Boon Drawings

Item	Description	Reference	Date
	Paddington Canopy.007 – Bracket: Drawing Proposed Bracket Fixing to Temporary Canopy	007	Aug 09
	Paddington E9.008 – Switchgear Plan: Drawing New E9 Elevation and Side View Reconfigured Switchgear	008	Aug 09
	Paddington Integrated Project Feeder Pillar 004 – FEEDER PILLAR: Drawing New Feeder Pillar for Escape Staircase	004	Aug 09



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Boon (WYG) – Containment CMS Drawings 13/01/10

Item	Description	Reference	Date
	A057389-E-28-2500: Drawing Primary Containment Routes Platform 15 & 16	2500 Revision 05	05/08/09
	A057389-E-28-2508: Drawing Primary Containment Routes CER and Electrical Equipment Room	2508 Rev 06	25/09/09
	A057389-E-28-2509: Drawing Paddington Integrated Project Enabling Works	2509 Rev 00	11/01/10

Electrical Design

Item	Description	Reference	Date
	A053956-E-28-2000-Rev A: Drawing Existing and Proposed Main and Sub Main Schematic	2000 Revision A	22/06/09
	A053956-E-28-2200-Rev B: Drawing Proposed Small Power Layout Sheet 1	2200 Revision A	20/04/09
	A053956-E-28-2201-Rev B: Drawing Proposed Small Power Layout Sheet 2	2201 Revision A	20/04/09
	A053956-E-28-2300-Rev A: Drawing Proposed Comms, CCTV and pa systems layout sheet 1	2300 Revision A	22/04/09
	A053956-E-28-2301-Rev A: Drawing Proposed Comms, CCTV and pa systems layout sheet 2	2301 Revision A	22/04/09

Emergency Lighting and Fire Alarm and Proposed Containment

Item	Description	Reference	Date
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	SKANSKA CC042 – Drawings for approval emergency lighting fire alarm and containment systems; Contractors Communication; list of drawings	PSEF 0337	19/05/09
	A053956-E-28-2100 Rev D: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout	2100 Revision D	20/04/09
	A053956-E-28-2101 Rev D: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout sheet 2	2101 Revision D	20/04/09
	A053956-E-28-2500 Rev E: Drawing Proposed Containment Layout Sheet 1	2500 Revision E	20/04/09
	A053956-E-28-2501 Rev E: Drawing Proposed Containment Layout Sheet 2	2501 Revision E	20/04/09
	PSEF0337 – MR Review log – 190509:		
	A053956-E-28-2502 Rev D; Drawing Typical proposed containment sections B-H	2502 Revision D	20/04/09
	A053956-E-28-2503 Rev B; Drawing Typical proposed containment sections J-R	2503 Revision B	15/05/09
	A053956-E-28-2100: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout sheet 1	2100 Revision A	22/04/09
	A053956-E-28-2101: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout sheet 2	2101 Revision A	22/04/09
	A053956-E-28-2500 Rev B	2500 Revision B	22/04/09



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	(22.04.09): Drawing Proposed Containment Layout Sheet 1		
	A053956-E-28-2501 Rev B (22.04.09): Drawing Proposed Containment Layout Sheet 2	2501 Revision B	22/04/09
	A053956-E-28-2502 Rev B (22.04.09): Drawing Typical Proposed Sections	2502 Revision B	22/04/09
	A053956-E-28-2200 Rev C: Drawing Proposed Small Power Layout Sheet 1	2200 Revision C	20/04/09
	A053956-E-28-2201 Rev C: Drawing Proposed Small Power Layout Sheet 2	2201 Revision C	20/04/09
	A053956-E-28-2300 Rev A: Drawing Proposed Comms, CCTV and pa systems layout sheet 1	2300 Revision A	22/04/09
	A053956-E-28-2301 Rev B: Drawing Proposed Comms, CCTV and pa systems layout sheet 2	2301 Revision B	22/04/09
	A053956-E-28-2504 Rev A: Drawing Over Track Crossing Proposed Containment Systems	2504 Revision A	09/06/09
	PSEF0337 – MR – RVIEW LOG – 100609 rev C:		
	A053956-E-28-2000 Rev B: Drawing Existing and proposed main and sub main and earthing schematic	2000 Revision B	22/05/09

Information Booth Drawings 24.09.09

Item	Description	Reference	Date
1	auk-m171-1341-arc-d-elv-2-00009 F:	AUK-M171-1341-ARC-DRW-00009 Revision	10/09/09



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	Drawing Refurbishment of Information Booth Supervisors Office Elevations	F	
2	auk-m171-1341-arc-d-elv-2-00010 E: Drawing Refurbishment of Information Booth Information Booth Elevations	AUK-M171-1341-ARC-DRW-00010 Revision E	10/09/09
3	SWM-M171-1341-ELE-D-ELV-X-50001: Drawing Refurbishment of Paddington Information Booth Electrical Services Elevation Details	SWM-M171-1341-ELE-D-ELV-X-50001 Revision 3	July 09
5	SWM-M171-1341-ELE-D-ELV-X-50002: Drawing Refurbishment of Paddington Information Booth Electrical Services Elevation Details	SWM-M171-1341-ELE-D-ELV-X-50002 Revision 2	July 09
5	swn-m171-1341-ele-d-pln-2-50100: Drawing Refurbishment of Paddington Information Booth Electrical Services Lighting Layout	swn-m171-1341-ele-d-pln-2-50100 Revision 3	July 09
6	swn-m171-1341-ele-d-pln-2-50200: Drawing Refurbishment of Paddington Information Booth Electrical Services Small Power Layout	SWN-M171-1341-ELE-D-PLN-2-50200 Revision 3	July 09
7	swn-m171-1341-ele-d-pln-2-50300: Drawing Refurbishment of Paddington Information Booth Electrical Services CMS Layout	SWN-M171-1341-ELE-D-PLN-2-50300 Revision 3	July 09
8	SWM-M171-1341-ELE-D-PLN-X-50001: Drawing Refurbishment of Paddington Information Booth Electrical Services Sub Main Route and Elevation	SWM-M171-1341-ELE-ELV-X-50001 Revision 2	July 09
9	SWM-M171-1341-ELE-D-SCH-X-50001: Drawing Refurbishment of	SWM-M171-1341-ELE-SCH-X-50001 Revision 2	July 09



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	Paddington Information Booth Distribution Schematic Elevation		
10	swn-m171-1341-gen-d-oth-x-50001: Drawing Refurbishment of Paddington Information Booth Electrical Services Standard Symbols Sheet 1 of 2	SWM-M171-1341-GEN-D-OTH-X-50001 Revision 2	July 2009
11	swn-m171-1341-gen-d-oth-x-50002: Drawing Refurbishment of Paddington Information Booth Electrical Services Standard Symbols Sheet 2 of 2	SWM-M171-1341-GEN-D-OTH-X-50002 Revision 2	July 2009

Transport for London

London Underground Ltd



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Volume 1 – Contract Terms and Conditions

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

1.1 Form of Agreement

**WORK PACKAGE
BETWEEN
LONDON UNDERGROUND LIMITED
AND
CLESHAR CONTRACT SERVICES LIMITED
FOR
THE
PROVISION OF
FINAL FIT OUT WORKS AT PADDINGTON STATION**

**ECC Option A Priced contract with activity schedule (as amended)
Consolidated Version**

These conditions are based on the NEC family of contracts,
the copyright of which belongs to the Institution of Civil Engineers

CONTRACT NUMBER 3100558666

THIS AGREEMENT is made the ¹⁵ day of January 2013

BETWEEN:

- (1) **LONDON UNDERGROUND LIMITED**, registered under Company Number 01900907 whose registered office is at 55 Broadway, London SW1H 0BD ("the *Employer*" which expression shall include its successors in title and assigns); and
- (2) **CLESHAR CONTRACT SERVICES LIMITED** a company registered under number 02742648 whose registered office is at Heather Park House, North Circular Road, Stonbridge, London, NW10 7NN ("the *Contractor*").

WHEREAS:

- (A) This Agreement is made pursuant to a framework agreement between the Parties relating to the provision of Station Enhancement Trade Packages for mechanical works dated 24 August 2010.
- (B) The *Employer* wishes to have provided final fit out works at Paddington Station and all associated and incidental works and services which the *Contractor* is obliged to perform under the provisions of this contract ("the *works*").
- (C) The *Employer* has accepted a tender by the *Contractor* for the construction of the *works* and correction of Defects therein in accordance with the *conditions of contract* (as defined in the Contract Data and amended).

NOW IT IS AGREED THAT:

1. Terms and expressions defined in (or definitions referred to in) the *conditions of contract* have the same meanings herein.
2. The *Contractor* Provides the Works in accordance with the *conditions of contract*.
3. The *Employer* pays the *Contractor* the amount due in accordance with the *conditions of contract*.
4. The documents forming the contract are:
 - (a) this Form of Agreement duly executed by the Parties as a deed;
 - (b) the attached Contract Data Part 1;
 - (c) the *conditions of contract* ;
 - (d) main Option clause A (as amended) consolidated into the *conditions of contract*;
 - (e) Option W2 (as amended);
 - (f) the following secondary Option clauses:

Option X2 - Changes in the law (as amended)

Option X4 - Parent company guarantee (as amended)

Option X5 - Sectional Completion

Option X7 - Delay damages (as amended)

Option X13 - Performance bond

Option X16 - Retention (as amended)

Option X18 - Limitation of liability (as amended)

Option Y(UK)2 - Housing Grants, Construction and Regeneration Act 1996 (as amended)

Option Z - *Additional conditions of contract*

(h) Shorter Schedule of Cost Components (as amended and including Supplementary Notes);

(i) the following documents:

- the General Works Information contained in volume 2 section 1 of this contract;
- the Specific Works Information contained in volume 2 section 2 of this contract;
- the Site Information contained in contained in volume 2 section 3 of this contract;
- Schedules 1 (Performance Bond), 2 (Parent Company Guarantee), 3A (Form of Warranty from Subcontractor to *Employer*) 5 (Corporate IPR), 7 (Form of Deed of Novation Agreement), 10 (Responsible Procurement) and 11 (Master Projects Database Desk Reference) contained in section volume 1 of this contract;
- the Site Waste Management Plan contained in volume 2 section 2 of this contract; and
- the QUENSH Conditions Contract Menu contained in volume 2 section 2 of this contract

(j) the attached Contract Data Part 2.

5. Where there is any discrepancy or conflict within or between the documents forming the contract the order of priority shall be as follows:

- | | | |
|--------|---|---|
| First | : | This Form of Agreement; |
| Second | : | The <i>conditions of contract</i> (including any references to the Contract Data and any necessary parts of the Works Information referred to therein); |
| Third | : | The Specific Works Information; |
| Fourth | : | The General Works Information; and |
| Fifth | : | any other documents included in this contract. |

This Agreement has been signed for and on behalf of the Employer and the Contractor the day and year written above.

Signed by
for and on behalf of
The Employer

)
[Redacted Signature]

Signature

.....
SUE BARRETT
Print name and position HEAD OF COMMERCIAL STATIONS
Date 15/1/13

Witness

[Redacted Signature]

Signature

.....
ASHWIN SHAM
Print name
Date 15/1/13

Signed by
for and on behalf of
The Contractor

)
[Redacted Signature]

Signature

.....
TRICIA G. O'NEIL (COMMERCIAL DIRECTOR)
Print name and position
Date 10.01.13

Witness

X
[Redacted Signature]

Signature

.....
STEVEN DAVIS (CONSTRUCTION DIRECTOR)
Print name
Date 10.01.13

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

1.2 Contract Data - Part One

CONTRACT DATA – PART ONE

CONTRACT DATA

Part One – Data provided by the Employer

Statements given in all contracts

1. General
 - The *conditions of contract* are the core clauses and the clauses for main Option A , dispute resolution Option W2 and secondary Options X2, X4, X5, X7, X13, X16, X18, and Y(UK)2 of the NEC3 Engineering and Construction Contract June 2005 (with amendments June 2006) as amended in each case in accordance with secondary Option Z contained in the Station Enhancement Trade Package framework agreement between the Parties for general building and premises works dated 24 August 2010.
 - The *works* are general building and premises works for the Integrated Project Final Fit Out Scheme at Paddington Station, in accordance with and as more fully described in the Works Information
 - The *Employer* is

Name: **London Underground Limited**

Address: 55 Broadway, London SW1H 0BD
 - The *Project Manager* is

Name: **Ashraf Hussain**

Address: Room 3.03, Block A,

McMillan House, Paddington Station,

London, W2 1FT
 - The *Supervisor* is

Name: **Jonathan Roberts**

Address: Room 3.03, Block A,

McMillan House, Paddington Station,

London, W2 1FT

- The Works Information is in :
 - General Works Information is located in Volume 2 Section 1
 - Specific Works Information is located in Volume 2 Section 2
 - The Site Information is in the Specific Works Information in Volume 2 Section 2 Part 3
 - The *boundaries of the site* are as shown on the Site Layout drawings in The Site Information .
 - The *language of this contract* is **English**
 - The *law of the contract* is the **law of England**
 - The *period for reply* is **2 weeks**
 - The *termination threshold value* is **10%** of the tendered Total of the Prices
 - The *value engineering ratio* is
 - Employer* **50%**
 - Contractor* **50 %**
 - The following matters will be included in the Risk Register:
 - All items listed in the Contract Risk Register in Appendix E of the Specific Works Information.
3. Time
- The *starting date* is: **19 December 2012**
 - The *access date* is: **22 January 2013**
 - The *Contractor* submits revised programmes at intervals no longer than **4 weeks**
4. Testing and Defects
- The *defects date* is **52 weeks** after Completion of the whole of the works
 - The *defect correction period* is **4 weeks**
5. Payment
- The *currency of this contract* is the **Pound Sterling**
 - The *assessment interval* is **4 weeks**
 - The *interest rate* is **2%** per annum above the base rate of the Bank of England.
6. Compensation events
- The place where weather is to be recorded is **the Site**.

- The *weather measurements* to be recorded for each calendar month are
 - the cumulative rainfall (mm)
 - the number of days with rainfall more than 5 mm
 - the number of days with minimum air temperature less than 0 degrees Celsius
 - the number of days with snow lying at 09:00.hours GMT
- The *weather measurements* are supplied by the Met Office, Fitzroy Road, Exeter EX1 3PB
- The *weather data* are the records of past *weather measurements* for each calendar month which were recorded at the Site and which are available from the Met Office, Fitzroy Road, Exeter EX1 3PB.

8. Risks and insurance

- The minimum limit of indemnity for insurance in respect of all risks of loss of or damage to (not excluded by the terms and conditions of the policy) the *works* and Plant and Materials, temporary works (i.e. works erected or constructed for the purpose of making possible the erection or installation of the *works*), Equipment temporary buildings and other property owned by or supplied by the *Employer* is the **tendered total of the prices plus the replacement cost of Equipment, etc, as defined.**
- The minimum limit of indemnity for insurance in respect of sums for which the insured shall become legally liable to pay as damages in respect of death of or injury or illness or disease to third parties and/or loss of or damage to third party property, obstruction, loss of amenities, trespass, nuisance or any like cause happening during the period of insurance and arising out of or in connection with this contract is **£10,000,000 (ten million pounds).**
- The minimum limit of indemnity for insurance in respect of death of or bodily injury or illness sustained by employees of the *Contractor* arising out of or in the course of their employment in connection with this contract or the Project is **not less than £10,000,000 (ten million pounds).**
- The minimum limit of indemnity for insurance in respect of any expense, liability, loss claim or proceedings which the *Employer* incurs or sustains by reason of injury, loss of or damage to any property other than the *works*, Site materials or existing property of the *Employer* caused by collapse, subsidence, heave, vibration, weakening or removal of support or lowering of ground water arising out of or in the course of carrying out the *works* is **£10,000,000 (ten million pounds).**
- The minimum limit of indemnity for insurance in respect of negligence omission or default in respect of design of the *works* or other professional services for which the *Contractor* or its Subcontractors is responsible is **£2,000,000 (two million pounds) for each and every claim** and in the aggregate per annum.

- The minimum limit of indemnity for insurance, in respect of loss of or damage to constructional plant, tools, equipment, temporary buildings (including contents therein) belonging to or the responsibility of the *Contractor* is **the replacement cost**.
- The *completion date* for the whole of the *works* is **11 February 2014**.
- The *Contractor* is to submit a first programme for acceptance within **2 weeks** of the Contract Date.
 - The *key dates and conditions* to be met are

<i>condition to be met</i>	<i>key date</i>
1. P4970 Premises Installation Complete – Basement Level	29 April 2013
2. P3950 Premises Installation Complete – Platform Level	26 July 2013

CDM Regulations 2007

The Principal Contractor is: **the Employer**

Where the *Contractor* is not a Principal Contractor, he will be a “Contractor” as defined in the CDM Regulations 2007.

The CDM Co-ordinator is: **the Employer**

- The following are additional *Employer's* risks
 1. **The non-provision or availability of Protection resources** to enable working on platforms or trackside on the site, only to the extent that the Contractor has fully met the obligations placed on him by the requirements of the Works Information in notifying and advising of his requirement for the provision of Protection.
 2. **Frustrated Access**, only to the extent that the Contractor has fully met the obligations placed on him by the requirements of the Works Information and most particularly those in relation to the Access Plan and the Frustrated Access procedure.

Option X5

- The *completion date* for each *section* of the *works* is

<i>section description</i>	<i>completion date</i>
1. P1490 Completion of Blockwork and Penetrations – Concourse Level	20 March 2013
2. P3750 Completion of Blockwork and Penetrations – Mezzanine Level	20 March 2013
3. P2060 Install POM frame	17 October 2013
4. P3340 Premises Installation Complete – Mezz Level	6 September 2013
5. A4810 Delivery into Service – Mezz/Concourse/Platform/Stairs	16 November 2013
6. Completion of Platform 15 and 16 Paving	16 November 2013

Option X7

- Delay damages for Completion of the whole of the *works* are **£3,855 (three thousand eight hundred and fifty five pounds)** per calendar day
- Delay damages for each *section* of the *works* are

<i>section description</i>	<i>amount per calendar day</i>
7. P1490 Completion of Blockwork and Penetrations – Concourse Level	£2,000
8. P3750 Completion of Blockwork and Penetrations – Mezzanine Level	£2,000
9. P2060 Install POM frame	£2,000
10. P3340 Premises Installation Complete – Mezz Level	£2,000
11. A4810 Delivery into Service – Mezz/Concourse/Platform/Stairs	£3,855

Option X13

- The amount of the performance bond is **10%** of the Total of the Prices

Option X16

The *retention free amount* is **NIL**.

- The *retention percentage* is **5%**.

Option X18

- The *Contractor's* liability to the *Employer* for indirect or consequential loss is **unlimited**.
- For any one event, the *Contractor's* liability to the *Employer* for loss of or damage to the *Employer's* property is **£2,000,000 (two million pounds)**.
- The *Contractor's* liability for Defects due to his design which are not listed on the Defects Certificate is **unlimited**.
- The *Contractor's* total liability to the *Employer* for all matters arising under or in connection with this contract, other than excluded matters is **unlimited**.

Option Z

- Refer to **Section 3.2.4 Contract clauses – with Z clauses consolidated** for the *additional conditions of contract*. These are the amendments to core, main and secondary option clauses and additional conditions of contract annexed to the Form of Agreement.

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Paddington H & C Premises & Paving Works

1.3 Contract Data – Part Two

CONTRACT DATA – PART TWO

Part Two – Data provided by the Contractor

Statements given in all contracts

- The *Contractor* is

Name: ...Cleshar Contract Services Ltd

Address: Heather Park House, North Circular Road, Stonebridge, London NW10 7NN.

- The *direct fee percentage* is [REDACTED]
- The *subcontracted fee percentage* is [REDACTED]
- The *working areas* are the Site and Contractors Head Office
- The *key people* are:

(1) Name...Kevin Larkin

Job...Project Manager.

Responsibilities...See attached CV's

Qualifications...See attached CV's

Experience

(2) Name...Malcolm Bell

Job...Site Manager

Responsibilities... See attached CV's .

Qualifications... See attached CV's

Experience

- The following matters will be included in the Risk Register:

Not Applicable

- The *activity schedule* is... 'PIP FFO Activity Schedue Premises' and 'PIP FFO Activity Schedule Paving (EH)'
- The tendered total of the Prices is £1,826,858.01 inclusive of an option for Paving

Data for the Shorter Schedule of Cost Components

- The percentage for people overheads is.. [REDACTED]
- The published list of Equipment is the last edition of the list published by

Civil Engineering Contractors Association – using “Schedules of Dayworks carried out incidental to Contract work” – for the plant only (which the NEC3 describes as Equipment)

- The percentage for adjustment for Equipment in the published list is

..... [REDACTED] (state plus or minus).

- The rates for other Equipment are

Equipment	Size or capacity	rate
.....
.....
.....
.....

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

1.4 – NEC 3 Engineering Condition of Contract with Z Clause Amendments

As Per Framework Agreement, Copies Not included available for reference with the Framework Agreement Contract Number 1287/1 dated 24 August 2010

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London Underground Ltd



Paddington H & C Premises & Paving Works

1.5 – Schedules

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London Underground Ltd



Paddington H & C Premises & Paving Works

Schedule 1 – Form of Performance Bond

As Per Framework Agreement, Copies Not included available for reference with the Framework Agreement Contract Number 1287/1 dated 24 August 2010

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Paddington H & C Premises & Paving Works

Schedule 2 – Parent Company Guarantee

As Per Framework Agreement, Copies Not included available for reference with the Framework Agreement Contract Number 1287/1 dated 24 August 2010.

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Paddington H & C Premises & Paving Works

Schedule 3 – Subcontractor Warranties

As Per Framework Agreement, Copies Not included available for reference with the Framework Agreement Contract Number 1287/1 dated 24 August 2010

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Paddington H & C Premises & Paving Works

Schedule 5 – Corporate IPR

As Per Framework Agreement, Copies Not included available for reference with the Framework Agreement Contract Number 1287/1 dated 24 August 2010

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London Underground Ltd



Paddington H & C Premises & Paving Works

Schedule 10 – Responsible Procurement

As Per Framework Agreement, Copies Not included available for reference with the Framework Agreement Contract Number 1287/1 dated 24 August 2010



Paddington H & C Premises & Paving Works

1.6A – Activity Schedule

Premises including the option for platform paving works

Premises:

Item	Reference	Description	Date
1		Activity Schedule for Premises Works	
2		Activity Schedule Premises FFO – Detailed breakdown	

Platform Paving

Item	Reference	Description	Date
1		Activity Schedule Option for Paving Works	
2		Activity Schedule Paving Table 2: SCHEDULE OF RATES Engineering Hours Working)	

Station	Paddington Integrated Project
Activity Schedule Reference	Premises Works Activity Schedule Contract
Submitted By	

Cleshar									
Ref	Activity Code	Description	Quantity	Unit	Material Rate	Labour Rate	Material sum	Labour sum	Total Sum
1.0		Activity Schedule Works							
		PRELIMINARIES							
		Project Management							
1.1		a - Project Manager							
1.2		b - Engineering Manager							
1.3		c - Site Manager							
1.4		d - Quantity Surveyor							
1.5		e - Planner							
1.6		f - Health & Safety Manager							
		Others: Security excluding 3 month period during Crossrail works (C272)							
1.8		Temporary works and services							
1.9		Lighting - included in Temporary site services above							
1.10		Power - included in Temporary site services above							
1.11		Hoisting and Cranage (Operatives, Materials and Plant)							
1.12		Maintenance of site							
1.13		Site clearance							
1.14		Insurance							
1.15		Performance Bond							
		Others							
Sub-total 1 (Preliminaries)									£396,320.48

Station	Paddington Integrated Project
Activity Schedule Reference	Premises Works Activity Schedule Contract
Submitted By	

Cleshar									
Ref	Activity Code	Description	Quantity	Unit	Material Rate	Labour Rate	Material sum	Labour sum	Total sum
2.0		<u>SITE SETUP</u>							
2.1		Site set Up (welfare facilities etc) Inc. Site Protection & Enabling							
2.2	PXXX	Waste Removal							
2.3	PXXX	Removal of site welfare facilities and make good area Others:Hoarding to Site Compound							
Sub-total 2 (Site Setup)									£49,159.85

Station	Paddington Integrated Project
Activity Schedule	Premises Works Activity Schedule
Reference	Contract
Submitted By	

Cleshar

Ref	Activity Code	Description	Quantity	Unit	Material Rate	Labour Rate	Material sum	Labour sum	Total Sum
3.0		CONCOURSE LEVEL							
		Blockwork (Premises)							
3.1	PXXX	Install Blockwork and Windposts							
3.2	PXXX	Door Linings							
3.3	PXXX	Render Blockwork							
3.4	PXXX	Penetrations							
3.5	PXXX	Completion of Blockwork and Penetrations (Milestone)							
		Others							
		General Areas							
3.6	PXXX	General flooring							
3.7	PXXX	Fire Stopping							
3.8	PXXX	Final Finishes (painting etc.)							
3.9	PXXX	Ceilings							
3.10	PXXX	Doors (sets/ironmongery)							
3.11	PXXX	Signage							
3.12	PXXX	Premises Installation Complete - Concourse Level							
		Key suiting							
		Kitchen							
3.13	PXXX	Install Kitchen Units and Tiling							
		Toilet/Shower							
3.14	PXXX	Tiling Finishes							
		SOR							
3.15	PXXX	SOR Glazing							
3.16	PXXX	Install SOR Desk							
		POM Suite							
3.17	PXXX	Raised Floor & POM Plinth							
3.18	PXXX	Install POM Frame							
		Others							
		Booking Hall Area Behind Hoarding							
3.19	PXXX	Tiling Behind Hoarding							
3.20	PXXX	Removal of Hoarding							
3.21	PXXX	Cladding to BOH Concourse Facing Wall							
3.22	PXXX	Tiling in Area of Hoarding							
		Others							
Sub-total 3 (Concourse Level)									£636,399.92

Station	Paddington Integrated Project
Activity Schedule Reference	Premises Works Activity Schedule Contract
Submitted By	

Clashar

Ref	Activity Code	Description	Quantity	Unit	Material Rate	Labour Rate	Material sum	Labour sum	Total sum
4.00		<u>DECOMMISSIONING TOILET/CREATE PAPER STORE</u>							
4.1	PXXX	Make good decoration							
Sub-total 4 (Toilet decommissioning)									
5.0		<u>MEZZANINE LEVEL</u>							£550.00
Blockwork (Premises)									
5.1	PXXX	Install Blockwork and Windposts							
5.2	PXXX	Door Linings							
5.3	PXXX	Render Blockwork							
5.4	PXXX	Penetrations in Blockwork							
5.5	PXXX	Completion of Blockwork and Penetrations - Mezz Level							
5.6	PXXX	Fire Stopping							
5.7	PXXX	Final Finishes (painting etc.)							
5.8	PXXX	Ceilings: Included Elsewhere							
5.9	PXXX	Flooring							
5.10	PXXX	Doors (sets/ironmongery)							
5.11	PXXX	Signage							
5.12	PXXX	Key Suiting							
5.13	PXXX	Premises Installation Complete - Mezz Level Others							
Sub-total 5 (Mezzanine Level)									
6.0		<u>BASEMENT</u>							£120,188.36
Blockwork									
6.1	PXXX	Install Blockwork and Windposts							
6.2	PXXX	Penetrations in Blockwork							
6.3	PXXX	Blockwork and Penetrations Complete -Basement level							
General Premises Works									
6.4	PXXX	Install Doors							
6.5	PXXX	Signage							
6.6	PXXX	Key suiting							
6.7	PXXX	Premises Installation Complete - Basement level Others - Final wearing course to compound area once works are complete; not exceeding 25mm thick							
Sub-total 6 (Basement)									
									£35,694.50

Station	Paddington Integrated Project
Activity Schedule	Premises Works Activity Schedule
Reference	Contract
Submitted By	

Cleshar

Ref	Activity Code	Description	Quantity	Unit	Material Rate	Labour Rate	Material sum	Labour sum	Total Sum
7.0		<u>PLATFORM LEVEL</u>							
		Enabling works							
7.1	PXXX	Erect Hoarding							
7.2	PXXX	Demolish Switchroom E12							
7.3	PXXX	Foundations							
7.4	PXXX	Make good platform at east end (E12 Area)							
		<u>Stairs and Platforms Works</u>							
7.5	PXXX	Excavate and Construct New Foundations							
7.6	PXXX	Install New Blockwork							
7.7	PXXX	Make New Penetrations							
7.8	PXXX	Complete Canopy Steelwork							
7.9	PXXX	Install Drainage Channel							
7.10	PXXX	Install New Staircase							
7.11	PXXX	Install Doorsets							
7.12	PXXX	Tile Lobby Area and Staircase							
7.13	PXXX	Install Gladding							
7.14	PXXX	Complete Platform Ceiling							
7.15	PXXX	Install Handrails and Ballustrades							
7.16	PXXX	Install Skirting							
7.17	PXXX	Install Signage							
7.18	PXXX	Install Ceiling Grid							
7.19	PXXX	Install Doors							
7.20	PXXX	Key suiting							
7.21	PXXX	Complete Ceiling in Staircase and Lobby Area							
7.22	PXXX	Remove Hoarding							
7.23	PXXX	Make Good Platform Paving							
7.24	PXXX	Premises Installation Complete - Platform Level (incl OTX)							
		Others Post Addendum - Labour + plant only - CLG-12, CLG-15, CLG-16, CLG-17 & CLG-18							
Sub-total 7 (Platform Level)									£338,467.88
8.0		<u>INTEGRATED SYSTEMS TESTING AND COMMISSIONING</u>							
		Fixed price							
Sub-total 8 (Testing and Commissioning)									By others
									N/A

Station	Paddington Integrated Project
Activity Schedule	Premises Works Activity Schedule
Reference	Contract
Submitted By	

Cleshar

Ref	Activity Code	Description	Quantity	Unit	Material Rate	Labour Rate	Material sum	Labour sum	Total sum
9.0		<u>Decommission Information Booth</u>							
	PXXX	Premises Decommissioning of Info Booth (provisional sum)							By others
		Sub-total 9 (Info Booth Decomm)							N/A
		<u>Project Summary</u>							
		activity Ref 1.0							£396,320.48
		activity Ref 2.0							£49,159.85
		activity Ref 3.0							£636,399.92
		activity Ref 4.0							£550.00
		activity Ref 5.0							£120,188.36
		activity Ref 6.0							£35,694.50
		activity Ref 7.0							£338,467.88
		activity Ref 8.0							N/A
		activity Ref 9.0							N/A
		Grand Total							£1,576,780.99



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p
PRELIMINARIES					
Project Management					
1	a - Project Manager	1	item		
2	b - Engineering Manager	1	item		
3	c - Site Manager	1	item		
4	d - Quantity Surveyor	1	item		
5	e - Planner	1	item		
6	f - Health & Safety Manager	1	item		
7	g - Security - Excluding 3 Month Period during C272 Crossrail works - PTC 3 Applied	1	item		
8	Temporary works and services	1	item		
9	Lighting - included in Temporary site services above	1	item		
10	Power - included in Temporary site services above	1	item		
11	Access Scaffold, Hoisting, Plant and Cranage (Operatives, Materials and Plant)	1	item		
12	Maintenance of site	1	item		
13	Site clearance	1	item		
14	Insurance	1	item		
15	Performance Bond	1	item		
Page Total 1/1					£396,320.48



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
SITE SETUP					
1	Site set Up (welfare facilities etc) Inc. Site Protection & Enabling - - Excluding 3 Month Period during C272 Crossrail works - PTC 3 Applied	1	item		
	Hoarding to Site Compound - PTC 5 Applied				
	Waste Removal - PTC 21 Applied				
4	Removal of site welfare facilities and make good area	1	item		
Page Total 1/2					£49,159.85



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
CONCOURSE LEVEL					
Blockwork (Premises)					
1	Construct Blockwork walls - 140mm BLK-02	522	m2		
1	Infill Opening to concourse wall once works are complete - 140mm BLK-02	10	m2		
2	Install Windposts	1	item		
3	Thermal insulation to cavity masonry - INS-10 System (H92/566A) - Rockwool 100mm	70	m2		
4	INS-12 - Cavity Masonary Wall insulated closer	20	m		
5	Door Linings	1	item		
6	Render Blockwork	912	m2		
Pentrations including Lintels					
7	1, 2 - 400 x 350mm	2	nr		
8	3, 4 - 425 x 300mm	2	nr		
9	5, 6 - 425 x 300mm	2	nr		
10	8, 9 - 400 x 400mm	2	nr		
11	13 - 325 x 150mm	1	nr		
12	17 - 400 x 150mm	1	nr		
13	25 - 400 x 150mm	1	nr		
14	28 - 350 x 150mm	1	nr		
15	31 - 350 x 150mm	1	nr		
16	40 - 744 x 150mm	1	nr		
17	41 - 450 x 200mm	1	nr		
18	43 - 400 x 400mm	1	nr		
19	44 - 400 x 200mm	1	nr		
20	46 - 400 x 150mm	1	nr		
21	55 - 750 x 200mm	1	nr		
22	62, 70, 71 - 1300 x 300mm	3	nr		
23	63 - 500 x 300mm	1	nr		
24	64, 65 - 800 x 150mm	2	nr		
25	66 - 220 x 200mm	1	nr		
26	67 - 400 x 400mm	1	nr		
Page Total 1/3					£78,251.07



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p
<u>Penetrations including Lintels (Cont'd)</u>					
1	68 - 250 x 200mm	1	nr		
2	74 - 250 x 300mm	1	nr		
3	75 - 400 x 150mm	1	nr		
4	76 - 400 x 400mm	1	nr		
5	1 - 525 x 150mm	1	nr		
6	9 - 400 x 150mm	1	nr		
7	10, 12 - 901 x 300mm	2	nr		
8	13, 14 - 400 x 300mm	2	nr		
9	16, 17 - 467 x 300mm	2	nr		
10	19 - 450 x 450mm	1	nr		
11	20 - 450 x 450mm	1	nr		
12	21 - 450 x 150mm	1	nr		
13	22 - 400 x 150mm	1	nr		
14	23, 24, 25 - 532 x 725mm	3	nr		
15	26, 28 - 450 x 300mm	2	nr		
16	29 - 350 x 400mm	1	nr		
17	30, 31 - 625 x 150mm	2	nr		
18	32 - 550 x 450mm	1	nr		
19	34, 35 - 600 x 150mm	2	nr		
20	36 - 350 x 150mm	1	nr		
21	37 - 300 x 300mm	1	nr		
22	40 - 350 x 150mm	1	nr		
23	45 - 550 x 450mm	1	nr		
24	48, 49 - 450 x 300mm	2	nr		
25	51, 52 - 400 x 400mm	2	nr		
26	54 - 400 x 150mm	1	nr		
27	55 - 450 x 450mm	1	nr		
28	60 - 250 x 200mm	1	nr		
29	Completion of Blockwork and Penetrations (Milestone)	1	item		
Page Total 1/4					£3,349.28



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p
<u>General Areas</u>					
<u>General flooring</u>					
1	Screed to floors - M10/130B; ne 95mm deep	295	m2		
2	Rubber flooring tiles (Anti-slip) SF-01	265	m2		
3	Rubber skirting SF-02	267	m		
4	Stair 05 - Stair Thread Rubber Flooring Unit; SF-03	42	m		
5	Fire Stopping	1	item		
<u>Final Finishes (painting etc.)</u>					
7	Wall Painting	912	m2		
<u>Cellings</u>					
8	CLG-01 - 600 x 600 metal, lay-in, demountable ceiling system -acoustic. (Back of house staff rooms)	246	m2		
9	CLG-07 - 300 x 1800 mm metal, suspended, exposed T grids, swing down, demountable ceiling system acoustic . (Public concourse areas)	22	m2		
10	CLG-08 - Metal, suspended, solid panel and bulkhead panelling, ceiling system (as part of CLG-07) - public concourse areas	25	m		
11	Concourse, staff - INS-15 System (K40/286A) - Soffit thermal insulation to all rooms - Rockwool rigid board faced with Promatect HD Board	328	m2		
12	INS-16 - Soffit thermal insulation external to soffit above Eastbound H&C Line and Service Area	208	m2		
Page Total 1/5					£221,223.70



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p
<u>Install Doors including Ironmongery</u>					
1	D-C/103	1	nr		
2	D-C/104	1	nr		
3	D-C/105	1	nr		
4	D-C/106	1	nr		
5	D-C/107	1	nr		
6	D-C/108 - Adapt Existing	1	nr		
7	D-C/109 - Electrical Key Lock System By Others	1	nr		
8	D-C/110	1	nr		
9	D-C/113 - Adapt Existing	1	nr		
10	D-C/114	1	nr		
11	D-C/115	1	nr		
12	D-C/116	1	nr		
13	D-C/117	1	nr		
14	D-C/118	1	nr		
15	D-C/119	1	nr		
16	D-C/120	1	nr		
17	D-C/121	1	nr		
18	D-C/122	1	nr		
19	D-C/123 - Adapt Existing	1	nr		
20	D-C/124 - Adapt Existing	1	nr		
21	D-C/125	1	nr		
22	D-C/126	1	nr		
23	D-C/127	1	nr		
24	D-C/128	1	nr		
25	D-C/129	1	nr		
26	D-C/130	1	nr		
27	Signage	1	item		
<u>Premises Installation Complete - Concourse Level</u>					
28	Temporary Queing Barrier - BAL-11 System as N10/117A - retractable webbing style, post, wall mounted brackets	1	item		
Page Total 1/6					£66,057.71



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
	<u>Kitchen</u>				
	<u>Install Kitchen Units and Tiling</u>				
1	Concourse Level Room C-106 Cleaners Tea Room & C-120 Kitchen/Mess Rooms & C-116 SSO/Tea Point - Fixtures & Fittings.	1	item		
2	Concourse C-105 Cleaning Services Room - IWS-50 System (K10/160A) - British Gypsum studwork & Glasroc multiboard - (dwg C131-URS-P-DDD-B071_1-6004)	1	nr		
3	Concourse C-105 Cleaning Services Room - Fixures & Fittings. 1nr FX-46 Shelving System, SAN-50 - 1nr WHB & 1nr Belfast Sink	1	nr		
	<u>Toilet/Shower</u>				
	<u>Tiling Finishes</u>				
4	TIL-01 - Ceramic Wall tiles - Staff Room / WC's / Kitchen	105	m2		
6	HF-40 - Ceramic Floor Tiles (Public + Staff WC areas)	30	m2		
7	HF-41 - Ceramic Floor Skirting Tiles (Public + Staff WC areas)	12	m		
	<u>Sanitary Fittings</u>				
8	Concourse C-121 Male WC/Shower 7 C-122 Female WC/Shower; Sanitary ware etc	2	nr		
	<u>Partitions</u>				
9	Concourse Staff Male & Female WC's - IWS-40 System (K10/155A) - British Gypsum studwork & Glasroc multiboard - (dwg 1-65406)	2	nr		
10	Concourse Staff Male & Female WC's and Cleaning Services Rm - AH-30 System (K10/431A) - Stainless Steel side hung access hatch, with ceramic tile infil - 3no total required	3	nr		
	<u>SOR</u>				
11	Steel Structure / Insulation	1	item		
11	SOR Screen	1	item		
11	SOR External Worktop / Handrails	1	item		
11	Voice Transmission System	1	item		
11	Illuminated Signage Panel	1	item		
11	Stainless Steel Back Panels	1	item		
12	Install SOR Desk, Worktops & Cupboards	1	item		
	<u>POM Suite</u>				
	<u>Raised Floor & POM Plinth</u>				
13	RAF-01 - Raised access flooring system	32	m2		
14	POM machine Plinth	1	item		
15	POM Safe Plinth	1	item		
15	Installation of POM Drop Safe (Free Issue)	1	item		
16	Ramp from lobby to POM room	1	item		
17	Install POM Stainless Steel Surrounds	1	item		
17	Install POM Non-Illuminated Signage Panel	1	item		
	Page Total 1/7				£177,421.74



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p		
Booking Hall Area Behind Hoarding							
1	Tiling Behind Hoarding	34	m2				
2	Removal of Hoarding	1	item				
Cladding							
3	EWS-29 System - GRC wall & coved skirting panels (Approx 65m2 + 32m of Skirting)	1	item				
4	IWS-30 System - Stainless Steel Cladding system around Lift Door (H75/520A)	1	item				
5	EWS-30 System - Stainless Steel Rainscreen Cladding system (H92/116B)	1	item				
6	Thermal insulation to all cladding panels INS-05 System (H92/565A) Rockwool Duo-slabs 100mm thick - Not Located on Drawings	1	item				
7	IWS-03 - S.O.R. (Station Operations Room Window) Stainless Steel Framing (including Enquiries Window)	1	item				
8	IWS-05 - High Level Frieze within Station Concourse; 36m	1	item				
9	Tiling in Area of Hoarding	30	m2				
Page Total 1/8					£90,096.42		



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
1	DECOMMISSIONING TOILET/CREATE PAPER STORE Make good decoration	1	item	[REDACTED]	[REDACTED]
	Page Total 1/9				£550.00



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	Description	Qty	Unit	Rate	£ p
MEZZANINE LEVEL					
Blockwork (Premises)					
1	Construct Blockwork walls - 140mm BLK-02	288	m2		
2	Thermal insulation to cavity masonry - INS-10 System (H92/566A) - Rockwool 100mm	149	m2		
3	INS-12 - Cavity Masonary Wall Insulated closer	38	m		
4	Install Windposts	1	item		
5	Door Linings	1	item		
Render Blockwork					
6	Stairwell	87	m2		
6	New masonry walls	645			
Penetrations in Blockwork including Lintols					
7	1 - 340 x 340mm	1	nr		
8	2 - 350 x 150mm	1	nr		
9	3 - 320 x 320mm	1	nr		
10	4 - 320 x 320mm	1	nr		
11	13 - 820 x 320mm	1	nr		
12	17 - 520 x 520mm	1	nr		
13	21 - 520 x 520mm	1	nr		
14	23 - 620 x 420mm	1	nr		
15	24 - 620 x 620mm	1	nr		
16	25 - 620 x 420mm	1	nr		
17	26 - 320 x 320mm	1	nr		
18	37, 38 - 650 x 150mm	2	nr		
19	41 - 805 x 405mm	1	nr		
20	42, 43 - 400 x 200mm	2	nr		
21	44, 46 - 450 x 150mm	2	nr		
22	47 - 400 x 150mm	1	nr		
23	61 - 450 x 250mm	1	nr		
24	62, 12 - 450 x 250mm	2	nr		
25	Completion of Blockwork and Penetrations - Mezz Level	1	item		
Page Total 1/10					£54,349.87



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p
General areas					
1	Fire Stopping	1	item		
Final Finishes (painting etc.)					
2	Painting	645	m2		
3	PT-35 System (M10/786A? not in spec) - Surface dust sealer/chemical hardener to internal masonry walls	645	m2		
4	Ceilings	1	item		
Flooring					
5	Screed to floors - M10/132B; 105mm deep	150	m2		
6	Anti-slip paint coating; M60/113A	150	m2		
7	PT-22 System (M60/116A) - Yellow Line Step Nosing with anti-slip additive to back of house stair nosings & ramp edges	108	m		
8	PT-30 System (M10/785B) - Surface sealer to screeds back of house - Watco Dustop two part epoxy dust sealer prior to anti-slip paint, light grey colour	150	m2		
Install Doors including ironmongery					
9	D-M/104	1	nr		
10	D-M/105	1	nr		
11	D-M/106	1	nr		
12	D-M/107	1	nr		
13	D-M/108	1	nr		
14	D-M/109	1	nr		
15	D-M/110	1	nr		
16	D-M/112	1	nr		
17	Signage	1	item		
18	Key Suiting	1	item		
Premises Installation Complete - Mezz Level					
19	Access Hatch to floor - AH-21	1	item		
20	Lockable Cabinet - FX-44	4	nr		
21	Wall mounted mirror; 1500x300mm - FX-56	1	nr		
Page Total 1/11					£65,838.49



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
	BASEMENT				
	<u>Blockwork</u>				
1	Construct Blockwork walls - 140mm BLK-02	37	m2		
2	Install Windposts	1	item		
3	Penetrations in Blockwork	1	nr		
4	Blockwork and Penetrations Complete -Basement level	1	item		
	<u>General Premises Works</u>				
	<u>Install Doors including Ironmongery</u>				
5	D-P/106	1	nr		
6	D-P/107	1	nr		
7	Signage	1	item		
8	Key suiting	1	item		
	<u>Premises Installation Complete - Basement level</u>				
9	Screed - SCR05	16	m2		
10	Render to new masonry	143	m3		
11	Paint to Floors - PT10	16	m2		
12	Paint to Walls - PT01	130	m2		
13	Paint to Ceilings - PT01	16	m2		
14	PT-30 System (M10/785B) - Surface sealer to screeds back of house - Watco Dustop two part epoxy dust sealer prior to anti-slip paint, light grey colour	16	m2		
15	Final wearing course to compound area once works are complete; not exceeding 25mm thk - PTC 21 Applied	1	item		
	Page Total 1/12				£35,694.50



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	Description	Qty	Unit	Rate	£ p
PLATFORM LEVEL					
<u>Enabling works</u>					
2	Erect Hoarding; Switch E12 & CER	1	item		
3	Demolish Switchroom E12	1	item		
4	Demolish Existing CER and Break Out Existing Foundations	1	item		
5	Make good platform at east end (E12 Area)	1	item		
<u>Stairs and Platforms Works</u>					
<u>Excavate and Construct New Foundations</u>					
6	Excavation works	1	item		
7	Construct new base	1	item		
<u>Blockwork</u>					
8	Construct Blockwork walls - 140mm BLK-02	153	m2		
9	Install New Windposts	1	item		
<u>Pentrations in Blockwork including Untols</u>					
10	1, 2 - 400 x 300mm	2	nr		
11	3, 4 - 400 x 300mm	2	nr		
12	5 - 350 x 150mm	1	nr		
13	8 - 350 x 150mm	1	nr		
14	10, 11 - 350 x 300mm	2	nr		
15	14 - 350 x 150mm	1	nr		
16	17, 18 - 400 x 300mm	2	nr		
17	20, 21 - 375 x 150mm	2	nr		
18	41, 42 - 400 x 300mm	2	nr		
19	Complete Canopy Steelwork	1	item		
20	Install Drainage Channel	17	m		
Page Total 1/13					£77,132.73



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
<u>Install New Staircase</u>					
1	Platform to Concourse Level Staircase - Galvanised & painted steel staircase from platform to concourse level (two flights - with metal tread tray, with anti-slip finish & closed riser - refer to structural drawings and spec notes	1	item		
2	Balustrade with perforated infill panels, BAL-03 System (L30/562B) DDA	1	item		
3	Handrails, wall mounted, BAL-04 System (L30/564B)	1	item		
4	PT-22 System (M60/116A) - Yellow Line Step Nosing with anti-slip additive to back of house stair nosings & ramp edges	108	m		
5	SF-03 - Stair thread rubber flooring & stair nosings	108	m		
<u>Install Doors including ironmongery</u>					
6	D-P/102	1	nr		
7	D-P/103	1	nr		
8	D-P/104	1	nr		
9	D-P/105	1	nr		
10	D-P/105a	1	nr		
11	D-P/108	1	nr		
<u>Tile Lobby Area and Staircase</u>					
12	HF-02 - Concrete Pavers: LUL platform Typical tiles = 600 x 600 x 63 Nominal, Bespoke Tile = 900 x 600 x 63 Nominal	12	m2		
13	HF-42 - Ceramic floor skirting tiles (platform lift lobby)	15	m		
14	TIL-02 - Ceramic Wall tiles - Platform lift lobby	45	m2		
<u>Install Cladding</u>					
15	EWS-29 System - GRC wall & coved skirting panels (90m2 + 32m skirting)	1	item		
16	EWS-30 System - Stainless Steel Cladding system (H92/116B) - Not found on Drawings	1	item		
17	Thermal insulation to all cladding panels INS-05 System (H92/565A) Rockwool Duo-slabs 100mm thick - Not Located on Drawings	1	item		
18	IWS-30 - Architrave to Lift / Elevator doors (Stainless Steel)	1	item		
Page Total 1/14					£174,364.03



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
1	Complete Platform Ceiling	1	item		
2	Install Handrails and Ballustrades	1	item		
3	Install Skirting	1	item		
4	Install Signage	1	item		
	<u>Install Ceiling Grid</u>				
5	CLG-01 - 600 x 600 metal, lay-in, demountable ceiling system -acoustic. (Lift/Stair Lobby)	11	m2		
6	CLG-12 & CLG-19 - Linear, metal, vertical, parallel baffle suspended, clip on, demountable ceiling system.(Public train platform areas)	25	m2		
7	CLG-15 - Metal, suspended, solid, horizontal panelling ceiling system.(Public train platform areas)	44	m		
8	CLG-16 - Metal, suspended, hinged, solid access panel ceiling system(Public train platform areas)	8	m2		
9	CLG-17 - Existing CLG-17 border to be replaced or reinstated to allow adjacent INS-16 to be installed	1	item		
10	Complete Ceiling in Staircase and Lobby Area - CLG-01	12	m2		
11	Key suiting	1	item		
12	Remove Hoarding	1	item		
13	Make Good Platform Paving	38	m2		
14	Post Tender Addendum - Labour + plant only - CLG-12, CLG-15, CLG-16, CLG-17 & CLG-18 following C272 De-scope - PTC & Applied	1	item		
	<u>Premises Installation Complete - Platform Level</u>				
15	Screed to floors; 75mm deep - SCR-02	23	m2		
16	Wall Tiling to Lift/Stair Lobby - TIL-02	52	m2		
17	Rendering to Stairwell - REN-05	60	m2		
18	Removal of OTX (services decomissioned by others) - PTC 23 Removed	1	item		
	Page Total 1/15				£86,971.12



**PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE**



	<u>Description</u>	<u>Qty</u>	<u>Unit</u>	<u>Rate</u>	<u>£ p</u>
	OTHER SERVICES				
	INTEGRATED SYSTEMS TESTING AND COMMISSIONING				
1	Integrated Systems Testing and Commissioning	1	item		
Page Total 1/16					£0.00



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



	Description	Qty	Unit	Rate	£ p
	<u>Decommission Information Booth</u>				
1	Premises Decommissioning of Info Booth	1	item		
Page Total 1/17					£0.00



PADDINGTON INTEGRATED PROJECT
FINAL FIT OUT PACKAGE



Description	Qty	Unit	Rate	£ p
SUMMARY				
PRELIMINARIES				
Page 1/1				£396,320.48
Page 1/2				£49,159.85
CONCOURSE LEVEL				
Page 1/3				£78,251.07
Page 1/4				£3,349.28
Page 1/5				£221,223.70
Page 1/6				£66,057.71
Page 1/7				£177,421.74
Page 1/8				£90,096.42
Page 1/9				£550.00
Page 1/10				£54,349.87
Page 1/11				£65,838.49
BASEMENT				
Page 1/12				£35,694.50
PLATFORM LEVEL				
Page 1/13				£77,132.73
Page 1/14				£174,364.03
Page 1/15				£86,971.12
OTHER SERVICES				
Page 1/16				£0.00
Page 1/17				£0.00
TOTAL				£ 1,576,780.99

London Underground
 Paddington Integrated Project
 Contract Tracker: 2794
 Package: Premises Final Fitout and Paving
 Option for Paving Works -EH
 Activity Schedule



Engineering Hours Working	1	2	3	4	5	6	7	8	9	10	11	Total
Bay	4											79
Engineering Hours Shifts required per Bay			3	3	12	7	7	15	10	7	5	
Activity	£	£	£	£	£	£	£	£	£	£	£	Total (£)
1 Enabling Works												
Breakout of Platform surface finish and												
2 Removal of waste												
3 Paving installation and Finishes												
4 Preliminaries												
Total Cost per Bay												
5 Pre-Implementation Assurance Documentation												Included
6 Post-Implementation Assurance/handover Documentation												Included
7 Station Closure in lieu of Engineering Hours	-5,315.71	-8,680.44	-4,518.35	-4,085.75	-7,436.34	-7,498.55	-10,679.49	-8,219.56	-8,261.97	-10,099.85	-8,129.08	
*1 Excludes 2.5 % discount applicable on award of both Premises Fit Out Works and Option for Platform Paving Works												256,489.26 ¹¹
Less 2.5 % discount												-6,412.24
												Total Firm Price
												250,077.02



Ref.	Description	Qty	Unit	People				Equipment	Plant & Materials	Men & fab o/s Working Area	Design o/s Working Area	Insurances	Fee	Rate per Unit	Lump Sum Price, Qty x Rate per Unit
				Productive People			Non-productive People Cost								
				Productivity Rate	People Rate	Prod. People Cost									
31	Supply only grouting material for ditto													£4,705.46	
32	Prepare to receive and install fire-issu metallic movement joint (MJ-01) across platform													£4,205.46	
33	Supply only fixing materials for ditto													£210.27	
34	Prepare to receive and paint platform white & yellow warning sign along platform edges													£1,051.37	
35	Supply only painting material for ditto													£2,007.00	
36	Allow for a final builder's clean prior to handover													£2,102.73	
37	Documentation - O&M submission													Included	
38	Documentation - Red line drawings inc. Compliance survey													Included	
39	Welfare													By Others	
40	Power													£315.41	
41	Storage													By Others	
42	Lighting													£525.68	
43	Temporary barriers and/or protection													£525.68	
44	Protection of existing services and/or platform fittings and equipment retained in-situ during the works as necessary, remove and dispose off site when completed													Included	
45	Other preliminaries - Management Etc													£10,702.46	
46	Pre-site Surveys													£867.75	
47	Snagging													£4,050.01	
48	Access Hatches AH-04													£8,186.38	
	Additional items to be detailed by contractor as required:														

Total Carried to Collection **£256,489.26¹**

Average rate per m² **£431.07**

Based upon **595.00**

¹ Excludes 2.5 % discount applicable on award of both Premises Fit Out Works and Option for Platform Paving

- Note**
- Please note that the lump sum price is not subject to re-measurement and the tenderer is responsible for ascertaining the accuracy or otherwise of all scope and quantities extracted by them from ITT documentation and included in the schedule above; only changes to the Works Information shall be measured and valued in accordance with these rates.
 - Non-productive People Cost is defined as site management, supervision and associated non-producers (all other costs being included in the Fee).
 - People rates are inclusive of overheads.
 - Equipment rates are inclusive of adjustments to represent market hire rates.
 - Please note the above schedule is to be priced taking into account the Works Information including inter alia: Access strategy, issued drawings, QUENSH, Specific works information etc.

Additional rate only items to price

Ref.	Description	Qty	Unit	People				Equipment	Plant & Materials	Men & fab o/s Working Area	Design o/s Working Area	Insurances	Fee	Rate per Unit	Lump Sum Price, Qty x Rate per Unit
				Productive People			Non-productive People Cost								
				Productivity Rate	People Rate	Prod. People Cost									
1	Frustrated access, including all site based operatives and associated pretime	4	shift			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
3	Carry out slip tests	1	Item			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
4	Protection to working area	1	Item			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	

Total Carried to Collection **£0.00**



Paddington H & C Premises & Paving Works

1.6B – Activity Schedule : Platform Paving if undertaken during Weekend Station Closures

ALTERNATIVE ACTIVITY SCHEDULE SHALL BE APPLICABLE ONLY IF WEEK- END STATION CLOSURE WORKING IN LIEU OF ENGINEERING HOURS WORKING FOR THE PLATFORM PAVING WORKS ARE IMPLEMENTED IF INSTRUCTED BY THE LUL PROJECT MANAGER”

Item	Reference	Description	Date
1		Activity Schedule Option for Paving Works (Weekend Station Closures)	
2		Activity Schedule Paving Table 2: SCHEDULE OF RATES Weekend Station Closure Working	

London Underground
 Paddington Integrated Project
 Contract Tracker: 2794
 Package: Premises Final Fitout and Paving
 Option for Paving Works- Week-End Station
 Activity Schedule



	1	2	3	4	5	6	7	8	9	10	11	Total
Weekend Closure Working												
Bay												
Total Station Closures required per Bay (Per Weekend Closure)												
Activity												
1 Enabling Works												
Breakout of Platform surface finish and Removal of waste												
2 Paving installation and Finishes												
3 Preliminaries												
Total Cost per Bay												
4 Pre-Implementation Assurance Documentation												Included
5 Post-Implementation Assurance/handover Documentation												Included
6 Addition if the works are undertaken in Engineering Hours in lieu of Week Station Closure	5,315.71	8,680.44	4,518.35	4,085.75	7,436.34	7,498.55	10,679.49	8,219.56	8,261.97	10,099.85	8,129.08	
7												
Excludes 2.5 % discount applicable on award of both Premises Fit Out Works and Option for Platform Paving Works												173,564.17 ^{*1}
Less 2.5 % discount												-4,339.10
												Total Firm Price
												169,225.07

*1



Ref.	Description	Qty	Unit	People				Equipment	Plant & Materials	Man & fab o/s Working Area	Design o/s Working Area	Insurances	Fee	Rate per Unit	Lump Sum Price, Qty x Rate per Unit
				Productive People			Non-productive People Cost								
				Productivity Rate	People Rate	Prod. People Cost									
38	Documentation - Red line drawings inc. Compliance survey													Included	
39	Welfare													By Others	
40	Power													£193.05	
41	Storage													By Others	
42	Lighting													£321.75	
43	Temporary barriers and/or protection Protection of existing existing services and/or platform fittings and equipment retained in-situ during the works as necessary, remove and dispose off site when completed													£321.75	
44														Included	
45	Other preliminaries - Management Etc													£9,352.46	
46	Pre-site Surveys													£967.75	
47	Snagging													£4,050.01	
48	Access Hatches AH-04													£7,574.57	
	Additional items to be detailed by contractor as required:														

Total Carried to Collection¹ **£173,564.17¹**

¹ Excludes 2.5 % discount applicable on amount of both Preliminary Fit Out Works and Option for Platform Paving Works

Average rate per m² **£201.70**

Based upon **595.00**

Note

- (1) Please note that the lump sum price is not subject to re-measurement and the tenderer is responsible for ascertaining the accuracy or otherwise of all scope and quantities extracted by them from ITT documentation and included in the schedule above; only changes to the Works Information shall be measured and valued in accordance with these rates.
- (2) Non-productive People Cost is defined as site management, supervision and associated non-producers (all other costs being included in the Fee).
- (3) People rates are inclusive of overheads.
- (4) Equipment rates are inclusive of adjustments to represent market hire rates.
- (5) Please note the above schedule is to be priced taking into account the Works Information including inter alia: Access strategy, issued drawings, QUENSH, Specific works Information etc.

Additional rate only items to price

Ref.	Description	Qty	Unit	People				Equipment	Plant & Materials	Man & fab o/s Working Area	Design o/s Working Area	Insurances	Fee	Rate per Unit	Lump Sum Price, Qty x Rate per Unit
				Productive People			Non-productive People Cost								
				Productivity Rate	People Rate	Prod. People Cost									
1	Frustrated access, including all site based operatives and associated profits	4	shift			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3	Carry out slip tests	1	Item			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4	Protection to working area	1	Item			£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00

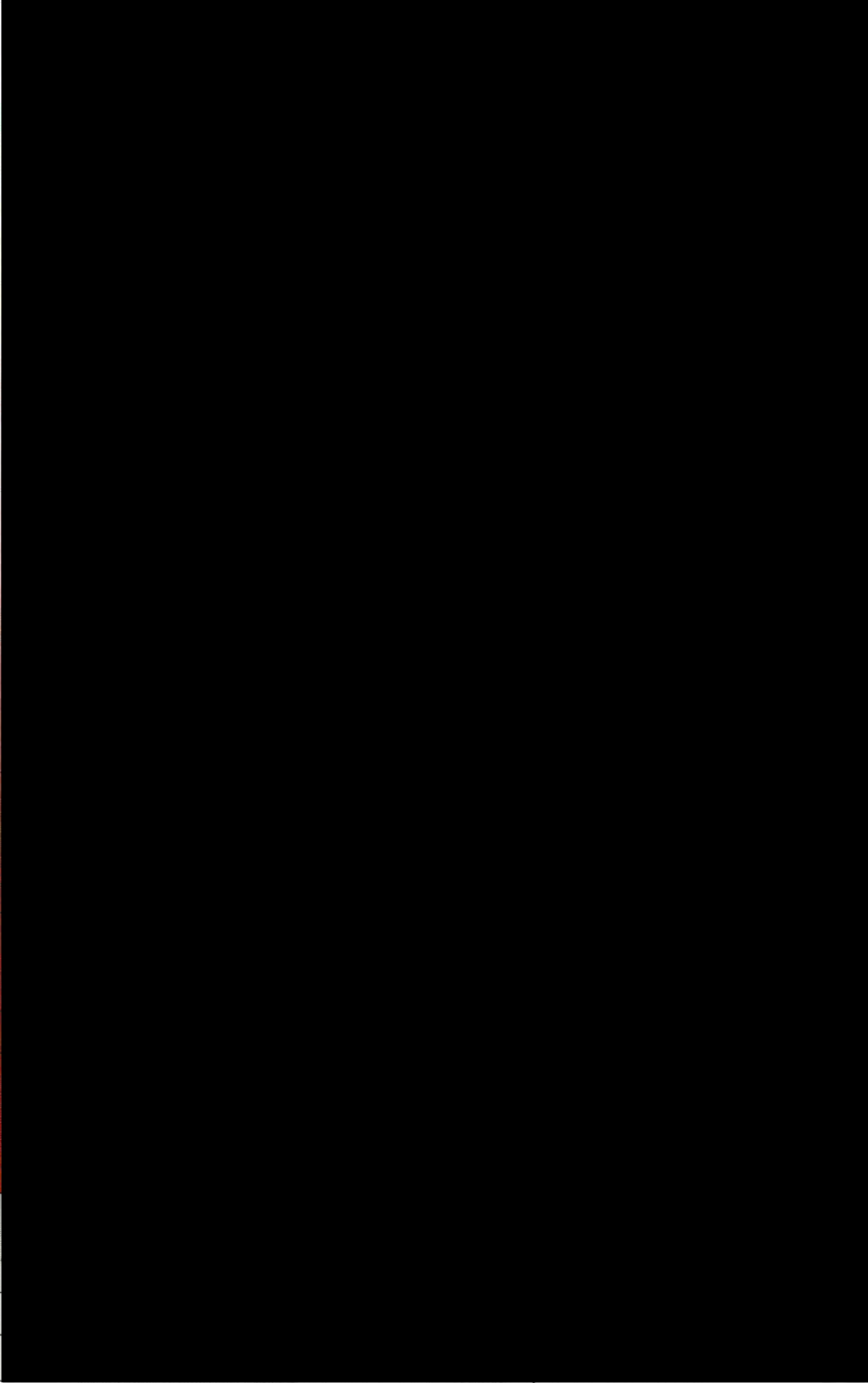
Total Carried to Collection **£0.00**



Paddington H & C Premises & Paving Works

1.7 – Labour Rates Matrix

Item	Reference	Description	Date
1		Premises: Labour Rates Matrix Template for Charge Rates for People	21/11/12
2		Paving: Labour Rates Matrix Template for Charge Rates for People (Note For Paving refer to Premises)	21/11/12



Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

1.8 – Sub – Contractors

DETAILS OF PROPOSED SUBCONTRACTORS

The *Employer* consents to the subcontracting of the following parts of the works.

Name of Sub-Contractor	Scope of Work to be Sub-Contracted	Value of Work to be Sub-Contracted
WG Beaumont & Sons Ltd	Painting & Decorating	
A Edmunds & Sons Ltd	SSO / POM Room Fit –out	
McNealy Brown	Steel Stairs, Handrails & Balustrades, Windpost and POM / SSO Structures etc.	
DMC Contracts Ltd	Blockwork, Screeding, Tiling & Plastering	
McGrath Group	Suspended Ceilings & Cladding	
Taskmaster Doors Ltd	Steel Fire Doors	
Merson Group	Signage	



Paddington H & C Premises & Paving Works

1.9 – Key Personnel (Additional)

None detailed

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

1.10 – Post Tender Clarifications

Ref	Discipline	Comments	LUL comments	Cleshar response
	Commercial			
	Completed Contract Data	Equipment to be confirmed	Equipment to be confirmed	Remove TBC comment from the Contract Data Part 2
	Confirmation that any bonds, warranties, agreements,	Equipment to be confirmed Please confirm why you have not priced for this item or if it is included somewhere else?	Equipment to be confirmed Please confirm why you have not priced for this item or if it is included somewhere else?	Assumed no action required. I have interpreted this as part of the Doors & Ironmongery. If this is the case, this is included within the doors and ironmongery section and therefore included.
	Activity Schedule, Concourse Level, Key Sullings,	Equipment to be confirmed Please confirm why you have not priced for this item?	Equipment to be confirmed Please confirm why you have not priced for this item or if it is included somewhere else?	I had raised this as a TQ-016. I didn't pick up the response at the late stages of the tender process. However as it states "The wording may have been misread or misheard, the activity is for the primary grid / 1st floor for the existing installation CLG-12, CLG-16 and GLC-15". We have included for this item.
	Activity Schedule, Platform Level, Complete Canopy Steelwork	Equipment to be confirmed Please confirm why you have not priced for this item?	Equipment to be confirmed Please confirm why you have not priced for this item or if it is included somewhere else?	This is included within the Section 'Inset Doors including ironmongery' items 6-11.
	Activity Schedule, Platform Level, Inset Doors	Equipment to be confirmed Please confirm why you have not priced for this item?	Equipment to be confirmed Please confirm why you have not priced for this item or if it is included somewhere else?	This is included within the Section 'Inset Doors including ironmongery' items 6-11.
	Technical			
	Clarifications and Assumptions			
	1. We have made no allowances for the installation of the POM room safe. This is deemed to be organised under a contract lift provided by LUL.			We have now revised our activity schedule including for this. Please see attached Appendix 3 - Pip FFO Activity Schedule Rev1. Items highlighted in yellow
	2. We have assumed that works behind the hoarding will be carried out in normal working hours. Some works i.e. Noly works will be carried out in engineering shifts to prevent nuisance to the public.			Noted
	3. We have assumed that terrazzo tiles will be provided free-issue by LUL.			Noted
	4. No allowances have been made for the builders work in connection with services to Mechanical, Electrical, Comm, Fire and Lift packages			Cleshar have allowed for the builders work, taken out in the C131-URS-S-TSC-8071-00002, Builders Hotel Lifted Service. No allowances have been made for any further work relating to the Mechanical, Electrical, Comm, Fire and Lift packages.
	5. We have assumed that there is an existing Distribution board with sufficient capacity located on-site within 30 m for use for temporary power and lighting			Noted
	6. We have assumed that there is a supply of water on-site			Noted
	7. We have made no allowances for the alteration of existing concourse hoardings. We have however allowed to remove lift works are complete			Noted
	8. No allowance has been made for the rendering of block work in the Mezz & Basement levels			Noted
	9. We have assumed that the overhead cable protection cladding above the tracks will be carried out in a possession organised by LUL.			We have now revised our activity schedule including for this. Please see attached Appendix 3 - Pip FFO Activity Schedule Rev1. Items highlighted in yellow
	10. No allowances have been made for permanent works design			Due to the quantity required & it's location, we have assumed that INS-18 Cladding system above the Eastbound H&C Line will be installed during a weekend station closure.
	Questions for Post Tender meeting			We can confirm we have allowed for this.
	Proposed layout of the Accommodation - Drawings showing the layout tabled. Accommodation shown outside of the triangle site was to be reviewed as this was not possible for a short duration (up to 31st March) due to parallel working period with Crossrail C2/2 contractor Carrillon.			Closed
	In the meeting CCS stated that they have allowed for site offices in the triangle site to accommodate (office space) all their site based office staff including site based management team. Please confirm if this includes office spaces for site based staff for all of our other live trade package contractors, if so please confirm the total capacity allowed for.			Closed
	Cleshar to review their site start up proposal and programme based on delayed contract award and a potential start on site of 22-January 2013 with parallel working with Crossrail until 31 March 2013. During this period there would be a shared accommodation provided by CRL and welfare, toilet and other facilities. Also to be provided by CRL and to be taken into account are the 24-hour security. Cleshar may want to consider reorganising the proposed layout tabled including the welfare and office space facilities for the short duration of parallel working.			Closed
	Crossrail facilities is approx. 300 m away from the triangle site and access is via a CRL provided minibus due to safety reasons.			Closed
	Paddington Central will not allow any storage outside the triangle site and that should be excluded from your tender submission. This specifically refers to the area shown outside the triangle site in Cleshar proposed site layout tabled in the meeting			Closed
	Opportunity to de-scope ceilings around the Staircase 5 from the Crossrail contract was discussed and all parties agreed it was beneficial to de-scope installation during the ICS for the demolition scope activities. LU to provide (please find attached) detail of the area of ceiling to be de-scope. CCS to confirm what impact this would have on the price and programme. Note that if materials will be free issued and the PFO premises contractor will be required to install only.			Closed
	Clarification was given re the Principal Contractor role undertaken by LUL and the support to be provided by Cleshar. This will mean that some of the activities that Cleshar have included for may not be required. Cleshar to review and advise cost and programme impact.			Closed

Ref	Discipline	Comments	LUL comments	Clechar response
		Please confirm that Clechar have included for fabrication drawings. You have included in your programme but you did not cover this during our meeting today	Confirmed	Closed
		Clechar confirmed that Planner's input as required in early start up areas will be provided as required to support the Project Manager who holds the key control accountability. This included working up the project programme to the required level assume that it will require a week's effort. The planner was identified as Giles.	Confirmed - Project Manager Kevin Larkin will take ownership of the Programme and liaise with our Planner Giles Coulson	Closed
		Site maintenance-Clechar have allowed for two people taking into account that Clechar will be responsible for housekeeping of other WP contractor's areas. Clarification was given that other WP contractor are responsible for maintaining good housekeeping for the areas they are working in and it is their responsibility.	On review of this item - Clechar have only allowed for one labour + small plant + cleaning consumables for the full duration of the works.	Closed
		Clarification is required of the access scaffolding, hoisting etc to be provided and how and to what extent this will be available for other WP contractor's.	The Activity Schedule Item "Access Scaffolding, Hoisting, Plant and Craneage Operatives, Materials and Plant" includes for Scaffolding for Blockwork, an Access Hoist at Stair 05 and to raised shingle area in compound for storage of light bulk material. No provision has been made for the supply of access scaffold, scaffold podiums or alloy towers for the other WP Contractors which we believe is in line with the Works Information. This also includes for Clechar plant within the site. This is the reason why this sum would appear high.	Closed
		One observation: Clechar said they will be using fixed scaffolding for their blockwork. However LUL would like to review this closely because of the space restrictions. Would Clechar accommodate an alternative approach i.e. mobile scaffolding towers within the same price.	Clechar have allowed for a fixed scaffold. As walls are being constructed in some areas at 6m heights we do not foresee these walls being constructed with alloy towers as a safe method of working and the productivity rate of our blocklayers would dramatically reduced.	Closed
		Preliminaries - the breakdown was discussed and CCS confirmed that the price provide includes for all resources required to complete the scope of works.	Confirmed	Closed
		Clechar to review their secure storage proposal to accommodate segregation of all trade package contractor storage requirements.	Clechar confirm that this will be provided at no extra cost. We have allowed 21m x 21m x 6ft storage containers which we segregated for use for all WP contractors	Closed
		There was no requirement for a turn stile or a card swipe system and if this has been priced for Clechar can advise of any potential savings.	Clechar had assumed that the turn stile swipe card system would be provided by LUL. We have allowed for Hears Panel gates at all entrances. We will install a pedestrian gate adjacent this at no extra cost.	Closed
		Location of edge and hazardous materials stores on CCS site layout drawings is where the substation is and this will require re-tiling.	Noted - Clechar will review and adjust should we be successful in awarding of the contract at no extra cost.	Closed
		Blockwork around staircase 3 was discussed and all parties agreed that it will be beneficial to de-scope the instruction for the north wall construction via the IOS scheme. LU advised that this has been de-scoped from the IOS scheme and Clechar should provide confirmation of the impact on costs and programme.	Confirmed - This would be beneficial. We would wish to discuss the co-ordination of the LUL in more detail prior to works commencing.	Closed
		Clechar to remove seaweed regarding drugs and alcohol testing to include all employees (site and office base).	Confirmed - caveat removed	Closed
		Some of the above may provide opportunities for costs savings and if that is the case CCS will confirm the savings and the impact on the overall lump sum price in their response by close of play 13 December 2012.	Noted	Closed
		CCS agreed that it would be beneficial to omit the final wearing course of the basement road from CRL scope. Clechar have confirmed that they have not included for the reinstatement of the final wearing course of the tarmac road. Could Clechar give us a firm price for this, no road marking required.	Assumed 365m2; not exceeding 20mm thk	Closed
		CCS confirmed that they have allowed to dispose of all FFO trade package contractor waste. However, can CCS confirm what would be the saving if they are not required to dispose Electrical contractor's waste.	Should this be the case - We can offer a saving of £750	This is an edit and it was reflected in Appendix 3 - PIP FFO Activity Schedule Rev4.xlsx sent on the 18 Dec 2012 by Kevin Kane. Closed on 18th Dec 2012
		Clechar to confirm if they are a member of the Fleet Operator Recognition Scheme (FORS) and already compliant with TFL Freight and Cycle Safety requirements.	Clechar can confirm that they undertake works on Greater London projects and that we have been fully compliant with these requirements. Clechar will ensure that all suppliers are FORS registered also and will comply for the full durations of the works.	Closed
		OTX: CCS have allowed for the dismantle and removal of the OTX and has been included in their price breakdown. Can CCS please confirm what would be the exact saving if this activity is omitted from the FFO scope of works.	LUL requested this item to be added back to the original price as it will be requested.	Accepted Closed
		1. EW6-30 Systems - Stainless steel cladding system (H22-116B) - This is in the works information and your price should include for it.	Included and reflected in Appendix 3 - PIP FFO Activity Schedule Rev4.xlsx sent on the 18 Dec 2012 by Kevin Kane	Closed on 18th Dec 2012
		2. Thermal insulation to all cladding panels INS-05 System (F1622655A) Rockwool Duo alpha 100 mm thick - The specifications are clear and this is required. This is in the works information and your price should include for it.	Included and reflected in Appendix 3 - PIP FFO Activity Schedule Rev4.xlsx sent on the 18 Dec 2012 by Kevin Kane	Closed on 18th Dec 2013
		3. Platform level - Complete canopy steework - This should have been included in your price as clarified in the tender queries - see below. Final FH Out 019 07-Nov-12. Activity schedule item 7.6 lists "Complete Canopy Steework", please could you identify where these works are detailed in the tender drawings? 15-Nov-12 The wording may have been misread or misleading, the activity is for the primary grid / 1st fix for the ceiling installation CLG-12; CLG-16 and GLC-15	Included and reflected in Appendix 3 - PIP FFO Activity Schedule Rev4.xlsx sent on the 18 Dec 2012 by Kevin Kane	Closed on 18th Dec 2014

Post Tender clarifications log (Paving)
Cleshar

Ref	Discipline	Comments	Response	Closed
1	Commercial	1. You have submitted a non-compliant tender without a signed and dated Form of Tender being submitted with details of your offers as per instruction issued for The Paving Works option. Please submit the duly completed and compliant Form of Tender. 2. Pricing Schedules submitted are non-compliant with the instructions to Tenderers. The Paving Works Option ITT required that your offer should be based primarily on Works being undertaken in Engineering hours and a deduction should be identified for each bay for works being undertaken in Weekend Station Closures in lieu and vice versa, an addition for EH working in lieu of WE Station Closure. This would enable the identified sums to be deducted as savings realised per bay for any Station Closures being obtained in lieu of Engineering Hours or vice versa any additional amounts incurred for EH working in lieu of WE Station closures. In your submission you have provided only Pricing Schedules based on the Engineering Hours and one for the works to be undertaken in Weekend Station Closures. Please provide a completed and compliant Activity Schedules as originally requested breakdown of the amounts applicable for deductions/additions per bay for works undertaken during Weekend Station Closure in lieu of EH working and vice versa. Also required to be submitted is a compliant and detailed Schedule of Rates.	Please find attached Appendix 1 - Form of Tender - Paddington FFO To Follow by Close of Business today (Wednesday 5th Dec).	Yes (closed 10/12/12) Yes (closed 18/12/12) - Deductions/Additions sums now detailed for EH or WE Station Closure and supplied by Cleshar (Kevin Kane).
3		3. Tender clarifications:		
3.1		3.1 Item 1 of Tender Clarification- confirmed by the LUL Paddington Team as acceptable.	Noted.	Yes (closed 10/12/12)
3.2		3.2 Item 5 of Tender Clarification- confirmed by the LUL Paddington Team as acceptable.	Noted.	Yes (closed 10/12/12)
3.3		3.3 Item 3 of Tender Clarification- The Tenderer should note that apart from the List of Free-issue items listed in the ITT in the associated quantities, it is Cleshar's obligation under the Contract to provide all materials required to complete the Works in accordance with the Works information and is deemed to be included in their Tender Price. Please advise agreement to this effect and therefore the withdrawal of this clarification.	Agreed.	Yes (closed 10/12/12)
3.4		3.4 Item 4 of Tender Clarification- The Tenderer should note that this is governed by the Works Information either for the Premises for the Combined Package or Stand Alone package as detailed in the Paving Works Option ITT. Please advise agreement to this effect and therefore the withdrawal of this clarification.	This clarification can be withdrawn should Cleshar be successful in the award of both Packages. However we deem the clarification applicable should we only be awarded the paving package for the following reasons: 1. Unable to use storage facilities at the platform edge due to demo of E12 or storage of material for Premises works. 2. Interrupted access with works to Stair 5 and cladding to platform ceilings etc. 3. Storage of materials within the site compound may be an issue 4. Interrupted access / availability of access hatch at concourse level for delivery / removal of materials	Yes for Combined Package. LUL PIP Team to review response for Stand Alone only if this option is to be pursued.
3.5		3.5 Item 5 of Tender Clarification- confirmed by the LUL Paddington Team as acceptable.	Noted.	Yes (closed 10/12/12)
3.6		3.6 Item 7 of Tender Clarification- Discount for award of both packages noted.	Please note this applies to the Paving Package only as noted in Appendix 1 - Form of Tender Paddington FFO sums.	Yes (closed 10/12/12)
4.0		4.0 Please identify separately the amount included for the provision of a Performance Bond in your tender offers.	Should we require a bond for the premises package only, an additional sum of £4,574.58 will apply to the Form of Tender sum. Should we require a bond for the premises & paving packages only, an additional combined sum of £5,344.09 will apply to the Form of Tender sum. Should we require a bond for the paving package only, an additional sum of £789.47 will apply to the Form of Tender sum.	Yes (closed 10/12/12)
5		POST TENDER MEETING CLARIFICATION		
5.1		With reference to e-mail Dated 12/12/2012 17:20 - Premise Item 19: LUL raised appointment about the GRC striking being identified as only being undertaken during station closures. LU indicated that this activity could also be undertaken during engineers hours. CCS to review their proposal and respond if any changes are proposed.	Confirmed. This is the method allowed for.	Yes (closed 10/12/12)
5.2		With reference to e-mail Dated 12/12/2012 17:20 - Paving Item 21: 21. Opportunity identified for materials to be delivered in Engineering hours via the taxi ramp area for the platforms paving.	Confirmed	Yes (closed 17/12/12)
5.3		With reference to e-mail Dated 12/12/2012 17:20 - Paving Item 22: 22. Weekend Station Closures Cleshar require 3 WE station closures to do the majority of the works plus one more to finish-off to completion	Agreed	Yes (closed 17/12/12)
5.4		With reference to e-mail Dated 12/12/2012 17:20 - Paving Item 23.23. The methodology of paving installation during closures was discussed and CCS were in doubt whether or not a banner system was included for. Carillon method statement and any additional drawings or information for the platform barrier / Heras fencing installation to support the paving works during closures to be forwarded to Cleshar for information purposes so that Cleshar can review their hoardings and barriers for the working areas albeit that the paving working areas are small number of bays per WE Station Closure methodology. Please see attached.		
5.5		With reference to e-mail Dated 12/12/2012 17:20 - Paving Item 24: 24. LU advise potentially there is an opportunity to transport paving material using the emergency staircase. CCS to confirm what costs savings could be provided if any should this opportunity be realised	We don't see this a more practical method over utilising the taxi ramp. Therefore no cost savings apply.	Yes (closed 17/12/12)



Paddington H & C Premises & Paving Works

Volume 2

Section 1 – GENERAL WORKS INFORMATION

WI100 DESCRIPTION OF THE WORKS
WI200 CONSTRAINTS
WI300 CONTRACTORS DESIGN
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WI500 PROGRAMME
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**STATION ENHANCEMENT FRAMEWORK
GENERAL WORKS INFORMATION
FOR PADDINGTON STATION (FFO)**

WI 100

DESCRIPTION OF THE WORKS

Document History: Version:	Date:	Prepared by:	Checked by:	Authorised by:	Reason for Issue:
1.0	22/12/1986	Henry Okpor	Ian McLeod	Ash Hussain	Contract
2.0					
3.0					
4.0					
5.0					



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WI105	Description of the <i>works</i>
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WI125	General Statement of any Constraints on how the <i>Contractor</i> Provides the Works
WI130	<i>Contractor's</i> Site inspection

WI100 Introduction**WI100.1 Preface**

- (1) The General Works Information defines and describes all general obligations, site services and facilities, working constraints, and the like applicable to the Contract.
- (1) The PROMS (Project Management System) is superseded by PMF (Project Management Framework) and is substituted accordingly.

WI100.2 Overview

- (2) The Paddington Integrated Project (PIP) is a joint venture between Crossrail (CRL), Network Rail (NR), London Underground (LUL) and Transport for London (TFL). This document focuses on the London Underground, Final Fit Out (FFO) aspect of the works.

The works involve Final Fit Out (FFO) of the back of house areas to the new Paddington Hammersmith & City Line Station (H&C), which is served by LUL's H&C Line. The *works* shall be undertaken within the newly constructed H&C Line station building and the refurbished H&C line island platform. The new station structure requiring fitting out consist of 4 main areas, Basement Level, Concourse Area, Mezzanine Level and the existing platform. An outline of the scope of physical works can be found in the Specific Works Information.

Unless expressly stated otherwise, or the context otherwise requires, in this section of the Works Information capitalised terms shall have the meanings ascribed to them in the *conditions of contract*.

The works will be required at Paddington H&C Line Station, which is served by London Underground Limited's Hammersmith & City Line, providing a link to Paddington Network Rail Station and London Underground Paddington main station served by Bakerloo, District and Circle Lines.

The FFO works delivery is broken down into 6 packages as listed below and included in the Specific Works Information. LUL has been appointed in the role of Principal Contractor under Construction Design and Management Regulations 2007 ("CDM") and URS are appointed designers for the FFO phase.

- Premises (Incl. Minor Civils & Demolition)
- Mechanical (incl. Public Health)
- Electrical
- Fire
- Communications
- Lifts (Awarded to KONE)

For the avoidance of doubt, "Others" as defined within the *conditions of contract*, includes other parties involved with the delivery of the overall Paddington Project e.g. Crossrail and Carillion. As well as other trade package contractors on the Final Fit Out (FFO) and contractors working for Network Rail or LUL on other projects and LUL 3rd Parties, or any other parties carrying out works at the station, including LUL maintenance activities.

For the avoidance of doubt, in relation to clause 11.2 (2) of the *conditions of*

contract, the definition of Completion requires that all information and deliverables required by the Works Information are to be completed prior to or by the Completion Date. The specific timing of deliverables is described in Contract Data Part 1 and elsewhere within this Works Information.

The documents listed below are not included as hard copies with the Contract documents but will be made available by LUL electronically, or for inspection by the Contractor if requested. These documents form part of this Contract and the Contractor will be deemed to have made full and due allowance in his tender for compliance therewith:

LUL Standards

LUL Health, Safety and Environment Policy

The Rule Book(s)

WI100.3 General matters

- (1) This section of the General Works Information contains the *Employer's* general requirements governing the provision of the *works*
- (2) All references throughout the Works Information to LUL are deemed to be references to the *Employer*.
- (3) Unless expressly stated otherwise in the Works Information, definitions are interpreted as defined in the *conditions of contract*.
- (4) The *works* will be required at the locations indicated on LUL assets that LUL is responsible for maintaining.
- (5) All references throughout to "Tender" or "Form of Tender" are interpreted to mean the Offer submitted by the *Contractor* in respect of this contract.
- (6) The information contained herein comprises the general requirements supplemented, augmented or varied as appropriate by the Specific Works Information and/or Site Information. In the case of any conflict or inconsistency in and between the General Works Information, the Specific Works Information and/or Site Information, the Specific Works Information and/or Site Information shall take precedence.

WI105 Description of the works

WI105.1 General description of the works

- (1) A full description of the *works* is contained within the Scope of Works, included within the Specific Works Information and Drawings and Specifications included as Section 2 Part 2 of the Specific Works Information.
- (2) This Phase of the PIP works is the Final Fit Out (FFO), designed by Mott Macdonald for Crossrail (CRL) and developed to Construction Issue drawings by URS for LUL and is the main subject of this contract. The overall works included in the Final Fit Out are :-
 - New LUL Final Scheme suite of staff rooms including new SOR to replace existing SSO;
 - New POM room with provision for LUL prestige to install associated equipment
 - New ancillary accommodation including Station Computer Room (SCR) and all cleaners rooms;

New PRM / evacuation lift from the platform to public area of concourse level
New Back-Of-House Evacuation lift to LUL basement area and new Rendezvous Point (RVP).

Completion / extension of new MEFPC services throughout the station.

Demolition of existing CER's on platform 15/16

Following demolition of existing CER's on platform 15/16 - Construction of new fire fighting access stairs (Stair 5) from the concourse level (back of house) to the platform level.

Relocation of RVP, Fire Alarm Repeater Panel and LFB box from emergency escape stairs at west end of platform 15/16 to LUL basement

Signage package for final station

Key suiting for final station

Removal of existing over track crossing (OTX)

Once the new SOR is fully operational, the Information Booth will require de-commissioning

Once the new toilet in the staff accommodation is fully operational, the temporary toilet on the platform will require removal.

The works above represent general works for this phase and not the Scope of Works to be delivered by the Contractor. The specific Scope of Works for this contract is listed in the respective Specific Works Information and associated Appendices.

WI110 Project objectives and philosophy

- (1) A full description of the *works* is contained within the Scope of Works, included in the Specific Works Information. The Contract Drawings and Specification relating to the *works* are contained in Section 2 Part 2 of the Specific Works Information.

WI115 Site location and Working Areas

- (1) The site of the *works* is at Paddington H&C Line Station, Praed Street, London W2 1RH.

- (2) The term "the Site" or "the sites" where referred to herein shall include the areas described above and such other parts of the LUL estate as the Contractor is legitimately required and has the Employer's permission to access in order to Provide the Works. Refer to the Site Information for more details.

The areas principally affected by the works are:

- (3)
 - The Disused Area (becomes the new Back of House area).
 - The new station concourse (interface of new FFO and old IOS operational areas)
 - Platforms 15 and 16 Sub surface platforms
 - Other station areas as required to connect, interface and supply power and / or data to new, modified or relocated

- assets
- (4) • The Service Yard / Basement area
 - The Information Booth (Decommissioning of)
 - Lifts
 - (5) • Emergency Escape Stairs

The mixture of live (operational) station areas and non-operational areas give rise to different access and security needs, which are dealt with in appropriate sections of this Works Information and the Specific Works Information.

Refer to Specific Works Information for further detail.

WI120 Contractor's Responsibilities

- (1) The list below sets out some of the responsibilities of the *Contractor* under this contract. The list is non-exhaustive:
- Management of cost and commercial obligations under the contract
 - Reporting on cost, programme and quality
 - Quality management and quality inspections
 - Change management tracking and reporting
 - Access and logistics management pertaining to the works.
 - Management of contractor's risks
 - Resource management and allocation
 - Environmental impact management
 - Bringing into use of new or modified assets, as defined in the Works Information
 - Compliance with processes and procedure to allow LUL to handover into maintenance new or modified assets
 - (2) • Achievement of compliance or concessions on any design changes initiated by the Contractor
 - (3) • Procurement of competent sub-contractors where required, and their ongoing management and interfaces during the works
 - (4)

The *Contractor* is not required to undertake any design in relation to the *works*, unless stated within the Specific Works Information.

The *Contractor* shall implement the "for construction issue" design, test it and commission it, bring it into use and hand it over into maintenance, in compliance with the LUL assurance regime, the *conditions of contract* and any documents referred to therein.

Refer to Specific Works Information for any trade specific requirements.

WI125 **General statement of any constraints on how the *Contractor* Provides the Works.**

- (1) The *Contractor* complies with the latest Standards. If the *Contractor* does not already have access to the London Underground Standards, PMF and other associated documentation, the *Contractor* applies for 3rd Party Registration arranged via extranet to enable access to the management system. Refer to LUL Guidance Document G1138 - 'Accessing the Management System library' in Appendix I of the Specific Works Information.
- (2) Where the *works* affect directly or indirectly any structures owned by Network Rail, the contractor shall comply with any relevant Network Rail or railway group standard that may apply

WI130 **The *Contractor's* Site inspection**

- (1) Notwithstanding any information provided in the *conditions of contract* the *Contractor* is deemed to have visited the Site and inspected and examined the Site and its surroundings.
- (2) The *Contractor*, from the Works Information provided and the site visit is deemed to understand the access to the site, assessed the services, plant and accommodation available, and the condition/layout of the Site. If the *Contractor*, considers that the information available in the contract documents, and from the site visit is potentially inadequate and therefore poses a risk to the regular progress of the *works*, the *Contractor* advises the *Project Manager* at the earliest opportunity.



STATION ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 200

CONSTRAINTS ON HOW THE *CONTRACTOR* PROVIDES THE WORKS

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1.0	22/12/2012	Henry Okpor	Ian McLeod	Ash Hussain	Contract
2.0					
3.0					
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5.0					



CONTENTS

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WI 220	Not Used
WI 225	Security and Protection of the Site
WI 230	Protection of Existing Structures and Services
WI 235	Protection of the <i>Works</i>
WI 240	Traffic Management
WI 245	Condition Surveys
WI 250	Access Within the Railway Environment
WI 255	Not Used
WI 260	Site Cleanliness
WI 265	Waste Materials



WI205 **Overriding Constraints and Requirements**

WI205.1 **Standards**

- (1) The *Contractor* complies with all Standards in providing the *works*. Various directly applicable standards are listed in the Works Information (General and Specific Works Information) however the *Contractor's* attention is drawn to the fact that this list is not warranted by the *Employer* as being exhaustive, and in particular that the *Contractor* complies with all applicable LUL Category 1 and 2 Standards in the performance of the Contract and the carrying out of the *works*. The *Contractor* is deemed to be cognisant of all current LUL Category 1 and Category 2 Standards.

WI210 **General Constraints**

WI210.1 **Use of the Site**

- (1) The *Contractor* is required to exercise proper control over his staff and personnel and to confine them to those areas made available to him. All other areas on LUL premises are strictly out of bounds.
- (2) The *Contractor* is responsible for familiarising himself with and observes any Local Authority restrictions relating to access to or from the Site pertaining to the Contract.
- (3) The *Contractor* keeps the access routes clear of obstruction by plant, equipment, materials, rubbish and for making good any damage to the acceptance of the *Project Manager*.
- (4) The *Contractor* ensures that his vehicles, those of his sub-*Contractors* and his staff and personnel do not obstruct the use by the public or others of adjacent premises or roads. The *Contractor* ensures that the access to and from the Site is clear of all materials, conduits, etc., after the completion of work. The *Contractor* further ensures that areas so noted are clean and fit for public use to the acceptance of the *Project Manager*. The *Contractor's* works are undertaken without danger to or interference with the station operations, vehicles and pedestrians using the highway and adjacent properties and their occupants.
- (5) The *Contractor* complies with the requirements of Section WI1130 of the General Works Information in relation to the prevention and control of Pollution and Environmental Nuisance.

WI210.1.A **Working Areas**

- (1) Before erection of any work or installation of fixed plant or equipment, the *Contractor* shall submit to the *Project Manager* for acceptance, plans of the showing the layout and positions of plant, equipment, storage areas, etc. The *Contractor* shall refer to the site layout drawing included in **the Specific Works Information** and identify space within the area available.
- (2) Site Hazards



The *Contractor* and his staff and personnel shall comply with any safe working practices and procedures issued by LUL in relation to the *works*. The *Contractor's* attention is drawn to the Construction Phase Plan, which highlights known hazards in relation to the Site.

(3) Materials found on site

All existing materials on the Site and all articles uncovered by the *Contractor* shall remain the property of LUL unless otherwise stated in the *Works* Information or advised by the *Project Manager* in writing.

(4) Heritage / ownership of equipment removed

The *Contractor* shall provide a list of equipment removed from site to the *Project Manager* who will decide which equipment will be retained by London Underground and which can be disposed by the *Contractor*. The *Contractor* shall ensure the relevant asset is protected and stored as necessary to retain its condition prior to its transfer to the *Employer* nominated storage area, and shall allow for the costs of such transfer for any items so listed.

(5) Traffic regulations

The *Contractor* will be deemed to have included for complying with all traffic regulations which may affect operations on or about the site.

(6) Police regulations

The *Contractor* shall allow for complying with all Police Regulations which may affect operations on or about the site.

WI210.1.B Site working constraints

(1) The *Contractor* shall comply with all Acts of Parliament, statutory instruments or orders or any other regulations having the force of law or bye-law and all regulatory requirements relevant to the *Contractor's* business relating to working on Site.

(2) LUL shall obtain a Section 61 Notice approval from the Local Authority (Westminster City Council) and the *Contractor* will comply with any restrictions imposed thereby:

(3) Works taking place within the station (Area A) may be permitted to take place at any time of day subject to LUL approval and the working hours prescribed in the Section 61, and will be governed by the access code.

(4) It is not expected that any of the *works* will be undertaken outside of the station premises. However, should there be any need to undertake *works* outside of the station; the *Contractor* must advise the *Project Manager* in advance or within his tender submission.

(5) Should it be identified that *works* are required to be undertaken outside of the station permission will need to be sought from the relevant property owners and stakeholders via the *Project Manager*.

(6) All permissions will be contingent on satisfying the council and relevant stakeholders that noise will be kept to as low a level as



- reasonably possible.
- (7) The *Contractor* shall take cognisance and allow for any constraint expressed or implied above, and note that the information contained therein is for guidance only, and does not constitute a firm commitment from the council or *Employer* to the conditions set out.
- (8) LUL has developed a Traffic management plan contained in Appendix J of Specific Works Information, and the contractor must comply with the constraints contained therein at all time. The *Contractor* shall obtain the approval of the *Project Manager* if he needs to deliver or remove materials or plant at times other than those detailed in the access strategy plan.
- (9) The *Contractor* shall not in any way hinder or prevent authorised access to the Site or adjacent areas by authorised users.
- (10) Gates provided for the passage of people, equipment, plant and materials shall be kept locked when not in use and all boundary fences shall be kept secure to prevent unauthorised access.

WI210.1.C Contractor Site Inspection / Investigations / Exploration

- (1) Notwithstanding any information provided in the Contract the *Contractor* shall be deemed to have visited the Site and inspected and examined the Site and its surroundings.
- (2) The *Contractor*, from the Works Information provided and the site visit is deemed to have understood the access to the Site, assessed the services, plant and accommodation available, and the condition/layout of the site. If the *Contractor*, who given the expected level of understanding of the *works* and the method of working required to complete the *works*, considers that the information available in the Contract, and from the site visit is potentially inadequate and therefore a significant risk to the regular progress of the *works* remains, the *Contractor* shall advise the *Project Manager* in writing, e.g. if there are finishing's which may affect the *works* and there is no information as regards potential services behind those finishing's the *Contractor* shall notify the *Project Manager* of the risk.

WI210.2 Not Used

WI210.3 Not Used

WI210.4 Enabling Works

- (1) Refer Specific Works Information section 1.6.

WI210.5 S61 consent

- (1) The *Contractor* is cognisant of the use of all adjacent and surrounding buildings, and complies with the requirements of the Section 61 Notice.



WI210.6 Car Parking

- (1) Car parking on the Site is not available. The *Contractor* makes his own arrangements, and informs the *Project Manager* accordingly.

WI210.7 Deliveries

- (1) Delivery and removal of materials to and from the Site by road is subject to the restrictions and details stated in the Specific Works Information.
- (2) The *Contractor* provides any required craneage or banksman and obtains the acceptance of the *Project Manager* if he needs to deliver or remove materials at times other than those detailed in the Access Plan in Appendix K of the Specific Works Information.
- (3) The *Contractor* ensures that all construction traffic outside the Site boundary follows only those routes on highways, public and other roads and bridges which are prescribed by the Highway Authority or Authorities concerned.
- (4) The *Contractor* is to have agreed these routes with the appropriate Highway Authority or Authorities.
- (5) The *Employer* does not accept any responsibility for any delay or additional costs incurred due to the *Contractor* not agreeing such routes with the Highway Authority or Authorities concerned.
- (6) Where the *Contractor* undertakes work or makes deliveries to the Site which impacts on public or private highways, including access to the Site and to other premises/establishments, the *Contractor* supplies, erects, maintains and ultimately removes such traffic signs and barriers as may be necessary by the Code of Practice for New Road and Street Works (1997) to guide and warn traffic and to protect pedestrians and to prevent danger thereto, cause the works to be properly lighted and guarded in the hours of darkness and remove traffic signs and barriers as soon as they cease to be needed. The size and positioning of all such signs and the wording thereon is submitted to the *Project Manager* for acceptance before erection. The signs are reflective or adequately illuminated at night by approved means.

WI210.7.A Deliveries and Logistics Generally

- (1) The *Contractor* shall work with LUL to identify the appropriate access and delivery routes to any Site area, working within Section 61 notices, any applicable standard or legislation, and ensuring safe access is maintained to the station at all times for staff, customers and the emergency services.

The *Contractor* is responsible for scheduling and managing deliveries to site following agreement with LUL, minimising the impact these may have on the station operations and vehicular and pedestrian traffic in the local and wider area. All deliveries and collections shall be via road, which may involve access through Private Road (Paddington Central Complex) and must comply with the Traffic Management Plan produced by the Employer.
- (2) The *Contractor* shall be responsible for providing any personnel and equipment (temporary signs, cones etc.), to manage



deliveries for their works, collections and lorry movements detailed in the traffic management plan and as necessary to complete the *works*, including setting up of any temporary traffic management arrangement and its removal and making good. The *Contractor's* prices shall be deemed to have taken this into consideration.

- (3) All temporary works, equipment, tools, apparatus and materials brought to site whether during daytime, or engineering and closure hours shall be removed from areas accessible to the public and station staff at the end of each engineering or closure hours shift.
- (4) The live loading that has been allowed for in the design of the concourse, mezzanine and platform levels is in accordance with the LUL standard 1-053 Section 3.1.16 and is as follows :-

Concourse – Typically 5kN/m² - Concentrated load 20kN over 300mm square

Platform – Typically 5kN/m² - Concentrated load of 20kN over 300mm square

Mezzanine – Typically 10kN/m² - Concentrated load of 20kN over 300mm square
- (5) Any equipment, tools or materials left unattended on the non operational worksites and not stored in the secure area shall be the responsibility of the contractor and LUL will not be liable for any theft

WI210.8 Hoardings and closures

- (1) The Specific Works Information states if there is a requirement for the *Contractor* to provide, install, maintain and remove on completion of the *works* such hoardings and barriers as may be required.
- (2) All hoardings and barriers comply with the requirements as described in the Standards, in particular Standard 1-027.

WI210.9 Temporary Works

- (1) The *Contractor* is not permitted to exhibit a name board without prior agreement with the *Project Manager*. Where the Specific Works Information states that the *Contractor* is required to provide and erect a LUL site notice board describing the *works* and listing the *Contractor* and major Sub-*Contractors* the *Contractor* allows for also fixing the standard 1200 x 300mm name boards of the *Project Manager* and appointed Consultants.
- (2) The *Employer* may display signs and notices giving information and may attach them to temporary hoardings as well as permanent structures. Such signs and notices are not obscured from view nor displaced except with the acceptance of the *Project Manager*.
- (3) No advertising whatever on either temporary or permanent hoardings or any other part of the work is allowed except such as the *Employer* may require for its own purposes.
- (4) The *Contractor* is responsible for removing immediately all other notices, advertisements etc., posted on site by unauthorised



persons.

WI210.10 Materials, Plant, Equipment and Storage

- (1) The *Contractor* provides all Equipment, tools, vehicles, tarpaulins, dust suppression/ sheets, PPE and the like as required for completing the *works*.
- (2) The *Contractor* is responsible for maintenance, servicing, providing all fuel and consumables and is fully compliant in accordance with the requirements of the *Project Manager*.
- (3) All equipment supplied by the *Contractor* for use in the *works* is fit for purpose and complies with all relevant standards and approvals and the *Contractor* provides all necessary certification documentation. The *Contractor* seeks guidance from the *Project Manager* if he is in any doubt as to the approvals required for any item of equipment necessary to provide the *works*.
- (4) The site compound and available storage is described within the Specific Works Information.
- (5) Unless otherwise stated in the Works Information, a power supply is not made available for the use of the *Contractor* on Site. The *Contractor* supplies his own power supply, task lighting and means of distributing temporary power to the work location as required.
- (6) The *Contractor* provides his own access equipment for working at height. Storage may be provided within the site compound as detailed in the Trade Specific Works Information. If any storage or accommodation is available it is detailed in the **Specific Works Information**. All materials, plant and equipment stored within the designated storage area is at the *Contractor's* risk. The *Contractor* is responsible for security of materials/ plant and all containers are stored in a controlled access secure compound provided to the *Contractor*. The *Contractor* is responsible for security measures to his own container.
- (7) Delivery, unloading and distribution of Materials, Plant and Equipment is the responsibility of the *Contractor* and is done during the working period or other such time stipulated or agreed by the *Project Manager*.
- (8) Storage on the station premises other than that indicated in the Specific Works Information will not be permitted, unless agreed in writing by the *Project Manager*.
- (9) Any stored Material, Plant and Equipment remains the responsibility of the *Contractor* even though title for such Material, Plant and Equipment may have passed to the *Employer* in accordance with the *conditions of contract*.
- (10) The *Contractor* is responsible for making all arrangements with 3rd parties for further storage areas he may require, which are not on the *Employer's* property.
- (11) Where the Specific Works Information states that the *Employer* will make available areas and accommodation for use as temporary storage for materials, plant and equipment, the *Contractor* is responsible for making and agreeing the necessary arrangements with the appropriate personnel as directed by the *Project Manager*. Materials and plant deliveries are co-ordinated to the programme of works-



- (12) The *Contractor's* site storage is engineered to avoid any security breach or interference to the operation of the railway.
- (13) Where temporary storage facilities for materials and plant is not provided by LUL the *Contractor* is responsible for his own arrangements and for making all necessary arrangements with the Local Authorities and for the payment of all rates and charges in connection therewith and for dealing with any notice of assessment, demand or other like document which may be received in respect of such temporary facilities.
- (14) It is the responsibility of the *Contractor* to ensure that storage licences have been obtained. Where materials are required to be left on Site for a period of time that is over and above the shift time a material licence is obtained and displayed on Site.
- (15) Combustible materials are to be limited wherever possible or stored in metal containers/bins. All materials intended for use on LUL premises are stored safely and, where possible, under fire retardant blankets/covers. Storage licences are dated/timed and the Site Manager in conjunction with the SPC will monitor the licence limitations. If the work is likely to exceed the allowed time, the SPC arranges for an extension.
- (16) All applications for a storage licence to store materials are processed in accordance with Contract QUENSH Conditions 1-552.
- (17) The *Contractor* only conveys loads (other than hand-held loads) on escalators and in lifts during Engineering Hours (as defined in WI215.1.C(3)) and after the *Project Manager* has granted prior written authority for their movement, including completion of a Materials Movement Application Form which is available from the *Project Manager*.
- (18) Materials are moved in accordance with the requirements of Contract QUENSH Conditions 1-552.
- (19) All loads are properly secured at all times, to prevent spillage and movement. Escalator trolleys are under the control and authority of a competent person, who has:
- been trained and in possession of a valid certificate;
 - a valid Movement of Materials Licence
 - Possession of the escalator(s) being used, with an escalator permit taken out by a qualified person.

WI210.11 Telephone and Fax

- (1) The *Contractor* will not be permitted to use any station or depot telephones or fax machines. The *Contractor*, if required by the Specific Works Information, provides a telephone and fax machine on the Site for his own use and to enable communications to and from the *Employer* and *Project Manager*. He also provides further telephones if he so requires for the use of his *Subcontractors*. The *Contractor* is responsible for the cost of installation, rental and all call charges and any other incidental costs in the provision of a telephone and fax.

WI210.12 Water for the works



- (1) Where the Specific Works Information states that the *Employer* provides a potable water supply for the *works*, the *Contractor* is responsible for any hoses/ bowsers and ensuring that the supply is adequate for his requirements and for making any alternative supply arrangements as may be required together with all arrangements for the distribution of water around the Site as necessary.

WI210.13 Scaffolding

- (1) The *Contractor* refers to Specific Works Information for details of any scaffolding to be provided by the *Contractor*.

WI215 Access Arrangements

WI215.1 The Access Plan

- (1) The *Contractor* submits, in conjunction with the Programme, an Access Plan to the *Project Manager* for acceptance in accordance with the *conditions of contract*.
- (2) The Access Plan aligns with the Programme, and details the access required by the *Contractor* to carry out the works. The initial Programme and Access Plan submitted for acceptance highlights where the *Contractor* requires access to specific areas of the *works*.
- (3) Notwithstanding the access confirmed to the *Contractor*, should further and additional access (e.g. extended engineering hours, day work in traffic hours, additional Station and Track Major and Minor Closures) be notified to the *Contractor*, then the *Contractor* is obliged to utilise such additional access as optimally and efficiently as he is reasonably able to do so.
- (4) The *Employer* books access on behalf of the *Contractor* in accordance with the process outlined in Section WI 215.1 of this General Works Information, and the Access Plan will be used to validate booked access requirements.
- (5) The Access Plan shows on a day by day and shift by shift basis (differentiating by night and day where more than on shift per day is planned) the location areas planned to be worked upon, and the access required to support the Programme and associated look ahead.
- (6) The Access Plan is kept current, and is updated and submitted to the *Project Manager* every time a Programme is submitted for acceptance, highlighting any additional access that the *Employer* may need to book on behalf of the *Contractor*.
- (7) The *Contractor*, in planning the works, and in compiling and submitting the Access Plan, is fully cognisant of the notice periods for booking which the *Employer* is required to comply with. The minimum notice periods for the commonly required access are provided below:-

Minor Closures	90 days
Generic Access	28 Days
L&E Closure	90 days
Platform Closure	90 days



Station and Track Access 28 days

- (8) A copy of the Access Code, from which the above notice periods are extracted, and which sets out the process, requirements and obligations of the *Employer* in booking access may be inspected for the *Contractor's* information upon request to the *Project Manager*.

WI215.1.A General Access Arrangements

Introduction

- (1) The *Contractor's* attention is drawn to the fact that access to the Site is limited.
- (2) For the purposes of the *works*, the Working Areas available to the *Contractor* shall belong to one of the following classifications:
- Class A; Operational Areas – any area which is accessed via the station main or ancillary entrances, is immediately adjacent to the main entrance, is reasonably considered to be required for the operation of the station, or is accessed through a locked door or entrance, for which a key can be obtained from the station supervisor or landlord agent
 - Class B: Non-Operational Areas: any area which is not accessed by any means described above, and is entirely enclosed and segregated from any Class A areas.
- (3) Works in Class A areas must be carried out during engineering hours, unless expressly agreed with the PM and GSM. Permission to work in Class A areas during traffic hours will only be granted if it can be demonstrated that the safety and operability of the station is not compromised. Works in Class B areas can be carried out at any time, within the constraints of any S61 notice. Regardless of classification, LUL access processes apply. All operatives must be booked in with the Station Supervisor or the PICER controlled by *Employer*.
- (4) LUL shall be responsible for obtaining Operational Assurance Notification (OAN) sign off from the operator (pursuant to LUL Standard 1-538) for any works, regardless of access classification.
- (5) The *Contractor's* attention is also drawn to the requirements of section WI250.4, and in particular the Frustrated Access Procedure as included as Appendix G of the Specific Works Information, as referred to under that section.

WI215.1.B Site specific and additional access arrangements

- (1) Programming of operations during occupation/possession of the Railway
- (2) It is essential where operations are to be carried out during occupations of the railway (Class A Area) that these are carefully programmed and that the time available should not be exceeded. Reasonable allowance must be made to allow for unforeseen difficulties.



- (3) It is currently envisaged that no closures of the railway (station or track) shall be required to Provide the Works, and therefore the *Employer* has made no allowance for them. Should the *Contractor* require possessions because of the chosen construction methodology, the *Contractor* shall request the possession through LUL, as well as being liable for any cost (or loss of operational profit) incurred by LUL as a result of the possession. LUL will be responsible for managing any station closures and possessions

WI215.1.C Contractor's Working hours

- (1) Having cognisance of the working hours available, the *Contractor* shall notify the *Project Manager* of the hours/shifts/days in the week he proposes to work in order to comply with the requirements of the Programme, taking due account of any restrictions on site hours.
- (2) The *Project Manager* or the appointed *Supervisor* reserves the right to stop any work at any time if such work appears to constitute potential health and safety impacts or nuisance.
- (3) Engineering Hours is the period between the stipulated station closing time and stipulated station open time for non track areas. For Track areas the precise hours vary nightly and are stipulated in the LUL EWSA and the daily engineering notice.
- (4) Paddington (H&C) station's opening and closing times are (based on the 24hr clock)

	Last Train / First Train times	Station opening and closing times	Station preparation time
Monday-Friday	00:54 / 04:51	04:40 / 01:05	20 mins
Saturday	00:54 / 04:51	04:40 / 01:05	20 mins
Sunday	00:45 / 06:34	06:20 / 00:55	20 mins

The *Contractor* shall assume that all work to be carried out in Category A areas shall be conducted in Engineering Hours, with the exception of non-intrusive visual surveys, or, with the prior approval of the *Project Manager*, any other work that may not disrupt station operations, pose any risk to staff or passengers, create excessive noise or dust or in any way compromise the safety and security of the station.

- (5) Any work to be carried out externally to the current station demise will be regulated by the Section 61 consent obtained by LUL from Westminster City Council,
- (6) Works on Railway Premises
- (7) The *Contractor* shall provide the *Project Manager* with two weeks notice of any works to be carried out on Railway Premises other than in the Working Areas identified in the works Information. Occupation of such areas must be arranged as



part of the agreed programme of works.

- (8) Together with any request for occupation of such areas, the *Contractor* must submit to the *Project Manager* for approval details of work to be done and plant and labour to be employed. The *Project Manager* may refuse to arrange an occupation if in his opinion the *Contractor* does not propose to make adequate use of that occupation. It will be incumbent upon the *Contractor* to complete the work as detailed during any such occupation. If further occupations have to be arranged because of the *Contractor's* failure to complete the work, the cost of providing additional LUL' supervision will be deducted from monies due or to become due to the *Contractor* in accordance with the *conditions of contract*.
- (9) The *Contractor* shall give at least 2 weeks notice to the *Project Manager* to cancel any booked occupation. In the event of non-use by the *Contractor* of any booked occupation and in the absence of at least 2 weeks notice of cancellation as aforesaid, any costs incurred by LUL as a result may be deducted from monies due or to become due to the *Contractor*.
- (10) The following shall be noted with reference to available working times at stations
- a) Current on and current off times for all platforms are similar.
 - b) All station areas (Class A) must be completely handed back to the operating staff at the same time.
 - c) The *Contractor* is advised that line clearance will be required to be reported 20 minutes prior to the current on switching time and that he will have to be clear of the track at this time. To ensure that this obligation is met the *Contractor* is advised to cease all physical work approximately 20 minutes before this time and to complete any dismantling and removal of plant, tidying and cleaning up within the intervening period.
 - d) The Station Supervisor will require a minimum of 20 minutes before the station is due to reopen to carry out any detailed inspection prior to accepting the return of the station for operational use. The *Contractor* shall have completed all work by this time and shall accompany the inspector and attend immediately to any irregularities reported.
 - e) The Station closure times shall be deemed to accord with the net period between current off and on times.
 - f) The *Contractor* shall complete any daily clear up operation prior to handback at the station to the SS. The *Contractor*, LUL and the Station Supervisor shall jointly inspect the station prior to handback and formally sign the station handback form (to be provided by LUL)

WI215.2 Booking and arranging access

- (1) The *Employer* books and co-ordinates access to the Site for the *Contractor* in accordance with the SABRE process, unless otherwise stated in the Specific Works Information. The



Contractor submits, and keeps current as may be required by the programme and as may be requested by the Project Manager, an Access Plan. The Access Plan will align with the programme, and will detail the *Contractor's* requirements for access, on a shift-by-shift basis, to carry out the works.

- (2) The *Contractor's* attention is also drawn to the requirements of section WI250.4, in connection with interrupted or delayed access to the *works*.
- (3) The *Contractor* complies with the requirements of the use of LUCAS (London Underground Combined Access System), particularly in the context of access control at the point of Site entry.

WI215.3 Operational Assurance Notification & Non-Technical Summary

- (1) The *Employer* is responsible for obtaining Operational Assurance Notification (OAN). However, the *Contractor* is responsible for providing the required information and his requirements to the *Employer* to obtain the OAN in good time.

WI215.4 Training, certificates, identity cards and entry permits

- (1) The *Contractor* is responsible for ensuring that all staff and personnel are suitably trained, competent and carry the appropriate and requisite certification for performing the roles required of them in carrying out the *works*.

The Standards, and in particular QUENSH and the Rule Book(s) set out the training and certifications required to be met by the *Contractor*.

- (2) Not used
- (3) The *Contractor* is responsible for arranging, booking, and paying for all requisite medicals, training and certification of its staff and / or personnel. Details of the cost and process for booking LUL arranged training / certification courses are provided within Appendix R as of the Specific Works Information
- (4) The *Contractor* allows a minimum of **28** days notice period for all *Employer* provided training and certification courses. Any time period less than this cannot be guaranteed, and although efforts may be made to facilitate wherever possible, the *Contractor* does not rely on such reduced time periods being accommodated.
- (5) At the *starting date* of the Contract, the *Contractor* must produce a competency matrix for all *Contractor's* staff or personnel involved in Providing the Works detailing the training, certification and other competency information held on record. The *Contractor* updates the matrix throughout the Contract duration maintaining current records and make available on request of the *Project Manager*

WI215.4.A Training, certificates, Identity cards and entry permits

Generally



- (1) Where there is any conflict or ambiguity between the requirements in the Works Information in this Contract and the QUENSH Conditions then the requirements of the Works Information shall take precedence.
- (2) Not Used.
- (3) Training access requirements apply to all working areas, regardless of classification defined in 3.1.1 of this document.

WI215.5 LUCAS (London Underground Combined Access System) Smartcard

- (1) LUCAS is the membership and Smartcard scheme for Engineering and Construction workers on London Underground.
- (2) All Contractor personnel require a valid LUCAS (London Underground Combined Access System) Smartcard in order to access the Site and carry out works on London Underground infrastructure. The Contractor's personnel obtain their Smartcards by booking onto the Access, Health, Safety and Environmental (AHS&E) and pass a computer-based assessment. The assessment takes 2 hours and personnel are expected to study the learning material in their own time.
- (3) The Project Manager ensures that the LUCAS Team has been formally notified of the Contractor's award of contract. On receipt such notice, the LUCAS Team set up an on-line account for the Contractor to enable him to book and pay for all Contractor personnel assessment training and for the issuing of LUCAS Smartcards.
- (4) For information on how to obtain a LUCAS Smartcard, the cost and medical requirements, contact the LUCAS team as follows;
LUCAS Team
4th Floor East Wing
Ashfield House
7 Beaumont Avenue
London
W14 9UY
Tel: 020 7918 5297 (auto 45297), or
Email: lucas@tube.tfl.gov.uk
Contact: 08:00 – 16:00 Monday to Friday
- (5) The Smartcard is specific to an individual, not transferable and is valid for a 3 year period.
- (6) The Contractor's personnel carry their LUCAS Smartcard at all times when in performance of the Contract and present them to any authorised representative of the Employer for inspection when requested to do so. Failure to produce a valid Smartcard, or requisite certification, for inspection may result in the individual being instructed to leave site.
- (7) The Smartcard does not entitle the Contractor's staff or personnel to any benefits other than permitting access to the Site for the purpose of carrying out works during the agreed hours of work. The Smartcard remains the property of the Employer and is required to be returned immediately upon request.



- (8) With the exception of the LUCAS Smartcard course, details of required courses and medicals are detailed in QUENSH, with the exception of the LUCAS Smartcard course detailed above (3).
- (9) Exceptions to the LUCAS Smartcard process;
For certain exceptional circumstances it may not always be practical or cost effective to enrol the suppliers or Others on a LUCAS Smartcard training course.
Such scenarios whereby temporary LUA-LU paper certificates are issued instead of a LUCAS Smartcard would be;
- Specialised *Contractors* requiring limited access
 - Survey work requiring limited access
- If the *Project Manager* decides to permit exceptional access to Site or working areas, the *Contractor* must obtain the *Project Manager's* written acceptance regarding the personnel and work activities prior to commencement on Site.
- (10) Visitors
Any person attempting to gain access to the Site or working areas who is not in possession of a valid LUCAS Smartcard is treated as a visitor. All visitors, except for authorised collection or delivery drivers, are escorted or supervised at all times by an authorised member of staff whilst on Site.

The *Contractor* maintains a register of all visitors including:-

- Name;
- *Employer*;
- Nature of business / persons being visited;
- Time in;
- Time out;
- Supervisor/escort name including signature.

The *Contractor* provides a health and safety site briefing to the visitor who signs a form to confirm that they have received the briefing and understand the site rules and their respective responsibilities as a visitor.

The *Contractor* issues the visitor a temporary pass that is valid for a maximum 24 hours and the expiry date and time is clearly indicated.

The *Contractor* ensures the temporary pass is returned when the visitor leaves the site and that a list of lost any passes is maintained.

Lost electronic visitor passes are de-activated immediately on the *Contractor* being made aware of the loss.

WI215.6 LUCAS – Access Control

- (1) The *Contractor's* attention is drawn to the fact that access to the Site is limited.
- (2) Works in the Site are to be carried out by the *Contractor* during



engineering hours, unless otherwise expressly agreed with the *Project Manager*. Permission to work in traffic hours will only be granted if it can be demonstrated that the safety and operability of the station is not compromised.

- (3) The *Contractor* should note that the *Employer* does not guarantee uninterrupted or exclusive access to or use of the Site. The *Contractor* is required to plan and manage booking and utilisation of all access to Working Areas. If access has not been correctly booked, the *Contractor* will have no claim whatsoever for frustrated access and it will not be considered a compensation event.
- (4) When booking in and out of the Site, the *Contractor's* staff and personnel report in, record entry and exit, and present their Smartcards when and where required, in accordance with the local access control arrangements.
- (5) Where a Smartcard reader is installed on Site as part of the local access control arrangements, then all *Contractor* staff and personnel as a mandatory requirement swipe their Smartcard on entry and egress from the Site. Any individuals found on Site where such a card-reading system is in place who have not followed such a procedure may be instructed to leave Site for the duration of the associated shift, regardless of whether they may hold the appropriate Smartcard. The *Employer* takes no responsibility for any abortive costs or impact to schedule of any such instruction to any member of the *Contractor's* staff under such circumstances.

WI220 **Not Used**

WI225 **Security and protection of the Site**

WI225.1 **General matters**

- (1) All *Contractor's* staff and personnel are required to book on and off from the Site in accordance with LUL Standards and procedures and in particular the LUCAS process as outlined previously in Section WI 215 of this General Works Information. Further specific details as to location and arrangements are provided in the Specific Works Information.

WI225.2 **Site Security - General**

- (1) The Principal Contractor is responsible for security and protection of the whole, or parts of, of the *works*. The provision of security by either party does not in any way absolve the *Contractor* of his obligations under the Contract for the protection of the *works*, including those of any sub-*Contractors*.
- (2) The Specific Works Information identifies the party responsible for the security of the Site. Notwithstanding such site security, the *Contractor* arranges for the security of the *works*, his temporary *works* and all materials and equipment delivered to Site for the purpose of Providing the Works.
- (3) The use of guard dogs is not allowed.

The *Contractor* shall indemnify LUL against all loss and damage



- (4) to their temporary works and to all materials and equipment brought to the Site for the purpose of Providing the Works whether by theft or accident or malicious intent by third parties or otherwise. For the avoidance of doubt this does not apply to materials brought to the Site and incorporated into the *works*.

WI230 Protection of Existing Structures and Services

WI230.1 Utility supplies

- (1) Public and Private Utility Equipment: The *Contractor* notes and implements the recommendations of the National Joint Utilities Group in respect of procedures for avoiding danger from underground cables.
- No electric cables or other services are cut into until the *Contractor* has taken steps to ensure, in conjunction with the authority responsible for the service, that the cable or other service is dead.
 - Should any damage be done to any service, the *Contractor* immediately reports the damage to the *Project Manager*. Following any incident of damage being caused in the undertaking of the *works*, the *Contractor* is liable for the reasonable cost of the repairs if the *Project Manager* decides that the *Contractor* was responsible for causing the damage.
 - The *Contractor* maintains access to all areas/rooms in the vicinity of the *works* where others require access for maintenance, unless otherwise agreed with the *Project Manager*.
- (2) Any diversion, alteration or reconstruction of any existing sewers, drains, gas, water or electric mains, cables and overhead wires or any other services will normally be carried out by the relevant Statutory Authority or owner. If the *Contractor* requires any services to be diverted or relocated, the *Contractor* submits an early warning to the *Project Manager* in accordance with the *conditions of contract*.
- (3) The *Project Manager* agrees the extent and details of any such work with the statutory authority or owner to whom he will also issue the necessary orders.

WI230.2 Damage to works and protection to adjoining structures

- (1) The *Contractor*, in Providing the Works, permits nothing to be done that is liable to injure the stability of the *works* or existing buildings and no cutting through floors, roofs or walls will be allowed except as shown on the drawings and sanctioned by the *Project Manager*. The *Contractor* is responsible for all damage caused by carelessness or inadvertence of his staff and personnel.
- (2) The *Contractor* protects from injury and damage the adjoining buildings and surrounding premises as required and is responsible for and making good as soon as practicable all damage done through the carrying out of the *works* in this Contract.
- (3) The *Contractor* is responsible for making good any damage to adjacent properties suffered through the progress of the *works*,



to the complete satisfaction of the owners of the said properties. Permission from an owner of adjacent property through which access is necessary to carry out the *works* will be obtained by the *Employer*, however if such access is desired to accommodate the *Contractor's* method of working it is obtained by the *Contractor*. The *Contractor* is responsible for preparing and delivering letters, notifications and advertising as necessary to local residents who may be affected by the *works* as regards noise, working hours, traffic movement and general impact.

- (4) If the *Contractor* splashes or defaces in any way, floors, walls, ceilings, or other parts of the structural assets, whether the treatment of such surfaces is included in the Contract or not, the *Contractor* makes good the same, and washes and cleans the affected area. Any work damaged or deficient by reason of the *Contractor's* operations is made good with new materials to match existing. The *Contractor* is to protect and make good or compensate for any damage caused by his operations to any of the *Employer's* vehicles, property or furniture.
- (5) The *Contractor* ensures that the minimum of inconvenience is caused to residents and occupants of the adjoining properties and takes all necessary steps to prevent a nuisance arising from noise and dust.
- (6) The *Contractor* is responsible for all damage to rooms, concourses, walls, vaults, paving, escalators, vent shafts, LUL fixtures and fittings on and around the Site during the progress of the *works* and makes good any damage caused by him.
- (7) The *Contractor* provides and maintains during the execution of the *works* all supports as may be necessary to preserve the stability of the structures, whether new or existing.
- (8) No materials may be mixed on any finished floor covering, paving or screed to receive same and the locations of mixing sites are to be agreed with the *Project Manager* prior to use, are kept clear of any areas in use by LUL staff and also any open drains or gullies. The *Contractor* makes good any damage caused by him in respect of such matters.
- (9) All materials stored on the Site are to be properly stacked and are to be kept well clear of areas in use by the Public or LUL staff and also any open drains or gullies.
- (10) The *Contractor* provides for the protection of the Public, LUL staff, servants and property and all other persons occupying or using the premises during the progress of the *works* included in or required to be done in connection with this Contract.
- (11) The attention of the *Contractor* is drawn to the provisions of Part VIII of the Greater London Council and the London Residual Body's (General Powers) Act 1966. The *Contractor* is responsible for ensuring that all plant is placed and used and all operations carried out in such a manner as to prevent injury to persons or loss or damage to property in the event of any accident occurring.
- (12) All reasonable means are used to avoid inconveniencing adjoining owners, occupiers, members of the public and LUL staff. The *Contractor* indemnifies the *Employer* against any claim or action for damages arising from the use of any machinery and equipment.



- (13) The *Contractor* does not obstruct any public way or otherwise do or suffer to be done anything which may amount to nuisance or annoyance, and does not interfere with any right of way or light to adjoining property, and any notice received by him or left upon the Site requiring the discontinuance or suspension of any part of the *works* is immediately forwarded by him to the *Project Manager* or if given verbally, communicated to the *Project Manager* in writing.

WI230.2.A Damage to works and protection to adjoining structures

- (1) The *Contractor* shall permit nothing to be done that is liable to injure the stability of the *works* or existing buildings and no cutting through floors, roofs or walls will be allowed except as shown on the drawings and sanctioned by the *Project Manager*. The *Contractor* will be held responsible for all damage caused by carelessness or inadvertence of his staff and personnel.
- (2) Prior to works commencing, the *Contractor* shall be party to a dilapidations survey with LUL and any other contractors working in the area. The survey shall be kept as a record of the condition of the assets. The surveys shall be undertaken on a frequent basis as and when assets are worked on
- (3) The *Contractor* shall keep the *Employer* indemnified against any claim or loss consequent upon any act, neglect or omission of the *Contractor* or his agents, servants or workmen.
- (4) The *Contractor* shall maintain insurances as required and described in the Contract Data and the *Conditions of contract*.

WI230.3 Drying the works

- (1) The *Contractor* includes for providing temporary equipment, plant fuel and attendance for drying and controlling the humidity of the *works*. The use of permanent service installations will not be permitted for this purpose. The method adopted by the *Contractor* in drying out the *works* is such that undue shrinkage or other detrimental effects are not caused to the structure and finishes.

WI235 Protection of the Works (82.1)

- (1) Unless expressly stated otherwise in the Specific Works Information, the *Contractor* is responsible for protecting their element of the *works*.
- (2) The *Contractor* protects the *works* from inclement weather. The *Contractor* allows for providing and fixing all necessary approved covers which may be required for covering the *works* at the advent of inclement weather or sections of new and old work at the end of each day's work including leaving the premises secure and watertight.
- (3) The *Contractor* takes all necessary precautions, such as the provision of screens, barriers and warning boards. The



Contractor's attention is drawn to the trade specific scope of *works*, which provides details of the facilities the *Contractor* will provide, to ensure the safety of all traffic and the protection of workmen, *Employer's* employees and the general public.

- (4) The *Contractor* provides all necessary clean dust sheets (any proposed sheeting is submitted to the *Project Manager* for acceptance) for covering up all plant, machinery, work benches, racks, stores, floor and other items as instructed by the *Project Manager* whilst work is being carried out. Sheets are to be removed after each period of work, cleaned off and replaced as required at the commencement of next working period and the *Contractor* includes for all extra costs involved in carrying out this work.
- (5) Wire bonds, tubular scaffolding and other scaffolding constructed in metal are not used near current rails or other non-insulated current conductors. No tie, including cords is to be fixed to any running rails even if the track is "dead".

WI240 Traffic Management

WI240.1 Traffic Management - General

- (1) Refer to the Traffic Management Plan located in Appendix J of the Specific Works Information.

WI240.2 Damage (to highways etc) (82.1)

- (1) The *Contractor* is responsible for making good any damage to roads and footpaths and services underneath or adjoining, whether public or private, if caused by or attributable in any way to the cartage of equipment or materials by either the *Contractor* or any *Sub-Contractor* under the Contract.

WI240.3 Cleanliness of highways (27.4)

- (1) The *Contractor* is responsible for keeping public and private roads free from mud, dust or rubbish caused in Providing the Works.
- (2) The *Contractor* ensures that all vehicles whether his own or those of any *Sub-Contractor* supplier or any other person coming to or leaving the Site are so clean as to ensure that such vehicles do not cause mud dirt or other materials to be deposited upon any highway road or other route being used by such vehicles and the *Contractor*.

WI245 Condition surveys

WI245.1 Asbestos Survey

- (1) Refer to the Pre-Construction Information document.

WI250 Access within the Railway Environment



WI250.1 Working on Network Rail infrastructure

- (1) Where Network Rail is responsible for the operational running of certain assets within a Site, the access required by the *Contractor* in Providing the Works will be subject to additional Network Rail access rules at certain locations. This includes minimum access permits such as PTS and COSS for operatives and site safety supervisors. Any works requiring access to the track or the area near the track requiring possessions of the Railways or isolations, the *Contractor* must make arrangements via the appropriate Network Rail process.
- (2) It is envisaged that the *works* will be undertaken within the confines of the new station building and refurbished H&C island platform. However, the *Contractor* is made aware that the H&C Platform 15 & 16 is adjacent to Network Rail platforms. Therefore due consideration is to be given when planning movement of material and/or *works* that may have any impact on Network Rail track and/or platforms. It is furthermore noted that, due to the proximity of tracks 15 (LUL) and 14 (Network Rail), works requiring access to track 15 will necessitate access booking onto track 14 as well, or a physical barrier to be erected to segregate the LUL working area from the Network Rail track. LUL is responsible for selecting, obtaining approval for and implementing the appropriate measures. The *Contractor* shall comply with any Network Rail process reasonably required, and any costs associated with it. The *Contractor* shall submit any requests for NWR access to LUL 28 days prior to their activities commencing
- (3) It is not expected that the *works* will require the booking of Network Rail possessions and/or the isolation of overhead current. However, this is dependent on the *Contractor's* proposed methodology of installation. However, the *Contractor* is reminded that both of these carry timescale and cost implications which are not under the control of the *Employer*. The LUL shall be responsible for managing any possession and isolation if his proposed methodology requires either a Network Rail Possession and/or Isolation. The contractor is liable for paying for any possessions or isolations.
- (4) Access to other areas
It is expected that the *Contractor* will require access to Paddington Central Complex managed by Paddington Central Management team. Where this is the case, they shall give the *Project Manager* at least 4 weeks' notice, and details of the *works* to be carried out, including:
 - A method statement suitable for onward transmission to Paddington Central
 - Number of operatives requiring access
 - Extent of work
 - Working hours required
 - Likely noise and dust generation and mitigation measures
 - Alternative dates when the work can be carried out



- Details of deliveries, delivery organisation, vehicle registration (48 hours in advance)

The *Project Manager* shall liaise with the appropriate estate management team, and agree in principle for access to be granted. Conditions may be placed. The *Contractor* shall then undertake follow up liaison to arrange detailed access permission.

There will be a period of time where the *Contractor* will be working with other contractors in the confines of the station. LUL will manage and co-ordinate access to the areas and determine through liaising with Crossrail where the *Contractor* can work and the activities that can be undertaken. The co-ordination will be done through the two week look ahead programme and a weekly co-ordination meeting chaired by LUL

WI250.2 Interference with traffic and station operations

- (1) The *Employer* will afford the *Contractor* reasonable facilities to enable him to Provide the Works but the *Contractor* must strictly observe any rules, regulations or instructions which he may from time to time receive from the *Project Manager* for the working and protection of such traffic or for the protection of persons employed on or adjacent to the Site.
- (2) Any Losses incurred by the *Employer* by reason of any obstruction interruption or hindrance to any traffic or to the use of the *Employer's* premises, facilities or assets occasioned by either the neglect or default of the *Contractor* or of any Subcontractor or by any failure on their part to observe any such rules regulations or instructions may be deducted from monies due or to become due to the *Contractor* in accordance with the *conditions of contract*.
- (3) The *works* shall be carried out in such a manner as not to cause any obstruction interruption or hindrance or endanger or interfere in any way with the operational railways which LUL, other train operating company or Network Rail has the responsibility to maintain

WI250.3 Interference with railway plant and track

- (1) The *Contractor's* staff and personnel must not operate or interfere with any railway plant or track in any manner whatsoever except as required by the *works*.
- (2) The *Contractor's* staff and personnel must at no times trespass upon the railway.
- (3) During the execution of the *works* the traffic along the Railways of the *Employer* (in this Clause called "The Railways") will be continued and all rules and regulations which may from time to time be issued by the *Employer* for working the traffic must be strictly observed by the *Contractor*.
- (4) The *Contractor* Provides the Works in such manner as not to interrupt, endanger or interfere in any way with The Railways of the *Employer* or the traffic thereon or equipment thereon existing. The *Employer* will afford the *Contractor* reasonable facilities to enable him to carry out the *works* but the *Contractor*



must strictly observe any rules, regulations or instructions which he may from time to time receive from the *Project Manager* for the working and protection of such traffic and protection of cables, signals, permanent way or other equipment or for the protection of persons employed on or adjacent to the Site.

- (5) If the *Contractor* obstructs, interrupts or hinders the *Employer's* Railway traffic or the use of the *Employer's* premises without the prior agreement of the *Project Manager* the *Contractor* is responsible for any Losses due to such obstruction, interruption or hindrance to the *Employer's* Railway traffic or the use of the *Employer's* premises.

WI250.4 Interrupted or delayed access

- (1) The *Contractor* is reminded of the *Employer's* frequent operational need to run Engineering and Sleet Trains, both planned and unplanned.
- (2) The *Contractor* is familiar with and cognisant of such issues, and allows for any planned engineering train movements within the planning and programming of the *works*. Notwithstanding that unplanned train movements causing the *Contractor* interrupted or delayed access is an *Employer's* risk event, the *Contractor* is expected to react, redeploy operatives and re-sequence the *works* so as to mitigate the effects in such circumstances where interrupted or delayed access may occur. The *Contractor's* Programme, where possible, allows for and highlights such contingency work operations that can be carried to in the event that interrupted or delayed access occurs.
- (3) The *Contractor* is referred to the Frustrated Access Procedure included as Appendix G as of the Specific Works Information, and the requirements therein. The *Contractor* is particularly reminded of the requirement for a copy of the Frustrated Access Form, fully compliant with the Frustrated Access Procedure as included also within the Appendix G to be submitted to the *Project Manager* by noon of the day following the aborted shift.
- (4)

The *Contractor* shall note that the following of the above Procedure and the advance notification of the requirement for access via the Access Plan are conditions precedent for a compensation event in relation to Frustrated Access.

WI250.5 Equipment Rooms

- (1) The *Contractor* arranges access to Operational Electrical Switch Rooms or Switch Cupboards giving the *Project Manager* a minimum of two days notice of his intention to access these areas. The *Contractor* is solely responsible for ensuring that the security of the Equipment Room is maintained and ensures that all access doors are securely locked when the work in the room is completed. The *Contractor* is solely responsible for safe working conditions within the Equipment Room.
- (2) Access for the *Contractor* to Operational Electrical Switch Rooms including Interlocking Machine Rooms, Relay Rooms, Power Rooms, Programme Machine Rooms, Communication Equipment Rooms etc., is only to be carried out by a QAF54 certified Key Holder in accordance with Standards. The



Contractor ensures that he has appropriately certified staff and personnel to comply with QAF54 and the Standards and is solely responsible for safe working conditions and the connections made within the Equipment Room. No work is carried out without the Key Holder being present.

- (3) It is strictly forbidden for the *Contractor* to have a duplicate of any of LUL's keys manufactured.

WI255 Not Used

WI260 Site Cleanliness

WI260.1 Site Clearance and Cleaning

- (1) On completion of each shift all Equipment, building appliances, apparatus or tools, surplus materials, together with all rubbish and debris of every description is to be removed as quickly as possible and conveyed away from the Site. All barriers, scaffolding are to be dismantled, taken down and removed when no longer needed and in any event upon Completion. The premises are left clean and tidy. A daily or more frequent clean is carried out to ensure passenger areas are free of dust and nuisance.

- (2) Not Used

- (3) The *Contractor* ensures that high standards of cleanliness and hygiene are maintained in all areas of the Site, in line with good industry practice. If the *Project Manager* notifies the *Contractor* that he has failed to comply with the required levels of cleanliness and hygiene, the *Contractor* resolves the problem within the agreed timescales to the acceptance of the *Project Manager*. Failure to rectify and maintain, may result in the *Project Manager* arranging additional cleaning to be carried out for which the *Contractor* will be liable for the cost thereof.

- (4) On completion of the *works* the *Contractor* clears the working areas made available to him of all surplus materials, stores, equipment, spoil, and rubbish and reinstates the areas to their condition existing prior to the *Contractor's* occupation of those areas.

- (5) Delivery and removal of materials to and from the Site by road are subject to the restrictions as detailed elsewhere within the Works information. Should the *Contractor* require delivery or removal of materials at times other than those detailed in the Access Plan he submits proposals to, and obtains acceptance of, the *Project Manager* prior to carrying out works.

WI265 Waste Materials

WI265.1 Control of waste on site

- (1) The *Contractor* is responsible for the removal of waste materials from the Site.
- (2) The *Contractor* attention is drawn to section WI1135 of the Works Information that details the *Contractor's* main requirements in relation to waste management, waste reporting and re-cycling.



WI270 Emergency Preparedness Plan

(1) LUL is acting as Principal *Contractor* and prior to the commencement of any *works* on the Site, will prepare an Emergency Preparedness Plan which the Contractor must comply with. This EPP will reference the Construction Phase Plan, and includes:

- A brief description of the *works*
- A brief plan of areas affected
- An assessment of the main risks posed by the construction *works* on the operation of the station and safety of staff and customers
- The key mitigations to address the above
- The means of communicating between *Contractor* and operator, in case of an emergency, including a list of contact details for the *Contractor's* site and office management



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 300

THE *CONTRACTOR'S* DESIGN

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WI305 Design responsibility (21.1)**WI305.1 General**

- (1) The Contractor is not required to undertake any design in relation to the works unless required within the Specific Works Information. This excludes any installation details such as shop fitting details; fabrication details; schematics etc.

WI305.2 Design Management Plan

Contractor is not required to produce a Design Management Plan.

WI310 Design submission procedures (21.2)**WI310.1 Design process****WI310.1.1 Permanent works submissions**

- (1) Permanent works submissions are in accordance with the contract, Standards and deliverables in the Specific Works Information.

WI310.1.2 Temporary works submissions

- (1) Temporary works are in accordance with the contract and Standards, in particular Cat 1 Standard S1062 'Temporary Works'.
- (2) Temporary works submissions include:
- Approved CDS;
 - Checked design calculations and drawings;
 - Designer's Risk Assessment;
 - Design Check Certificate (ascertain the category of check from the Standards which may require a Cat 3 check);
 - Clearance certificate if appropriate.
 - Power Load applications
- (3) Under no circumstances is temporary works design approval sought as part of method statement approval. All temporary works design information is submitted for approval as a Temporary Works Conceptual Design Statement (CDS) with sufficient time to allow due acceptance by the *Employer* prior to commencement of design activities and not less than four weeks prior to the intended start date for construction of the temporary works concerned. Upon approval of the Temporary Works CDS, the *Contractor* completes the design and checking to the required standard and produce a Temporary Works Design and Check certificate, signed by responsible persons from the Design and Checking organisation(s), for acceptance by the *Project Manager* prior to commencement of the temporary works.

WI315 Not Used



WI320 **Employer's requirements**

WI320.1 **Employer's design requirements**

(1) Refer Specific Works Information section 1.6.

WI320.2 **Change to Employer's design requirements**

(1) Any changes to design are managed through the RFI / Technical Query (TQ) process within Asite.

WI325 **Design co-ordination**

(1) The *Contractor* is responsible for the co-ordination of his design where this is applicable. However, the *Employer* is responsible for coordination of the design between all *Contractors* and disciplines. The *Contractor* attends the design co-ordination meetings, and liaises with and exchanges design information with the *Employer*.

(2) For the purposes of design co-ordination, this means the design resolution and design integration of any conflicts, or potential conflicts between all existing and new parts of the Project, including dimensional, electrical and systems.

WI330 **Requirements of Others**

(1) Refer Specific Works Information section 1.6.



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 400

COMPLETION

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WI 410	Not Used
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WI405 Completion definition 11.2(2)**WI405.1 Works to be Done by the Completion Date**

- (1) The submission of Red line drawings, in accordance with the requirements of section 2.0 of the Specific Works Information, is a condition precedent for Completion.
- (2) When the *Contractor* considers the *works* or any section thereof is complete and ready for acceptance, the *Contractor* shall notify the *Project Manager* in writing via a NOWRI (Notification of Works Ready for Inspection). A copy of the NOWRI Process is included as Appendix M as of the specific works information. The *Project Manager*, with the *Contractor's* full cooperation, conducts such reviews, inspections and tests as may reasonably be required to obtain the acceptance of the *Project Manager* that the *works* conform to all the requirements of the Works Information.
- (3) Not less than 4 weeks prior to issue of a NOWRI, the *Contractor* submits a short-term programme for the *works* close-out and handover for the acceptance of the *Project Manager*. The *Project Manager* refers the NOWRI to all interested parties within the *Employer's* organisation concerning particular aspects, including but not limited to:
 - a) Status of spares under the headings of:
 - orders placed
 - delivered and stored in agreed location(s)
 - outstanding with anticipated delivery dates
 - b) Handover of documents:
 - drawings,
 - specifications,
 - operating instructions,
 - Operating and Maintenance Manuals,
 - "as-built" drawings (in electronic format; micro station)
 - Completed MAID requirements in accordance with Appendix D as of the specific works information
 - Completed MAID Templates in accordance with LUL Procedure F-10709.
 - c) Surplus materials for disposal i.e. quantities, descriptions and where located.
 - d) Responsibility for purchase orders placed and not delivered.
 - e) A clear understanding of the financial position i.e. commitment, expenditure to date, expenditure to complete, reconciliation between the *Project Manager* and the *Contractor* of paid values including identification of outstanding invoices.
 - f) A clear definition of warranties, guarantees, etc. for all work, material and equipment, their commencement dates and durations.
 - g) Outline proposals for demobilisation.
 - h) Verification that the *Contractor* has complied with all of his obligations arising under the Contract with reference to taxes of all kinds.
 - i) Delivery of all required training. The *Contractor* is responsible for the quality, maintenance and operability of any works which have been completed but not yet been accepted into maintenance.

- (4) The Contractor shall be responsible for supporting the Project Manager in handing the new or modified assets into maintenance.

The *Contractor* shall provide any manuals, documents and red-lined drawings to reasonably satisfy the maintainer, and shall comply with the processes and procedures (MAID, ITP, PMF etc.) set out in the Works Information. The *Contractor* shall be responsible for the maintenance of any new or modified asset until it is delivered into service. In addition, the *Contractor* shall:

- Supply accurate and complete red line drawings, asset register change submissions and O&M manuals for all assets installed or modified prior to Completion or bringing into use as defined in the Specific Works Information.
- Notify the *Project Manager* of the actual or planned completion date for the *works* and close out of any snags already identified to date. Only once notification has been received, shall the *Project Manager* request attendance by engineers to carry out a final handover NOWRI inspection. The *Project Manager* reserves their right to inspect the works once notification has been received, prior to requesting engineering attendance to site.

WI405.2 Completion documentation

- (1) Refer Specific Works Information section 2.1.

WI410 Not Used

WI415 Training

WI415.1 Training of *Employer's* maintenance staff/end users

- (1) Refer Specific Works Information section 2.1.



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 500

PROGRAMME REQUIREMENTS

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WI 540	Not Used

WI505 Programme Requirements**WI505.1 Programme general requirements**

- (1) All programmes are prepared as computerised critical path method networks using precedence diagram methods and an indicative programme is produced by the *Employer*.
- (2) The *Employer* has adopted Primavera P6.1 as manufactured by Primavera Systems Inc. as the project management software package for time management of contracts related to the Project. The *Contractor* utilises programming software that permits 100% electronic data transfer compatibility with Primavera and is compatible with MS-Windows based computers unless agreed otherwise by the *Project Manager*.
- (3) Critical path method networks are developed in a logical format such that they comprise a series of sub-networks, each of which may stand-alone but, when integrated with the others, form the whole programme. Each sub-network is such that it can be reviewed, revised, expanded or otherwise manipulated in isolation from the main programme and then incorporated in the main programme upon being reviewed without objections by the *Project Manager*.
- (4) All programmes are plotted in Gantt chart format on a four weekly or period time scale. Gantt charts are presented on A3 or A4 size reproducible Gantt media. The bar charts indicate early and late start and finish dates, total float allowances, details and highlights critical activities and milestones including design milestones, Hold Points, Key Dates, and key interfaces with Others.

WI505.2 Programme control

- (1) The *Contractor* performs programme control and management including but not limited to:
 - a) Periodic measurement and reporting of progress of all Contract activities and comparison with the Accepted Programme.
 - b) Analysis of programme variance.
 - c) Identification of corrective actions, "what-if" analysis and potential impact on the overall Programme.
 - d) Presentation of results using appropriate techniques such as bar charts and progress curves.
 - e) Estimated time to Completion.
 - f) Production of resource histograms breakdown as per the *Project Manager's* requirements.
 - g) Use of the Programme coding structure - based on the review of the *Contractor's* proposal, the *Project Manager* advises on the structure to be adopted for the Contract.
 - h) Development and distribution of progress reports for the *Project Manager's* acceptance.
- (2) The *Contractor* submits for acceptance by the *Project Manager*, and distributes and maintains the following documentation related to programme control for the *works*:-
 - a) Critical Items Action Report (CIAR),
 - b) Work Plan (3 week look ahead),
 - c) Daily Progress Reports
 - d) 4-week Progress Reports.

WI505.3 Accepted Programme

- (1) The Accepted Programme is divided into sufficient activities to cover the whole of the *works* in a comprehensive manner such that each item of work is provided for. Each activity is unique, however, the number of activities are not to be so large that logic relationships become confused or artificial to the detriment of the programme.
- (2) In addition to the requirements of Clause 31 of the *conditions of contract*, the programme identifies and incorporates activities for the preparation, submission and review of the following:
 - Design approvals;
 - Method Statements
 - *Contractor's* Logistics Plan;
 - Assurance and handover documents.
- (3) If the number of any activities of a repetitive or multiple nature is such that there is a risk of confusing the programme, the *Contractor* may present details of such activities in a tabular format subject to having obtained the prior consent of the *Project Manager*. The format provides cross-references to the programme by way of activity identification numbers to enable date reconciliation with the remainder of the programme. Upon being reviewed without objection, any such details forms part of the programme.
- (4) The Accepted Programme identifies key milestones and critical activities, including start and finish dates, design milestones, total float allowances, hold points, *key dates*, and key interfaces with Others.
- (5) The Work Breakdown Structure (WBS) of the programme is to be identical to the WBS provided in Appendix A as of the Specific Works Information. The *Contractor* is to provide additional WBS levels below those provided where required in order to produce a comprehensible programme.
- (6) The milestones included in the programme are as a minimum the contractual and *key dates* indicated in Contract Data Part 1. The programme shows the contract date separately from the expected/actual date, whether the latter is earlier or later, noting that only a compensation event can give rise to a change in a contractual date.
- (7) All activities have predecessors and successors except for the first and last activity, unless a valid justification is provided by the *Contractor*.
- (8) All onsite construction activities included in the programme should have a duration of no longer than 10 working days.
- (9) The use of constraints is kept to a minimum and only should be used where the *Project Manager* has specifically notified the *Contractor* of constraints or dependencies, or they can be justified by the *Contractor*.
- (10) The programme shall be fully cost loaded in line with the accepted Activity Schedule.
- (11) Notwithstanding the *conditions of contract* the programme shall be updated and revised if requested by the *Project Manager* on any other frequency. Revised programmes show any revised key dates, and the Completion Date, reasons for changes and shall include details of all compensation events.
- (12) Each Programme submission shall be accompanied by the Programme Change Report, created using the template provided in Appendix A as of the Specific Works Information.
- (13) All activities are to have a % Complete Type of 'Physical'.

WI505.3.A Activity Schedule

- (1) The Activity Schedule shall be as included in the Contract Data Part 2 of the Contract. Activities included in the Activity Schedule shall be included in the Accepted Programme and be cross referenced to the corresponding Activity ID within the Accepted Programme.

WI505.4 Programme Resource

- (1) The Accepted Programme is resource loaded with key items of:-
- Equipment;
 - Plant and Material; and
 - People (labour resources);

to demonstrate the allocation of resources, manpower details described in the programme narrative and by the sequencing and deployment plan described in the method statement.

WI505.5 Resource Loaded Manpower Histogram

- (1) The *Contractor* prepares a Resource Loaded Manpower Histogram. This shows all planned labour and the human resources required for the safe implementation of the *works*. In addition, the *Contractor* submits a complementary narrative description of its plan for performing the *works* summarising the equipment and personnel requirements to complete a resource loaded schedule.
- (2) The *Contractor* updates and submits with each revised programme issued for acceptance, the Resource Loaded Manpower Histogram and narrative taking into account the actual work progress. Any proposed changes are promptly notified by the *Contractor* to the *Project Manager* and the *Contractor* furnishes the *Project Manager* with a revised histogram and narrative within ten calendar days after approval of the change by the *Project Manager*. The revised schedule and narrative is sufficient to meet the requirements for completion of the *works*.

WI505.6 Programme Activities

- (1) Programme activities are coded in accordance with the *Project Manager's* Cost Feedback Structure (CFS) system as included in Appendix Q and organised according to an agreed coding structure and other categories. Activity numbers and their activity descriptions are unique for the Contract duration, i.e. no activity number can be re-used or its descriptions modified or replaced.

WI510 Not Used**WI515 Methodology statement****WI515.1 Programme Narrative**

- (1) The programme narrative explains how the programme has been put together, with reference to the method statement and includes an explanation of:
- cycle times and work sequences;
 - the deployment of Equipment and labour;
 - the production rates used in determining durations;
 - the shifts assumed in determining durations;
 - the breakdown of labour requirements by trades; and
 - the schedules of quantities used in developing the Programme;

- interfaces with Others

to the extent that such information is not provided in the Method Statement.

- (2) The Programme narrative is in sufficient detail to enable the durations, leads and lags in the logic diagram to be reconciled and substantiated, and to enable the projected levels of labour (by trade) and staff and flows of plant, materials and equipment identified to be substantiated.

WI520 Work of the *Employer* and Others

- (1) As the *Works* form part of various interrelated work packages being undertaken by several independent trade package contractors and other LUL supplier, it is required that all works are co-ordinated by the *Employer*. The *Contractor* shall assist the *Employer* to achieve this by attending an initial overall programme development and co-ordination workshop which is expected to take place at the start of the Contract and as and when necessary as instructed by the *Project Manager*.
- (2) The *Employer* has provided an indicative programme showing high level dependencies between the trade packages and LUL suppliers. The *Contractor* shall produce his programme within the constraints and durations shown in the indicative programme in Appendix A as of the specific works information. However, this may be subject to change on the outcome of the initial workshop to support better co-ordination and delivery.

WI525 Information Required

WI525.1 Critical Items Action Report (CIAR)

- (1) The CIAR is submitted weekly and is the subject of a weekly team meeting including the *Contractor* and LUL Representative to discuss the corrective actions and alternatives needed to eliminate or mitigate the programme impact of critical items.
- (2) The CIAR analyses the programme to determine which items are critical or potentially critical.
- (3) The CIAR relies upon a sound analytical process for identifying critical items and therefore relies upon effective planning and programming analysis and review.
- (4) The LUL intent is that the CIAR is a working dynamic document, rather than an administrative tool.
- (5) The *Contractor* nominates a CIAR Co-ordinator from within his contract team. The CIAR Co-ordinator is responsible for development, maintenance and production of the CIAR.
- (6) The CIAR Co-ordinator is responsible for arranging and chairing the weekly CIAR meetings with relevant attendees.

WI525.2 Three Week Look Ahead

- (1) When the works are on site the *Contractor* prepares a three week look ahead programme updated weekly, to be submitted by the *Contractor* to the *Project Manager* no later than 12.00 noon on Mondays, detailing the works to be completed on-site during each shift and resource allocations. The three week look ahead is to be created using the template provided in Appendix O as of the specific works information.
- (2) Refer to WI820 In MANAGEMENT OF WORKS Section

WI 530

Revised programme

WI530.1

Revising the Programme

- (1) A revised programme is submitted for acceptance on Wednesday of week 4 of each period.
- (2) The revised programme shows progress against the baseline programme and indicates as a minimum, "time now" date, percentage completion of each activity and revised commencement / *completion date* as appropriate. The revised programme is accompanied by a text statement describing any problems and actions taken to resolve any issues.
- (3) The requirement or effects of preparing and providing revised programme and progress information and participating in the procedures for reviewing progress do not constitute compensation events.
- (4) The *Contractor* assists with establishing suitable programme and reporting interfaces, roll up processes and controlled access and visibility arrangements.
- (5) The *Contractor* assists in establishing format and best practice for programmes and reporting.



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 600

QUALITY AND ASSURANCE

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WI605**Samples****WI605.1****Samples for submission**

- (1) Where samples of finished work are specified the *Contractor* includes for providing the same at a location as advised by the *Project Manager* and obtaining acceptance of stated characteristics before proceeding with the *works*.
- (2) Approved samples are retained, kept in good clean condition by the *Contractor* on Site for comparison with materials or workmanship used in the *works*, and removed on completion.
- (3) Where and to the extent that products, materials or work are specified to be accepted or the *Project Manager* instructs or requires that they are to be submitted for acceptance, the same is supplied and executed by the *Contractor* to comply with all other requirements and in respect of the stated or implied characteristics either:
 - To the express acceptance of the *Project Manager* or
 - To match a sample expressly accepted by the *Project Manager* as a standard for the purpose.
- (4) Where and to the extent that materials, products and workmanship are not fully specified they are to be:
 1. Suitable for the purpose of the *works* stated in or reasonably to be inferred from the contract documents.
 2. in accordance with Good Industry Practice, including the relevant provisions of current BSI documents.
 3. In accordance with the Approved Products Register
 4. In Compliance with Section 12 materials requirements as defined in LUL Cat 1 standard 1-085.....

WI610**Quality Statement****WI610.1*****Contractor's* Quality Management System**

- (1) For contractors without existing certification: The *Contractor* at all times manages health, safety, environment and quality using suitably scaled and defined management system(s) that meet(s) the requirements as a minimum contained in HSG65.
- (2) For contractors with existing certification: The *Contractor* at all times manages health, safety, environment and quality using suitably defined management system(s) that meet(s) the requirements of standards BS EN ISO 9001, BS EN 14001 and OHSAS 18001.
- (3) The *Contractor* provides the overarching structure of their Quality Management System including a full listing of all their process maps / flow diagrams and procedures together with the respective document title, document / drawing number issue / revision status and, date of latest issue / revision. The listing shall also cross-reference the relevant sections of BS-EN-ISO 9001:2000 or BS-EN-ISO 9001:2008, BS OHSAS 18001:2008 and BS-EN-ISO 14001:2004, as appropriate.
- (4) The *Contractor* indicates where, in their full listing of process maps / flow diagrams and procedures, the following six required BS-EN-ISO-9001:2000 or BS-EN-ISO 9001:2008 procedures are held:– Section 4.2.3 Control of Documents; Section 4.2.4 Control of Records; Section 8.2.2 Internal Audit; Section 8.3 Control of Non-Conforming Product; Section 8.5.2 Corrective Action and Section 8.5.3 Preventive

Action.

WI615**Quality and Assurance management system****WI615.1****Quality Plan**

- (1) The *Contractor* in accordance with the requirements of contract specific Quality Management conditions (the QUENSH Contract Menu) included in the Specific Works information, develops, maintains and issues on a controlled distribution a detailed Quality Plan in the format provided in the Contract QUENSH conditions.
- (2) The *Contractor's* Quality Plan includes a project specific *Contractor's* authorised signatory list for all key signatories of project deliverable documentation and drawings. The *Contractor's* authorised signatory list is maintained throughout the life-cycle of the project. This listing includes the company name, name of assigned person, job title, the documentation / drawings they are authorised / responsible to sign, their respective sample signature and their respective sample initials, against each entry. The *Contractor's* subcontractors / supplier's key signatories of project deliverable documentation and drawings are included and maintained throughout the life-cycle of the project, on the *Contractor's* authorised signatory list.

WI615.2**Third-Party Certification Audits (Extrinsic Audits)**

- (1) Full and periodic third-party Certification Body Audits (Extrinsic Audits) are performed across all *Employer's* offices and sites, throughout the year.
- (2) In line with the third-party Certification Body Audit Notification, which is forwarded by *the Employer* to the *Contractor*, the *Contractor* participates in his preparation for any forthcoming third-party Certification Audit (Extrinsic Audit). Supervisors and operatives of the *Contractor* are required to cooperate fully during these audits and provide all evidence requested / sought by the HSEQ third-party Certification Body Auditors during these audits and, in any subsequent follow-up audits.

WI615.3***Employer's* Quality, Health, Safety & Environmental Audit Programmes, Inspection Regimes and HSE Tours**

- (1) The *Employer* has established Quality, Health Safety & Environment audit programmes and inspection regimes. An auditor, inspector or representative of the *Employer* reserves the right to stop work on any site as a result of any safety breach, major health and safety failure or flagrant breaches of HSE rules.
- (2) The *Contractor* participates in his preparation for any *Employer* required audit, HSEQ PGI and HSE Tour. Supervisors and operatives of the *Contractor* are required to fully cooperate during these audits and inspections. Inspections include, although are not limited to, HSE Tours by Line Management teams and, HSE Planned General Inspections (HSEQ PGI's) by HSEQ Advisors and Site Supervisory Staff.
- (3) The *Employer* is entitled to perform audits in order to determine whether the *Contractor's* Quality, Health, Safety and Environment Management System conforms to the planned arrangements for the scope of work and to the *Employer's* stated or implied requirements and, this includes entitlement to perform audits of the management systems of the *Contractor's* subcontractors and suppliers.

WI620

Assurance management

WI620.1

General(1) Employer's requirements

The requirements set out in this section shall be deemed to be the employer's requirements in respect of delivery of physical works at the station. These are additional to any other requirements set out within this Works Information.

- a) Generally, the delivery of new assets that conform to the functional, performance and operational requirements deemed to be discharged by the compliant design supplied, and more specifically
- b) Compliance with LUL and industry standards, as dictated by the provisions of the Works Information, with the exception of any concessions applied for by the *employer* and notified to the *contractor*, and any other exception listed below.

(2) Temporary works submissions

In accordance with the requirements of LUL standards 1-538 and S1062 A2, the *Contractor* shall assure all temporary works (if needed) by submitting and obtaining approval from the *Employer* on Concept Design Statements. No temporary works shall commence without prior approval.

The *Project Manager* also reserves the right to stop elements of the works, or not allow elements of the works to start, if the assurance provided, that does not require explicit approval, is found to be unsatisfactory, or if the proposed methodology is believed to pose a risk on the operation of the railway or the safety of staff or customers.

It is further noted that certain temporary works or construction methodologies may require concessions against specific LUL standards.

(3) Temporary works submissions shall include, where required:

- Approved CDS;
- Checked design calculations and drawings
- Design Check Certificate (ascertain the category of check from the Standards which may require a Cat 3 check);
- Details required for Track Clearance approval
- Details required for Power Load applications

(4) Operational Assurance

Operational assurance shall be provided for all works, temporary or permanent, and is the responsibility of LUL, who shall raise and obtain approval for Operational Assurance Notifications, using the information supplied by the contractor. The *Project Manager* will liaise with the Group Station Manager (landlord representative) for the purposes of obtaining OAN approvals. This is covered under the requirement to provide an Operational Assurance Notification for all works, in accordance with Standard 1-538.

Additionally, prior to the commencement of any works on site, LUL shall be responsible for and gain approval for an Emergency Preparedness Plan. This will reference London Undergrounds construction phase health and safety plan and shall take into account-

- Description of the works
- Plan of areas affected
- The main risks posed by the construction works on the operation of the station and safety of staff and customers
- The key mitigations identified in the plan to address the above

The means of communication identified between *contractor* and operator and PC, in case of an emergency, including a list of contact details for the *contractor's* site and office management

WI620.2

Design Assurance

Refer to Specific Works Information section 1.6.

WI620.3

Materials, workmanship, inspection and tests

- (1) All materials and workmanship are in accordance with the Specific Works Information and are the best of their respective kinds to comply at least with the minimum standards laid down in the relevant British Standard current at the time the *works* are carried out and/ or described in the Works Information and are subject from time to time to such inspections and/ or tests as the *Project Manager* may direct, at the place of manufacture or fabrication or on the Site or at any other place as appropriate. This level of compliance applies to all *Project Manager's* instructions issued during the contract.
- (2) Workmanship throughout is in accordance with Good Industry Practice and comply with the standards formulated by the various Codes of Practice and British Standards referred to in the Standards.
- (3) Where proprietary materials are quoted they are unless otherwise stated fixed, incorporated or applied in strict accordance with any instructions printed or issued by the manufacturers.
- (4) Methods of fixing, hoisting, and jointing unless otherwise stated in the Standards are entirely suitable and of good practice for the work in hand. All methods of working are subject to the acceptance of the *Project Manager* before work commences.
- (5) It is the *Contractor's* responsibility to ensure that the most recent edition of Standards applicable at the time the *works* is implemented.
- (6) Standards and submission of Materials. Whenever, in respect of any British Standard or European standards, all materials are required to comply with that standard, or equal approved. As soon as practicable after the award of the contract the *Contractor* submits to the *Project Manager* for his acceptance a list of his proposed suppliers and sources of materials required for the execution of the *works*.
- (7) Old Materials. No old materials are to be re-used (outside specific equipment identified in the drawings or in the Works Information) unless the *Contractor* is so instructed or unless special permission in writing be first obtained from the *Project Manager*.
- (8) Where the *Employer* makes available free issue equipment and material to the *Contractor*, the *Contractor* ensures equipment and material is securely located and labelled as the property of the *Employer* at all times.
- (9) Inspection or any other action by the *Project Manager* is not be taken as acceptance of products or work unless the *Project Manager* so confirms in writing in express terms referring to:

- Date of inspection
 - Part of the work inspected
 - Respects or characteristics which are accepted
 - Extent and purpose of the acceptance
 - Any associated conditions.
- (10) Submission for acceptance is made within 14 days of instruction or such other times as may be agreed with the *Project Manager*. Within 14 days of the date of submission the *Project Manager* gives notice of acceptance or rejection in the form detailed above, all rejection notices clearly state the reason for rejection.
- (11) General Quality of Products:
- Products are new unless otherwise specified.
 - For products specified to a British or European Standard the *Contractor* obtains and provides certificates of compliance from manufacturers where required by the Works information, or in addition when instructed by the *Project Manager*.
 - Where a choice of manufacturer or source of supply is permitted for any particular product, the whole quantity required to complete the work is of the same type, manufacture and/or source unless otherwise accepted by the *Project Manager*. The *Contractor* produces written evidence of sources of supply when instructed by the *Project Manager*.
 - The *Contractor* ensures that the whole quantity of each product required to complete the work is of consistent type, size, quality and overall appearance.
 - Where consistency of appearance is desirable the *Contractor* ensures consistency of supply from the same source. Unless otherwise accepted by the *Project Manager*, the *Contractor* does not use different colour batches where they can be seen together.
 -

WI620.3.A**Materials, workmanship, sampling inspection and tests**

- (1) The *Contractor* shall be responsible for the cost of all mandatory sampling, testing and reporting required by the Specification.
- (2) Non-mandatory sampling, testing and reporting requested by the *Employer* shall be at the cost of the *Employer* unless such sampling and/or testing confirms a non-compliance or defect in which case the *Contractor* shall meet to cost in addition to the cost of the necessary rectification work.
- (3) The *Contractor* shall provide such assistance, calibrated instruments, machines, labour and materials as the *Project Manager* may require for examining, measuring or testing the *works* and the quality of the materials used and shall supply samples for testing as may be selected and required by the *Project Manager*. The whole expense of such tests shall be borne by the *Contractor* unless the tests demonstrate that the workmanship or materials are in accordance with the Contract or the *Project Manager's* requirements.

WI620.4**Proprietary Products**

- (1) The *Contractor* handles, stores, prepares and uses or fixes each product in accordance with its manufacturer's current printed or written recommendations/instructions and submits copies to the *Project Manager* when instructed. The *Contractor* notifies the *Project Manager* if these requirements conflict with any other specified requirement.
- (2) The *Contractor* confirms that products specified and recommendation on their use complies with the contract and Standards. Where they do not, the *Contractor* informs

the *Project Manager* and does not place orders for or use the affected products without further instructions.

- (3) Where British Board of Agrément certified products are used, the *Contractor* complies with the limitations, recommendations and requirements of the relevant valid certificates.

WI620.5**Checking Compliance of Products, Plant and Materials:**

- (1) The *Contractor* checks all delivery tickets, labels, identification marks and, where appropriate, the products, plant or materials themselves to ensure that they all comply with the contract. Where different types are specified, check to ensure that the correct type is being used in each location. In particular, the *Contractor* checks that:
 - (i) The sources, types, qualities, finishes and colours are correct, and match any approved samples.
 - (ii) All accessories and fixings which should be supplied with the goods have been supplied.
 - (iii) Sizes and dimensions are correct. Where tolerances of components are critical, measure a sufficient quantity to ensure compliance.
 - (iv) The delivered quantities are correct, to ensure that shortages do not cause delays in the work.
 - (v) They are clean, undamaged and otherwise in good condition.
 - (vi) If such materials have a limited shelf life, that they are not out of date.
 - (vii) Certificates of Conformity, where required by the Works Information these are supplied by the *Contractor*.

WI620.6**General Quality of Workmanship:**

- (1) Not used
- (2) The *Contractor* inspects components and products carefully before fixing or using and reject any which are defective.
- (3) The *Contractor* fixes or lays securely, accurately and in alignment.
- (4) The *Contractor* ensures that all moving parts operate properly and freely. Does not cut, grind or plane pre-finished components and products to remedy binding or poor fit without acceptance of the *Project Manager*.
- (5) The *Contractor's* staff and personnel shall be appropriately skilled, experienced and generally competent for the type and quality of work.

WI620.7**BS 8000: Basic Workmanship:**

- (1) Where compliance with BS 8000 is specified, this is only to the extent that the recommendations therein define the quality of the finished work.
- (2) Not used
- (3) If there is any conflict or discrepancy between the recommendations of BS 8000 on the one hand and the Works Information documents on the other, the latter shall prevail.

WI620.8**General Quality of Products**

- (1) If products are prone to deterioration or have a limited shelf life, the *Contractor* orders in suitable quantities to a programme and use in appropriate sequence. The

Contractor does not use any products if there are any signs of deterioration, setting or other unsatisfactory condition.

WI620.9**Setting out the works**

- (1) The *Contractor* is responsible for all setting out.
- (2) The *Contractor* gives the *Project Manager* not less than 24 hours notice in writing of his intention to set out or give levels for any part of the *works* so that arrangements may be made for checking the work.
- (3) Working is suspended for such times as necessary for checking lines and levels on any part of the *works*.
- (4) The *Contractor* checks all the setting out and obtains the acceptance of the *Project Manager* as to its accuracy before commencing construction.
- (5) The *Contractor* submits details of the methodology and equipment to be used in setting out the *Works*.
- (6) The *Contractor* checks the levels and dimensions of the Site against those shown on the drawings, records the results on a copy of the drawings and notifies the *Project Manager* in writing of any discrepancies and obtains instructions before proceeding.
- (7) The *Contractor* records details of all grid lines, setting-out stations, bench marks and profiles on the Site setting-out drawings. These drawings are retained on Site throughout the contract and submitted to the *Project Manager* on Completion.

WI620.10**Appearance and Fit:**

- (1) The *Contractor* arranges the setting out, erection, position of components and application of finishes (working within the practical limits of the design and the specification) to ensure that there is acceptable fit at junctions, that there are no practically or visually unacceptable changes in plane, line or level and that the finished work has a true and regular appearance.
- (2) Wherever accuracy, fit and/or appearance of the work are likely to be critical or difficult to achieve, the *Contractor* obtains *Project Manager's* acceptance of proposals or of the appearance of the relevant aspects of the partially finished work as early as practicable.
- (3) Without prejudice to the above and unless specified otherwise, tolerances are (where applicable) not greater than those given in BS 5606, Tables 1 and 2.

WI620.11**Review of documentation**

- (1) The *Contractor* reviews the Works Information documents for inclusion of design and assurance submittals and requests document numbers, drawings, method statements and other contract documentation to ensure compliance with the *Employers* documentation procedures.

WI620.12**Handover Assurance**

- (1) Refer Specific Works Information section 2.1.

Bringing into use

- (2) The terms "bringing into use" (BIU) and "delivery into service" (DIS) shall be considered to be the same. The *Contractor* shall, with the assistance of the *Project Manager*, manage the bringing into use of any new assets. For the purposes of the Works Information, bringing into use is defined to mean delivering the necessary assurances, documents, records and training to permit a new or modified asset to be operated in the normal or degraded course of daily station operation. The documents

required from the contractor for Bringing into Use are identified within the MAID (See App D) . Upon receipt of the documents requested from the Contractor, LUL will compile the MAID.

BIU of any asset shall be certified by the User Acceptance Manager and where required, the relevant asset / discipline engineer.

(3) Generally

The *Contractor* shall provide the *Employer* assurance that the works are being installed, tested and commissioned in line with the supplied design and specification(s). The Contractor is required to deliver assurance as per the PMF matrix supplied (App F) . These assurance deliverables are :-

- Comprehensive inspection and test plans and schedule including check sheets
- Cutting drilling and fixing assessments, in accordance with LUL standard 1-050.
- As-built information - red line diagrams required . These will be fed back to LUL's designers and translated into 'As Built' CAD drawings Updated, revision controlled and signed off management documentation
- Reviewed, checked and approved drawings or documents – samples provided at the *Employer's* request
- Reviewed, checked and approved method statements
- Concession requests (if required)
- Verification & Validation report – to present the verification & validation activities undertaken and the results obtained against the objectives described in the Verification and Validation Plan supplied by LUL
- Asset Register Change Submission - templates supplied by LUL identifying data collection requirements by Contractor
- Snagging Register

Any other information that the *Employer* may request, from time to time, or that the *Employer* may gather during an inspection or audit 6.7.1

WI625

Contractor's Project Assurance Plan

WI625.1

Project Assurance Plan

Contractor is not required to produce a PAP.

WI630

Surveillance and Audits

WI630.1

Quality audit and schedule

- (1) The *Contractor* implements Quality Plans and identifies in detail any non-conformances against the plans via their management and inspection regimes. An audit schedule covering Quality auditing inspection and observations to be undertaken during the *works* is provided by the *Contractor* to the *Project Manager* upon commencement of the Contract. Such audit schedule is appropriate for the scope of the *works* and the risks involved. The *Employer* is

entitled to conduct audits to determine that the *Contractor's* management system conforms to the planned arrangements for the *works* and to the *Employer's* stated or implied requirements and this includes audits of the management systems of the *Contractor's* subcontractors and suppliers.

- (2) The adequacy and application of the management system is demonstrable from the commencement of the *works*. Internal audits are conducted by the *Contractor* to verify the ongoing compliance with the management system.

WI630.2

The Contractor's Quality Audit Programme

- (1) A *Contractor's* Quality Audit Programme, covering both internal and external Quality auditing requirements that the *Contractor* plans to perform during the execution of the scope of work, is provided by the *Contractor* to the *Employer*, upon commencement of the contract. This programme is maintained by the *Contractor* throughout the life-cycle of the project and shall record the dates of when quality audits are planned and the actual date(s) when they were performed, together with any additional planned follow-up requirements.
- (2) The *Contractor* performs analysis of their quality audit findings to include, but not be limited to, analysis of non-conformances, Corrective Action Requests (CARs), Observations (OBS), preventive actions and improvement initiatives raised. The *Contractor* also analyses, measures and reports on meeting their Quality Policy Statement Objectives and Performance Indicator (PI) requirements.
- (3) This *Contractor's* Quality Audit Programme is appropriate to all phases of project execution and the scope of work and, the risks involved. The *Employer* reserves the right to request the *Contractor* perform additional quality audits which will be added into the *Contractor's* Quality Audit Programme, where the *Employer* considers additional quality audits are required.
- (4) The adequacy and implementation of the *Contractor's* Quality Management System is demonstrable from the commencement of the scope of work. *Contractor's* internal and external quality audits are performed by the *Contractor's* suitably qualified and experienced quality auditors to verify compliance and effective implementation of their Quality Management System.

WI630.3

Quality Control and Standards

- (1) The *Contractor* ensures that he and his staff understand the *Employer's* aspiration for zero defects and has the correct documentation / authorisations in-place together with materials, tools and information for the task.
- (2) The *Contractor* establishes and maintains procedures to ensure that the *works* comply with specified requirements. The *Contractor* maintains full records, retains copies on Site for inspection by the *Project Manager*, and submits copies of particular parts of the records on request. The records includes, but not be limited to:
 - (i) Identification of the element, item, batch or lot including location in the *Works*.
 - (ii) The nature and dates of inspections by the *Contractor* or the *Project Manager*, tests and approvals.
 - (iii) The nature and extent of any non-conforming work found.
 - (iv) Details of any corrective action



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 700

TESTS & INSPECTIONS

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WI705 Tests and inspections (CI 40.1, 40.2, 41.1, 60.1(16))

Refer to *conditions of contract*

WI710 Management of tests and inspections**WI710.1 Inspection and testing requirements**

- (1) An ITP has been developed by the *FFO Designer*, to ensure that at each and all of the relevant stages of the works are checked and signed-off to ensure the quality and compliance of the works. All tests and required approvals are documented and identify all activity Witness (W) and Hold (H) points of both the *Project Manager* and *Contractor*, together with reference to the appropriate specification and traceability to the verification deliverable / record / document reference.

Where the Contractor is responsible for design deliverables, they shall submit an ITP for the acceptance of the Project Manager. The ITP may be written to correspond to the particular task specific Method Statements. An ITP schedule shall be produced by the contractor detailing all ITP's to be produced. An ITP shall be developed, taking into account the ITP produced by the designer and supplied in the design package

WI715 Covering up completed work

No works shall be covered until the opportunity has been given to the *Project Manager* to inspect the *works* .

WI720 Supervisor's procedures for inspections and watching tests

- (1) The *Contractor* shall give 24 hours notice to the *Supervisor* for all works requiring inspections, testing and witnessing.



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 800

MANAGEMENT OF THE *WORKS*

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WI 805 The Contractor's Representative (14A.1)

- (1) Refer the *conditions of contract*.

WI 810 Progress meetings**WI 810.1 Meetings**

- (1) The *Contractor* and the *Project Manager* jointly convene and attend Site meetings as required by the *Project Manager* and as appropriate to discuss inter alia, progress, safety, cost, quality and information requirements. Meetings will generally be held to coincide with the *Employer's* reporting cycle.
- (2) Further meetings may be held as required by the *Project Manager* and/ or as agreed and as appropriate to the specific Project circumstances.

WI810.2 Weekly Coordination and Progress Review Meetings

- (1) Progress review and coordination meetings are held weekly or as otherwise deemed necessary by the *Project Manager* depending on the circumstances. The *Contractor* attends and addresses the agreements and outcomes of these co-ordination meetings in the submission of any Programmes for the *Project Manager's* acceptance. The following subjects are discussed:

- a) Outstanding action items from previous meetings, their status and resolution.
- b) *Contractor's* progress since the previous meeting.
- c) Comparison of *Contractor's* progress to date with the Contract Programme and/or the 3 week look ahead.
- d) Proposed plans/progress for the ensuing two week period.
- e) Interfaces with Others and progress against the master Project programme
- f) Technical issues
- g) Access requirements
- h) Interfaces, critical items, and current and potential problems.
- i) Health, safety and environmental issues
- j) Quality issues
- k) Risks
- l) MAID and assurance deliverables
- m) Any other matters either party wishes to discuss

- (2) Towards the end of the programme and/or at the appropriate time(s) of the Contract, Test, Commissioning Handover and Delivery into Service will be discussed at the weekly Co-ordination and Progress Review Meetings. The purpose is to demonstrate all elements of the *works* are progressing and any interfaces have been adequately dealt with and co-ordinate so as not to prevent any assets being brought into use in accordance with the Accepted Programme.

WI810.3**Contract Progress and Commercial and other Meetings**

(1)

Contract Progress and Commercial meetings are held 4 weekly or as otherwise deemed necessary by the *Project Manager* depending on the circumstances. The *Contractor* attends and addresses the agreements and outcomes of these meetings. The following subjects are discussed

- a) Outstanding action items from previous meetings, their status and resolution.
- b) Outcome of any early warning meeting, and any required compensation events, or Notices of Compensation Event.
- c) Commercial (compensation events, payments, etc)
- d) Correspondence Register status
- e) Programme
- f) Health & Safety
- g) Progress Report
- h) Issues and Concerns
- i) Risks

(2)

The *Contractor* attends, as necessary, design, assurance (e.g. asset commissioning and handover), installation or other interface meetings when and where directed by the *Project Manager* which may be in addition to the progress review meetings. The *Contractor* shall organise or request meetings in respect of, assurance or handover and commissioning, as required to complete the *works*.

WI810.4**Pre & Post shift meetings**

(1)

Nightly and/or daily coordination meetings are held between the *Contractor's* Site managers at the end of one shift and the commencement of the next to ensure efficient working. The *Project Manager* reserves the right to have a representative present at the meeting. The *Contractor* notes and, if requested by the *Project Manager*, complies with the *Employer's* Works Instruction W0458 'Shift Planning and Reporting System - User Guide dated October 2011.

WI 815**Reporting****WI 815.1*****Contractor's* reports**

(1)

The *Contractor* complies with all reporting and submittal requirements as specified in the General Works Information and elsewhere within the contract and prepares reports in a form to be approved by the *Project Manager*: Unless otherwise agreed, reports are in the format and include information as described herein.

WI 815.2**Progress report**

(1)

The *Contractor* produces a 4 weekly Period Progress Report and submits to the *Project Manager* Wednesday of week 4. prior to the Contract Progress and Commercial Meeting described in Section WI810.3 of this General Works Information. The progress report covers the areas described in Section WI810.2 in a format and structure provided in Appendix P as of the specific works information but the following is typical of the minimum information required.

- (a) Executive Summary
- (b) Health & Safety
 - Accidents, injuries, diseases or dangerous occurrences to date.
 - Lost working hours due to injuries / accidents.
 - Near hits.
 - Safety inspections and visits.
 - Any other safety issues
 - Details of man-hours for all the *Contractor's* staff and personnel, expended on the Project since last report. Worked in the period, and cumulative, broken down by management, site level supervision and operatives .
- (c) Environmental – summary of environmental performance, and waste reporting as required under Section WI1135 of this General Works Information.
- (d) Quality – outlining any quality issues
- (e) Factual précis of actual progress achieved against planned, including
 - Schedule slippage or gain and effect on project milestones.
 - Progress to date measured against the Programme and Work Plan
 - Interface issues.
 - Activities planned but not achieved.
 - Next month's targets.
 - Engineering design, documentation, reliability and safety aspects.
 - Testing.
 - Installations.
 - Commissioning.
 - Status of quality assurance, quality control and certification.
- (f) An updated Programme as required showing “time now dates”, percentage completion of each activity and revised start/ *completion date* and *key dates* as appropriate.
- (g) Access Plan status – ongoing and special forthcoming necessary access requirements and any potential problems
- (h) Protection / Possession Master necessary requirements and any potential problems
- (i) Order placement and *Contractor's* Subcontractor progress reports.
- (j) Summary of labour and plant resources on Site
- (k) Inventory of materials: Summary of material/component supply dates.
- (l) Details of temporary *works* and listing any particular problems.
- (m) MAID / Assurance: Summary of progress in producing MAID / Assurance deliverables and plan for upcoming requirements.
- (n) Commercial
 - i) Status report on early warnings referred to in Clause 16 of the *conditions of contract*.
 - ii) Summary of compensation events:
 - Pending, approved or rejected.

- Effect on costs, contract price and schedule / Programme
- iii) Cost of Work Done to Date (COWD)
 - iv) Updated cashflow projection.

WI 815.3**Site reports**

- (1) Unless otherwise agreed with the *Project Manager*, during the implementation of the *works*, the *Contractor* each day produces a Daily Site Report which is made available to be viewed by the *Project Manager* and his staff at any time. Site Reports are submitted each shift for any Site activities, and weekly for off-site activities no later than 12:00 on Monday for the previous week and/or weekend work and includes but not be limited to the following information:
 - i) Daily numbers and trade classification of all personnel supplied by the *Contractor* and employed on the Site whether or not directly employed and the numbers and grades of any supervisory, management and administration personnel.
 - ii) Daily numbers and types of all mechanical constructional plant on the Site and where applicable the dates when the plant was brought on to and/ or removed from the Site.
 - iii) Daily quantity and type of all materials delivered to the Site for use in the *works*.
 - iv) Access information comparing the planned access with any access problems actually encountered.
 - v) Brief description of *works* carried out with reference to the Accepted Programme.
 - vi) Daily weather information with any significant events affecting the work.

WI 815.4**Incident reporting**

- (1) The *Contractor* ensures that details of any incident or near miss are communicated in writing to the *Project Manager* by the end of each shift or as soon as reasonably practicable.
- (2) The *Contractor* makes his representative, Surveyor or Safety Officer, as appropriate, available to attend any meeting in relation to the accident / incident, as may be requested by the *Project Manager*.

WI 815.5**Photographs**

- (1) The *Employer* takes general progress photographs as the *works* proceed. The *Contractor* is not required to take record photographs as a generality, unless expressly called for in the Specific Works Information at hold points or other milestones or as required for periodic progress reporting.
- (2) The *Project Manager* may at his discretion permit photographs to be taken by authorised persons at any time during the progress and after completion of the *works*. The *Contractor* does not invite or permit photography of any section of the *works* nor allow any person to inspect the *works* at any time without the prior written consent of the *Project Manager*.
- (3) The use of any photographs for commercial purposes and the publishing of articles describing the *works* is not permitted without the prior in writing and at the discretion of the *Project Manager*. All approaches from the media and members of the public are referred to the *Project Manager*. The *Contractor* does not release any information to external parties without the prior acceptance of the *Project Manager*.

- WI 820** **Look Ahead**
- (1) Every Monday morning (or the first working day of the week when Monday is a non-working day) the *Contractor* submits to the *Project Manager* an updated 3-week Rolling Programme covering day to day activities at Programme Level 5. This can be found in Appendix O as of the specific works information.
 - (2) The Look Ahead reports actual work that has taken place in the previous week and planned work for the next two (2) weeks including the current week. The Look Ahead is accompanied by a narrative detailing the previous weeks work.
 - (3) The Look Ahead rolls up to the Accepted Programme. Actual percentage completion against the Accepted Programme planned activities are to be indicated.
 - (4) The Look Ahead includes details and reasons for targets not being achieved, taking into account performance measurement and actions the *Contractor* intends to take to recover any lost time, including resourcing.
 - (5) The *Contractor* enters the actual information update into the Accepted Programme.
 - (6) The weekly Look Ahead is the subject of a weekly Coordination and Progress Review Meeting attended by the *Contractor* and the *Project Manager*.

- WI 825** **Daily Log**
- (1) Every day, the *Contractor* produces a Daily Site Progress Report / Shift Report for each major work area for the previous day. The report, submitted by 9am to the *Project Manager*, contains activity progress data and Daily Manpower - and indicates the name and discipline of all staff deployed and an activity schedule code to identify which activity they were working on and issues arising. The *Contractor* submits the daily reporting in the exact format stated in Works Information, refer Appendix N as of the Specific Works Information.

WI 830 **Not Used**

WI 835 **Not Used**

WI 840 **Record Drawings**

WI840.1 **CAD Drawings**

(1) **TO BE DONE BY OTHERS**

WI 845 **Risk Management**

- (1) The *Contractor's* attention is drawn to the Appendix E of Specific Works Information which sets out the Risk Register as defined in the Contract Data. The *Contractor* is required to consider the risks listed in accordance with the Contract.

The *Contractor* develops his risk management plan in accordance with the RMP and submits to the *Project Manager* for acceptance. The *Contractor* complies with his risk management plan which in turn complies with the requirements of the RMP. The *Contractor's* risk management plan is to be reviewed and agreed at the project start-up meeting and re-issued to the *Employer* as directed by the *Project Manager* over the project life-cycle.

It is emphasized that the risk management process is an ongoing activity comprising regular review and the incorporation of measures so that contract risks

shall be fully mitigated or to ALARP status as appropriate.

The objectives of the risk management process are:

- To identify risks to the contract before they occur; i.e. events or circumstances that may have an impact on one or more of the project's objectives, including time and cost.
- Eliminate risks wherever possible or reduce the likelihood of occurrence.
- Develop risk management strategies and fall-back plans to deal with risks should they occur.
- Mitigate or reduce the scale of the potential impact of the risk occurring.
- Assess cost and programme effect of any agreed risk and link to the project cost plan and schedule.

Having conducted a risk reduction meeting or other risk review, the *Project Manager*, with the *Contractor's* co-operation, ensures that the Risk Register is updated and provides the following information:

- Description of risk
- Probability of risk occurring
- Impacts if risk occurs (schedule and cost descriptions and level)
- Mitigation strategies and actions with dates
- Risk owner.

The *Contractor* reports risks and provides risk related information in accordance with the requirements of this contract, the RMP and his risk management plan.

The *Contractor* submits an updated version of their Risks and Issues registers, as separate documents, for approval by the *Project Manager* with the 4 weekly period progress report or earlier as required by the *Project Manager*.

- (2) The *Contractor* submits for the acceptance of the *Project Manager*, and maintains and keeps current a Design Risk Management Procedure detailing how he is proposing to assess, manage and mitigate against risks identified within the Risk Register throughout the duration of the *works*.
- (3) The *Contractor* fully co-operates with the *Employer* and the *Project Manager* as necessary in providing information required to enable risk management to be carried out, as part of the Design Risk Management Procedure.

WI 850

Accounts and Records of Defined Cost

WI 850.1

Cost Management & Cash-flows (Z2.4.1 & Z2.4.2)

- (1) The *Contractor* is required to provide information which supports LUL cost control and management reporting procedures and notes the importance of submitting accurate and timely information. The information is used in the preparation of management reports within LUL.
- (2) The *Contractor* is required to contribute to the development of, and report against appropriate Cost Feedback Structure (CFS), Organisation Breakdown Structures (OBS) and Cost Breakdown Structures (CBS) that will enable Primavera P6 to identify the "Value of Work Done", (VOWD), Cashflow Forecast (CF) and Earned Value (EV) comparators.
- (3) Unless otherwise agreed, all cost information required by LUL to complete internal reports is submitted by the *Contractor* to the *Project Manager* by the end of Week 2 of each accounting Period. All accrual cost information required by LUL to complete internal reports shall be submitted to the *Project Manager* by close of business on the Monday following the end of each accounting period

- (4) Notwithstanding the *conditions of contract*, meetings may be held fortnightly, in alternation to the Progress Review Meetings, or as otherwise deemed necessary by the *Project Manager* depending on the circumstances, to discuss the following:
- a) Early warning notices (if an early warning Risk Mitigation meeting has not been convened since issuing of the notice), actions arising and any required compensation events or Notices of Compensation Event Correspondence Register status
 - b) Any other commercial matter (compensation events, payments, etc.)
 - c) This meeting may be held as part of every alternate progress meetings

WI 850.2 Cashflow Forecast

- (1) The *Contractor* prepares a monthly cashflow forecast in a format which correlates directly to the submitted Primavera P6 Programme and the pricing structure (in the Activity Schedule), the cashflow forecast is submitted by the *Contractor* on a period (4-weekly) basis concurrently with the *Contractor's* application for payment, and includes a forecast breakdown by CFS.

WI 850.3.A Applications for Payment

- (1) Applications for payment shall be made in accordance with the payment cycle for periods, and shall be submitted in accordance with the requirements of the *conditions of contract*. Refer to Appendix H as of the specific works information.
- (2) Applications for payment shall additionally be in a format to reflect the Activity Schedule, and the Cost Breakdown Structure (CBS) entailed therein. Compensation Events within Applications for Payment shall be similarly be allocated to the same CBS

WI 855 Procurement Procedures

WI 855.1 General

- (1) Refer Specific Works Information.
- (2) The *Contractor* shall comply with all requirements including inspections, visits to places of manufacture or fabrication, quality assurance control procedures, obtaining necessary certificates etc., programming, monitoring progress and such other measures as will facilitate delivery of these works to site according to programme and specification requirements to the entire satisfaction of the *Project Manager*.

WI 860 Not Used

WI 865 Project Team

WI 865.1 Organisation

- (1) The *Contractor* submits for acceptance by the *Project Manager* the organogram for this project including names, qualifications and experience of all *key people* whom he intends to involve in the *works* prior to commencement of work. Any subsequent changes or additions shall be subject to the approval of the *Project Manager*.
- (2) The *Contractor* provides and maintains a project organisation chart, throughout the life-cycle of the contract, showing all key positions relevant to all phases of project execution. All key positions include the job title, name of the assigned person and their respective reporting line to management.

- (3) The *Contractor* ensures that all references to job title and name of assigned person tallies with the project organisation chart(s) throughout all phases of project execution and delivery of project documentation and drawings.

WI 865.2 Competency of Resources and Training

- (1) The *Contractor* provides, against each key project position and function, details of their project specific competency, qualification and experience criteria.
- (2) The *Contractor* ensures that all individuals assigned to the project, meet these project-specific competency, qualification and experience criteria.
- (3) The *Contractor* undertakes and maintains a project specific training needs analysis, for all assigned project positions and functions. The *Contractor* ensures timely attendance and successful completion, by each individual, of the required training courses, prior to commencing work on the specific project-related activity. The *Contractor* provides and maintains a project-specific competency and training matrix.
- (4) The *Contractor* identifies all Safety Critical Activities associated with the contract and submits details with their tender for a Work Package Contract, with reference to QUENSH Conditions 6 'Identification of Safety Critical Activities' for a list of activities that the *Employer* classifies as 'Safety Critical' and Standard 1-548 'Safety critical work'. The *Contractor* ensures, as appropriate, that his staff and personnel including their subcontractors / suppliers organisations assigned to the project are compliant with The Office of Railway Regulation (ORR) guidance on developing and maintaining staff competence for use in the railway industry. This ORR/09/07 guidance dated 22 March 2007 concerns: The Railways and Other Guided Transport Systems (Safety) Regulations 2006 (ROGS Regulations) legislation that require those people carrying out safety critical work to be competent and fit.

WI 865.3 Site supervision and administration

- (1) The *Contractor's* supervisor shall remain on Site at the end of a shift until the *Project Manager* has completed the post shift inspection and decided that all areas of the *works* are in a suitable condition for the station to re-open.
- (2) The *Contractor* maintains on the Site for the entire duration of the *works* the same full-time key person unless otherwise directed by the *Project Manager*. Should the initial key person for any reason seek to leave the employment of the *Contractor* the new proposed key person is employed in parallel with the departing key person for a minimum period of one month.
- (3) The *Contractor*, before commencement of the *works*, provides the *Project Manager* with the name and telephone number of the person on the *Contractor's* staff who would be capable of organising remedial action in the event of an emergency occurring on the Site outside of the *Contractor's* normal working hours.

WI 865.4 Site Person in Charge

- (1) The *Contractor* provides a Site Person in Charge (SPC) with certificated competency relevant to the area of work for each working group performing the works. The *Employer* supplies protection for works on or above track / platform areas as required. The *Employer* books access.

WI 870 Communications (13.1, 13.2)

WI 870.1 General

- (1) Communications and Document Control
All Contract documents including letters, emails, drawings, specifications and other

important items forwarded between the *Employer* to the *Contractor*, shall only be from the *Contractors Representative* to the *Employer's Project Manager* and vice versa, as the single point of contact for the Contract.

WI 870.1.1 **Project Management Framework (PMF)**

(1) The Project Management Framework (PMF) is part of the Employer's overall management system which maps out typical generic processes for all projects from inception to completion. PMF includes copies of standard forms and templates, many of which are to be utilised by the *Contractor* in Providing the Works.

(2) A copy of the PMF deliverables is included within Appendix F as of the Specific Works Information for the *Contractor's* information. The *Contractor* is required to, and will be providing inputs into a number of the design and construction phase activities, including the provision of information, reports, template's and attending various meetings. For information required to be submitted, the *Contractor* uses only the templates provided within PMF. The *Contractor* is given access to PMF templates.

The *Contractor* shall produce all deliverables identified within Appendix F as of the Specific Works Information in accordance with the guidelines of the PMF. Completion of these deliverables is a pre-requisite for Completion. Certain deliverables are also pre-requisite for commencement of site works or specific tasks. The *Contractor* shall identify completion milestones for each deliverable in the programme of works, and shall allow 20 days for LUL review and approval where the latter is required. The *Contractor* shall endeavour to supply the *Employer* each deliverable at its earliest practical date and not the latest permissible. This shall be reflected in the programme of works. If the *Contractor* believes that the information contained within a specific PMF deliverable identified in Appendix F as of the specific works information can be found in another suitable document, they shall identify this at the earliest opportunity to the *Project Manager* for acceptance by LUL

(3) PMF is updated and revisions rolled out from time to time to reflect any process and document template changes.

WI 870.1.2 **Communications and Contract Change Management System (CCM)**

(1) The *Contractor* notes that the *Employer* has adopted a Contract Change Management (CCM) system for the transmittal and submittal of all contract correspondence and communications.

(2) The CCM is Asite and is provided by the *Employer*.

(3) Training on the CCM of 0.5 days per user is provided free of charge by the *Employer* to the *Contractor*. The license to use the CCM system is owned by the *Employer* and there will be no charges made to the *Contractor* for using the CCM system.

WI 870.1.3 **RFI Procedure**

(1) With regard to any Requests For Information, or Technical Queries in relation to the works, the *Contractor* follows the *Employer's* process and formats as prescribed within Asite.

(2) All such Requests for Information or Technical Queries are communicated to the *Project Manager*, and copied concurrently to the Project Engineer.

(3) The response time to RFIs and TQs is 10 working days from receipt

- (4) **Post Contract Administration (Records)**
The following records should be provided. Programme, progress meeting reports and contract requirements (e.g. early warning), Handover documentation, correspondence register with project communications, early earnings, compensation events, *Project Manager's* instructions etc, Method Statements and Risk Assessments

WI 870.1.4 Lessons learnt

- (1) The *Contractor* provides the *Project Manager* assistance and participation in any discussions and debriefs relating to lessons learnt and identifying improvements for the future.

WI 875 Labour and Plant Returns

- (1) The *Contractor*, in addition to such other returns and reports, notices and the like required under the contract, submits the following in a form accepted by the *Project Manager*:

- Daily Labour Returns giving the numbers, including trade classifications, of all personnel employed on the Site, including those of subcontractors, and the number and position of supervisory and administrative staff.
- Details of works to be carried out each night and the names of personnel involved (to be submitted by 1200 hours on the day of the works or 1200 hours Friday for weekend works).
- Weekly Equipment Returns recording the numbers and types of all mechanical plant & Equipment on the Site and, where applicable, the dates when the plant or Equipment was brought on to and removed from the Site, including the activity the plant or Equipment is required for.
- Incident notification reports for all incidents occurring on Site, in a form to be agreed with the *Project Manager*.
- List of all Plant and Materials prior to delivery to Site.
- Timesheets are completed by all *Contractor* personnel. These are signed and endorsed by the relevant line manager. The timesheets are kept in a suitable single location within the *Contractor's* offices and be available for regular audit by the *Project Manager*. A weekly summary of timesheets are submitted to the *Project Manager* by Thursday of the following week. The summary sheet includes a list of all staff working on the Project, the rate being charged, hours expended, and cumulative hours expended.

WI 880 Not Used

WI 885 Not Used

WI 890 Other Management Requirements

WI890.1 Notices, fees and charges

- (1) Unless expressly otherwise stated in the Specific Works Information, the *Contractor* complies with the giving of notices required by any Act of Parliament regulations and bye-laws of any Local Authority and/or any public services company or Authority relating to the *works* or with whose systems the same are or will be



connected and the *Contractor* pays and indemnifies the *Employer* against any fees or charges demandable by law in respect of the *works*.



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 900

WORKING WITH THE *EMPLOYER AND OTHERS*

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WI 905	Sharing the Working Areas with the <i>Employer</i> and Others
WI 910	Co-operation
WI 915	Co-ordination

WI905 **Sharing the Working Areas with the *Employer* and Others (25)****WI905.1** **Interfaces**

- (1) There will be works by Others at the station by trade package contractors working within the same Project. The *Contractor* is one of several trade package contractors covering Site Facilities and Logistics, General Building and Premises, Civils, Communications, Fire, Mechanical and Electrical works.
- (2) The *Project Manager* oversees these activities. Pre and post shift coordination meetings are held on nightly basis and are attended by the *Contractor's* Site Supervisor. The *Contractor* assists in the agreed coordination of his operations with Others at all times and co-ordinates all work faces in conjunction with the *Project Manager* in order to maximise production of his *works*.
- (3) The *Contractor's* attention is drawn to the Scope of Works in the Specific Works Information for details of Others, their works, and key interfaces.
- (4) If work is to be undertaken by Others engaged directly by the *Employer* to support the completion of the *works*, any dates or times supplied in the Works Information for the work shall be treated only as a guide. The *Contractor* identifies on his Programme any dates/milestones regarding the interfaces with these *works*, and keeps them updated..
- (5) Other Interfaces include, but are not be limited to, the *Employer's* Asset Performance planned and emergency maintenance operations, e.g. Escalator maintenance and fault rectification works throughout all station areas. These works take precedence over planned project works. The *Contractor* re-deploys the labour as efficiently as possible to minimise the effect of emergency or fault rectification works preventing the planned works from being undertaken.

WI905.2 **Drawings and Dimensions**

- (1) No dimensions are scaled from the drawings with the exception of full size component details. Before any work is commenced by sub-contractors or suppliers, all dimensions are checked on the Site and a written statement of the agreed dimensions reached between the *Contractor*, and the sub-contractors or suppliers irrespective of the comparable dimensions shown on the drawings. The *Contractor* is responsible for the accuracy of these dimensions.

WI910 **Co-operation (25.1)**

- (1) Refer to the *conditions of contract*.

WI915 **Coordination****WI915.A** Works of Others

A number of assets at the station are the property and / or the maintenance responsibility of others. These can be divided into two categories:

- (1) Others that the *Employer* has a direct contractual relationship with, are:
 - a. All PFI Contractors (Prestige, Connect, Power)
 - b. TfL Information Management contractors (including telephone services)

c. Network Rail and the Train Operating Companies

The *Employer* shall be responsible for procuring and managing their services. The *Contractor* shall interface and co-ordinate with these parties, and support and assist the *Project Manager* as required to successfully provide the *works*, including the provision of any enabling or supporting works and installations.

- (2) Others that the *Employer* has no direct contractual relationship with (in relation to these *works*) are:
- a. All statutory utility providers
 - b. All other parties not listed above
 - c. Crossrail and Carillion Plc.

The *Contractor* shall be responsible for procuring and managing their services, and will be deemed to have included the cost of these services within the tendered *Prices*.

The *Contractor* shall give the *Project Manager* at least 30 days notice if removal of advertising material is required. The *Project Manager* must give notice to the advertising contractor to avoid incurring loss of revenue liquidated damages. Should the *contractor* not give sufficient notice, or remove or obscure any advertising without giving due notice, the *Project Manager* will be entitled to pass on any such losses incurred onto the *Contractor*.

WI915.1 Co-ordination of work including services

- (1) The *Contractor* co-ordinates all aspects of the *works* and submits to the *Project Manager* for acceptance all work details including shop drawings from Sub-Contractors, statutory bodies, Local Authorities and suppliers and is responsible for the positioning of their work and/ or materials to ensure that there is no conflict between different elements.

- (2) The *Contractor* shall be responsible for procuring and managing their services, and will be deemed to have included the cost of these services within the tendered *Prices*.

- (3) The *Contractor* will NOT be reimbursed for any additional costs which are incurred as a result of the *Contractor's* failure to properly co-ordinate the *works* and no claim for such additional costs of cutting out or removing work already completed and reinstalling to revised positions will be entertained. Furthermore, LUL may seek recovery of additional costs incurred by LUL in having such errors corrected and made good, in accordance with the *conditions of contract*.

WI915.2 Co-ordination with other contractors using the Site

- (1) The *Contractor's* attention is drawn to the Scope of Works in the Specific Works Information for details of Others, their works, and key interfaces.
- (2) For clarity, co-ordination in this context also means the physical logistics and work-face occupation at the Site with Others to provide the *works* in keeping with the Programme, the master project programme and to acceptance of the Project Manager.



STATIONS ENHANCEMENT FRAMEWORK GENERAL WORKS INFORMATION FOR PADDINGTON (FFO) WORKS

WI 1000

SERVICES AND OTHER THINGS TO BE PROVIDED

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CONTENTS

- WI 1005 Services and other things for the use of the Employer, Project Manager or Others to be provided by the Contractor.
- WI 1010 Services and other things to be provided by the *Employer*

**WI1005 Services and other things for the use of the *Employer*, *Project Manager* or *Others* to be provided by the *Contractor* (25.2)****WI1005.1 Services and things provided by the *Contractor***

- (1) Unless expressly otherwise stated in the Specific Works Information, the *Contractor* is not required to provide any accommodation and facilities for the *Employer*.
- (2) Storage space on the Site is limited and the *Employer* has made no explicit provision for storage of Plant and Materials or Equipment. However, there is an area behind the hoarding on concourse level that may potentially be an area for storage. There is also a small piece of land adjacent to the proposed service road at basement level that could potentially be used for storage. Notwithstanding this, the *Contractor* shall identify and work with the *Employer* to secure any additional space for storage where possible.
- (3) Sufficient power is available on the station for use for temporary lighting and hand held plant power. The *Contractor* shall provide transformers or any other equipment, including cabling, and affect any connections to make safe use of the power provided by the *Employer* for use as a temporary supply.
- (4) When not in use, any generator stored on the site must be drained of all fuel.
- (5) Where permanent station lighting is disconnected, removed or obscured by temporary works, the *Contractor* shall install suitable, section 12 compliant temporary lighting. This shall be installed, where possible, on temporary hoarding, if the latter is required. Where temporary lighting is installed on permanent structures, the *Contractor* shall make good to the satisfaction of the *Project Manager* any damage caused to fixtures and fittings upon removal.
- (6) The *Contractor* shall provide all temporary access platforms (mobile or static), scaffolding, ladders, , floor protection and hoists and the like that are necessary for the execution of the *works*. The *Contractor* shall be responsible for removing and re-positioning / re-erecting the above items during progress of the *works*. The *Contractor* shall also allow for maintenance and of said items during the currency of the *works* and for removing same on Completion of the *works*. The use of stepladders, staging and boards/hop-ups/trestles and the like is strictly forbidden on site.
- (7) The *Contractor* shall inform and agree with the *Project Manager* in advance, the intended siting of all temporary works and services.
- (8) The *Contractor* shall maintain, alter, adapt and move temporary works and services as necessary for the *works* and to comply with the *works* Information and the requirement of any maintenance/operational access required by LUL personnel. These will be cleared away when no longer required and areas made good as necessary by the *Contractor*.
- (9) Under no circumstances shall temporary works design approval be sought as part of method statement approval. All temporary works design information shall be submitted for approval as a Temporary Works Conceptual Design Statement (CDS) with sufficient time to allow due approval by LUL prior to commencement of design activities and not

less than four weeks prior to the intended start date for construction of the temporary works concerned. Upon approval of the Temporary Works CDS, the *Contractor* shall complete the design and checking to the required standard and produce a Temporary Works Design and Check certificate, signed by responsible persons from the Design and Checking organisation(s), for acceptance by the *Project Manager* prior to commencement of the temporary works.

WI1010 Services and other things to be provided by the *Employer* for use by the *Contractor* (25.2)

WI1010.1 Offices, storage, welfare facilities and the like

- (1) The Specific Works Information details whether the supply of the *Contractor's* site offices, temporary sheds, messing facilities, welfare facilities and weather proof storage for materials and the like are to be provided free of charge by the *Employer*. If these facilities are to be provided by the *Contractor*, then the *Contractor* is responsible for making all necessary arrangements with the local authorities and for the payment of all rates and charges in connection therewith and for dealing with any notice of assessment, demand or other like document which may be received in respect of such temporary buildings.
- (2) It is the *Contractor's* responsibility to ensure that the accommodation is kept clean and tidy and returned in the same condition as when let. No charge(s) or claim(s) of any nature whatsoever will be accepted from the *Contractor* should the *Employer* withdraw these facilities, in the situation where the *Contractor* has failed to keep the accommodation clean and tidy, or has damaged the facilities, or where the *contractor's* staff, personnel, or sub contractors have acted in an inappropriate manner. The *Contractor* is required to make alternative arrangements in such circumstances. Accommodation and toilet/ washing facilities as described in the specific works information are made available by the *Employer*, though this maybe shared with other staff and trade contractors working on the station

WI1010.2 Sanitary Facilities and the like

- (1) The Specific Works Information defines whether office accommodation, sanitary accommodation, mess rooms and other welfare provisions for the use of the *Contractor* will be provided free of charge by the *Employer*. Where the *Contractor* is required to provide and maintain these facilities for the duration of the contract, the *Contractor* complies with all statutory health and welfare requirements and those of appropriate Authorities.
- (2) Where the Specific Works Information states that that *Employer* accommodation and welfare facilities are made available to the *Contractor*, these are kept in a clean and decent condition at all times. The use of these facilities may be withdrawn if the *Contractor* fails to do so.



**STATION ENHANCEMENT FRAMEWORK
GENERAL WORKS INFORMATION
FOR PADDINGTON (FFO) WORKS**

WI 1100

**HEALTH, SAFETY AND
ENVIRONMENTAL REQUIREMENTS**

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WI1105 Health, Safety and Environmental requirements

WI1105.1 General Health, Safety and Environmental requirements (including Contract QUENSH Conditions)

- (1) The *Contractor* complies with all of the requirements listed in the Contract QUENSH Conditions menu included as Appendix C as of the Specific Works Information-

WI1110 Contractor's Health, Safety, and Environmental Management systems

WI1110.1 Health, Safety, and Environmental arrangements

- (1) The *Contractor's* Health, Safety and Environmental arrangements comply with the following requirements;
 - (a) The *Contractor's* Environmental Management
 - (i) For contractors without existing environmental management system certification: The *Contractor* at all times manages the environment using suitably scaled and defined management system(s) that meet(s) the requirements as a minimum contained in ISO 14001 or similar.
 - (ii) For contractors with existing environmental management system certification: The *Contractor* at all times manages environment using suitably defined management system(s) that meet(s) the requirements of standards BS EN 14001 or similar.
 - (b) The *Contractor's* Health and Safety Management
 - (i) For contractors without existing health and safety management system certification: The *Contractor* at all times manages health and safety using suitably scaled and defined management system(s) that meet(s) the requirements as a minimum contained in OHSAS18001 and HSG65 or similar.
 - (ii) For contractors with existing health and safety management system certification: The *Contractor* at all times manages health and safety using suitably defined management system(s) that meet(s) the requirements of standards OHSAS18001 and HSG65 or similar.

WI1115 Particular Health, Safety and Environmental requirements

WI1115.1 Health, Safety and Environmental Training

- (1) The *Contractor* makes full allowance in programming, controlling and executing the *works* for Health, Safety and Environmental training requirements, with particular reference to section WI215.

WI1115.2 Site Hazards

- (1) The *Contractor* considers all Site hazards identified by the *Employer's* Construction Phase Plan prior to commencing *works*

WI1115.3 Health, Safety and Environmental Requirements

- (1) The *Contractor* provides the *Project Manager* with all necessary assistance in the preparation of the LUL Mandatory Asset Information Deliverables (MAID) for the work they are undertaking. The works are not considered complete unless the *Project Manager* is in possession of all Health, Safety and Environmental information required to meet the MAID requirements.
- (2) The *Contractor* refers to Works Information Section WI1000 ('Facilities and services to be



provided') for details of facilities to be provided to him for his use, and for those which he is required to provide.

- (3) The *Contractor* is responsible for cleaning, inspecting and maintaining all sanitary conveniences and facilities provided in the Working Areas, whether shared or provided for use by the *Contractor* or *Employer*.
- (4) The *Employer* has a number of initiatives to promote good Health, Safety and Environmental behaviours in line with World Class HSE Leadership practices set out in the Health, Safety and Environmental Strategy 2011-2014. The *Contractor* co-operates with the *Employer* to ensure that such initiatives are implemented as part of the management for executing the works.
- (5) The *Contractor* ensures that his staff participates in the HSE initiatives that the *Employer* uses to review and improve HSE performance collectively with the *Employer's* supply chain. This includes the requirement to attend routine HSE committee meetings, briefings and forums, and to cascade, communicate and circulate associated bulletins and notices.
- (6) To support the analysis of health and safety performance, the *Contractor* provides the *Project Manager* with the information detailed in the reporting template contained in Appendix B as of the specific works information as stipulated by the *Project Manager*. This data is to be submitted by Tuesday of Week 1 of the following period. The *Contractor's* attention is drawn to the general reporting requirements detailed under WI815.1 of this General Works Information.

WI1115.4 The Construction (Design and Management) Regulations 2007

- (1) The *Employer* is the Client and CDM Co-ordinator for the purposes of the CDM Regulations as named in the Contract Data Part 1.
- (2) The *Employer* fulfils the role of Principal Contractor as required by CDM Regulations.
- (3) The *Contractor* acknowledges the *Employer's* statutory duty to provide a safe and efficient public passenger transport service and the *Contractor* is to, at all times during the works, have regard to those statutory duties. The *Contractor* does not in Providing the Works in any manner endanger the safety of the Underground Network or the public and takes all reasonable steps to minimise any risk to the same.

WI1115.6 Personal Protective Equipment (PPE) and clothing

- (1) The *Employer* does not have a Personal Protection Equipment (PPE) policy therefore the *Contractor* assesses and provides the appropriate PPE requirements for use of his personnel and subcontractors as follows:
 - a) The *Contractor* provides PPE free of charge to all personnel, as required and appropriate, for the job task.
 - b) PPE fits the individual and is laundered, maintained and/or replaced to ensure that it remains effective at all time.
 - c) The minimum equipment to be provided is:
 - Hard hat with company branding;
 - Eye protection (safety glasses);
 - Hand protection (gloves);
 - Safety footwear (mid-sole protection (S3 designation)); and
 - High visibility jacket and/or vest with company branding.
 - d) Dependant on the job task function and Site conditions, personnel are also provided as a minimum with:



- Respiratory protection equipment;
 - Hearing protection;
 - Hot, wet or inclement weather protection.
- e) The *Contractor* ensures that all PPE is suited to the task on the basis of health risk assessment.
- f) The *Contractor* ensures that all personnel wear PPE appropriate to the health risks of each task and demonstrate that health risk control systems are in place.
- (2) The *Contractor* supplies sufficient adequate and compliant mandatory and any supplementary task-specific PPE in accordance with the Construction Phase Plan (HSE), with sufficient spares in case of damage or loss.
- (3) The *Contractor's* personnel wears Hi-visibility clothing which identifies the employing entity at all times. Where following a risk assessment, the wearing of a separate high visibility garment could provide a risk of personal injury, the *Contractor* agrees alternative arrangements with the *Project Manager* to ensure the *Contractor's* staff are easily identified. The *Contractor's* staff and personnel do not wear *Employer* branded high visibility clothing. The *Contractor's* high visibility vests comply with the requirements of LUL Standard 1-483 'High visibility clothing for going on or near the track'.
- (4) The *Employer* does NOT provide any PPE for the *Contractor*, his employees, subcontractors or suppliers.
- (5) The *Contractor* ensures that these rules are implemented in the performance of the *works*. Failure to comply with the PPE requirements of the Site will result in the offending operative being removed from Site.
- (6) Please note supplementary additional task-specific PPE (e.g. BSEN Numbers) must be identified in the appropriate Method Statement, Risk and COSHH assessments.

WI1115.8 Use of equipment, materials or substances hazardous to health

- (1) The *Contractor* gives the *Project Manager* such written notice as the *Project Manager* requires prior to the use under the contract of any equipment, materials or substances that may be hazardous and a risk to the safety, health or welfare of the public or the *Employer's* staff, customers and Others or property. The *Contractor* identifies the hazards and provides full details of any precautions to be taken on the use of such equipment or materials.

WI1115.10 Fire

- (1) The *Contractor* ensures that regular site inspections include those of the *Contractor's* fire safety arrangements, are recorded and the completed forms are maintained on site in the appropriate site files.
- (2) The Site Person in Charge (SPC) is the primary point of contact for all issues relating to fire safety on the work site. The SPC ensures that all personnel on Site receive a site briefing prior to work commencing and comply with the contents of specific conditions relative to fire safety on the Site. The SPC coordinates all activities relative to fire related emergency procedures in accordance with the Emergency Plan.

WI1115.11 Isolation of fire protection and detection systems

- (1) Isolation of automatic fire prevention and detection equipment is controlled in accordance with LUL Reference Manual Standard Bb229 'Fire precautions – Isolation of automatic fire detection and protection equipment'.
- (2) The Project Manager agrees the proposed isolation plan to suit his method of working with



the *Contractor*. The *Project Manager* requests the isolation from the Fault Reporting Centre.

- (3) As well as requesting isolation from the Fault Reporting Centre, the *Contractor* requests exemption from the Fire Asset Engineer, where applicable, no later than two weeks before work is planned to take place and confirms that:
 - i) the Fire Asset Engineer passes the request to the London Fire and Emergency Planning Authority (LFEPA);
 - ii) the Fire Asset Engineer confirms that isolation requests have been approved and where necessary, that exemptions are in place before a Hot Work Permit is issued;
 - iii) the *Contractor* maintains a presence on Site and undertakes an hourly fire inspection of the isolated area until the fire protection or detection system is reinstated.
- (4) The *Contractor* is particularly aware of the procedures for raising the alarm, in the event of outbreak of fire at a location where work activity is taking place.
- (5) The *Contractor* provides dedicated Fire Points when and where Hot Works are carried out.

WI1115.13 First Aid requirements

- (1) The *Employer* provides adequate approved first aid kits. The *Contractor* ensures that adequate numbers of qualified First Aiders for their workforce are present on the Site during the performance of the *works*. All First Aiders are identified by a sticker of a white cross on a green background on their hard hat. These stickers will be provided by the *Employer*. Where required, First Aiders provide First Aid assistance to other contractors working within the *worksite*.

WI1120 Construction Phase

WI1120.1 Construction Phase Plan

- (1) The *Employer* creates and maintains the Construction Phase Plan (HSE) for the Project. The *Contractor* participates and contributes to all reviews of this plan and complies with the arrangements.

WI1125 Detailed Safe Systems of Work

WI1125.1 Safe systems of work

- (1)
 - a) The *Contractor* is responsible for producing all safe systems of work.
 - b) The *Contractor* submits an initial schedule of proposed safe systems of work for use throughout the contract to the *Project Manager* for acceptance at the contract *starting date* and provides subsequent updates as the contract develops and as instructed by the *Project Manager*.
 - c) The *Contractor* submits for acceptance safe systems of work specifically instructed by the *Project Manager* for review no later than 10 working days prior to the commencement of the relevant element of works.
 - d) The *Project Manager* responds to a safe system of work submitted for acceptance within 5 working days.
 - e) If the *Project Manager* has commented on a proposed safe system of work that requires a response and/or corrective action, the *Contractor* must respond accordingly allowing sufficient time to obtain the *Project Manager's* acceptance prior to commencing the element of the *works*.
 - f) No element of the *works* commences without a safe system of work for that element of the *works* being produced by the *Contractor* and accepted and being



readily available for review by *Project Manager*.

- g) All safe systems of work and supporting documentation, including any relevant approvals from Others, represent and detail the *Contractor's* planned works and addresses construction sequences, co-ordination with third parties and the relevant control and mitigation measures for identified risks.
- h) With each safe system of work the *Contractor* produces a risk assessment that demonstrates how potential risks resulting from the works have been mitigated to ALARP status..

WI1125.2 Aspect and Impact assessments

- (1) Aspect and impact assessments are carried out by the *Employer* to identify all potential aspects and their impacts and provide details of the necessary environmental control measures. These are communicated to the *Contractor* who ensures they are included and reflected in risk identification, control and mitigation measures outlined in safe systems of work for any element of the *works*.

WI1130 Control of Pollution and Environmental Nuisance

WI1130.1 Monitoring

- (1) The *Contractor* employs a trained and competent person to undertake monitoring if required by the *Project Manager* and the *Contractor* complies with any additional measures required by the *Project Manager* including relocation or modification of equipment to reduce noise, vibration, nuisance, light, dust, pollution and disturbance.
- (2) The *Contractor* reports all environmental complaints to the *Project Manager*.
- (3) The *Employer* is responsible for community relations including advance and ongoing notification, to resident and other neighbours, of the nature and duration of work. The *Contractor* notifies the *Project Manager* of any changes to the *works* or associated methodology that may result in a requirement to provide additional information to residents in the locality.

WI1130.3 Noise and Vibration - General

- (1) The *Contractor* uses best practical means to reduce noise and vibration at all times having regard to the provisions of the current / latest edition BS5228 - Code of Practice for Noise and Vibration Control on Construction and Demolition Sites.

WI1130.4 Dust

- (1) The *Contractor* does not create a dust nuisance and complies with the requirements of the GLA Best Practice Guidance. –. If the *Project Manager* decides that the *Contractor* is not dealing adequately with the control of dust, the *Project Manager* may instruct the *Contractor* to carry out such additional measures as the *Employer* considers are necessary. Such measures shall not be considered a compensation event.

WI1130.5 Lighting

- (1) To minimise the impact of lighting required for the Working Areas during night works, the *Contractor* ensures that, where applicable, lighting designs comply with the provisions of latest edition of BS5489, Code of Practice for the Design of Road Lighting. Further guidance is contained within the Guidance Notes for the Reduction of Light Pollution 2000, published by the Institute of Lighting Engineers or its most recent equivalent.



WI1130.6 Pollution

- (1) The *Contractor* ensures that, where reasonably practicable and appropriate, the Working Area layout(s) and appearance will be designed using the principles of the Environment Agency's 'Working at construction and demolition sites' : PPG 6 Pollution Prevention Guidelines including:
 - (a) sites at prominent locations will be screened;
 - (b) all sites will be fully secured;
 - (c) existing features will screen the sites where appropriate;
 - (d) storage sites, fixed plant and machinery equipment and temporary offices will be located to limit environmental impacts, as far as reasonably practicable, having due regard to neighbouring accommodation, as far as allowed by the constraints of each site;
 - (e) security cameras (if required) will be sited and directed so that they do not intrude into occupied residential properties;
 - (f) site plant and facilities will be powered from mains electrical sources wherever practicable.
 - (g) The *Employer* will display a contact name, telephone number and address, and the Helpline number at appropriate locations on the boundaries of the sites.
 - (h) The extent and height of hoarding or fencing at a particular location will be selected to maintain effective security and achieve appropriate noise attenuation and visual screening.
 - (i) All vehicle access and egress points will have gates positioned such that no gate will be permitted to open out onto the highway. As far as reasonably practicable, gates will be located to allow vehicles to drive clear of any public highway. Where provided for noise control, gates will be of a similar material and construction to the boundary in which they are situated and will be closed except when being used for access.
 - (j) disturbance of environmental features such as vegetation and watercourses will be minimised

WI1135 Waste Management and Reporting

WI1135.1 Waste Management

- (1) The *Employer* is the Principal Contractor for the purposes of the Site Waste Management Regulations 2008.
- (2) The *Contractor's* attention is drawn to the tender Site Waste Management Plan included in the Specific Works Information.
- (3) Unless otherwise stated in the Specific Works Information, and in particular the Site Waste Management Plan, the *Contractor* makes his own arrangements for the disposal of rubbish, debris and spoil arising from the *works* as soon as practicably possible. The *Contractor* submits details of the waste removal arrangements to the *Project Manager* for acceptance. In order to avoid unauthorised disposal the *Contractor* arranges that each disposal contractor and lorry driver employed for the disposal of such materials is given written instructions as to the authorised place where each load is to be tipped. The *Contractor* retains in his office for inspection at any time by the *Project Manager* copies of such instructions together with a list of authorised places to be used.
- (4) The *Contractor* makes available Site Waste Management records for review by the *Project Manager* on request.



- (5) The *Principal Contractor* is responsible for registering any sites falling under the Hazardous Waste (England and Wales) Regulations 2005 unless otherwise stated in the Specific Works Information.
- (6) Delivery and removal of materials to and from the site by road is subject to the restrictions as detailed within the Specific Works information. The *Contractor* obtains the acceptance of the *Project Manager* if he needs to deliver or remove materials at times other than those detailed in the Access Plan.
- (7) The *Contractor* is responsible for developing waste reduction strategies in line with the *Employer's* objectives, in particular the recycling of at least 50% of any waste arisings and where appropriate, implementing any additional measures required by the Project Site Waste Management Plan included in the Specific Works Information.
- (8) The *Contractor* uses the WRAP Net Waste Tool, or similar, to forecast waste, quantify potential reductions in wastage and costs, identify actions to reduce and recover waste and compare forecast and actual waste arising. For more information on the Net Waste Tool, the *Contractor* is recommended to visit the following website <http://www.wrap.org.uk/nwtool>
- (9) The *Employer* ensures that waste management and minimisation is an agenda item in all start up and progress meetings. The *Contractor* ensures a minimum of

15%** of total material value of the *works* derives from reused and recycled content. The *Contractor* submits proposals to the *Project Manager* regarding the areas of opportunity to exceed this waste management target figure. The *Contractor* provides detailed explanation and justification to the *Project Manager* for failure to achieve the 20%** target figure.

- (10) The *Contractor* ensures they support the *Employer's* objective to use materials more efficiently and reduce waste to landfill by reusing and recycling the following target figures by 2017/18;
 - a) 95% of construction, demolition and excavation waste, and
 - b) 70% of commercial and industrial waste.

As a minimum requirement, the *Contractor* is to achieve the *Employer's* current targets for reducing waste by reusing and recycling materials in line with the following;

Financial Year 2012/13;

- a) 85% of construction, demolition and excavation waste, and
- b) 80% of commercial and industrial waste.

Financial Year 2013/14;

- c) 87% of construction, demolition and excavation waste, and
- d) 83% of commercial and industrial waste.

WI1140 Not Used

WI1145 Not Used

WI1150 Energy Saving and Carbon Reduction Requirements

WI1150.1 Equipment

- (1) The *Contractor* ensures that the adverse impacts of Equipment emissions are controlled.



Measures to be considered for limiting emissions and avoiding nuisance will include one or more of the following as appropriate and as far as reasonably practicable:

- (i) ensures that the engines of all vehicles and Equipment on site are not left running unnecessarily;
- (ii) uses low emission vehicles and Equipment fitted with catalysts, diesel particulate filters or similar devices;
- (iii) uses ultra low sulphur fuels in plant and vehicles;
- (iv) requires Equipment is well maintained, with routine servicing of Equipment and vehicles to be completed in accordance with the manufacturers recommendations and records maintained for the work undertaken;
- (v) requires all project vehicles, including off-road vehicles, hold current MOT certificates, where required due to the age of the vehicle, (or tested to an equivalent standard) and that they comply with exhaust emission regulations for their class;
- (vi) site haul routes and operate Equipment away from potential receptors such as houses, schools and hospitals;
- (vii) avoid the use of diesel or petrol powered generators and instead use mains electricity or battery powered Equipment;
- (viii) maximise energy efficiency (this may include using alternative modes of transport, maximising vehicle utilisation by ensuring full loading and efficient routing); and
- (ix) all commercial road vehicles used in construction must meet the European Emission Standards as stated in section WI1155.4 during the *works*.

WI1155

Not Used

WI1160

Police and Traffic Regulations

WI1160.1

Traffic requirements

(1)

Refer to Traffic Management Plan located in Specific Works Information Appendix J..

London Underground
 Paddington Integrated Project
 Contract Tracker: 2794
 Combined Package: Premises Final Fitout and Option for Paving Works
 WI Addendum-Schedule of Additional Requirements Applicable for Paving Option
 Volume 2 Section 1 - General Works Information

Ref	Description	Premises +Paving Combined Package	Additional Requirements Applicable for Paving Option
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Except as identified separately below all the requirements are applicable as stipulated therein without any additional requirements and/or clarification

8	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 100 (PIP-1140-CNT-0027)	Applicable	None
9	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 200 (PIP-1140-CNT-0028)	Applicable	None
10	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 300 (PIP-1140-CNT-0029)	Applicable	None
11	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 400 (PIP-1140-CNT-0030)	Applicable	None
12	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 500 (PIP-1140-CNT-0031)	Applicable	None
13	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 600 (PIP-1140-CNT-0032)	Applicable	None
14	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 700 (PIP-1140-CNT-0033)	Applicable	None
15	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 800 (PIP-1140-CNT-0034)	Applicable	None
16	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 900 (PIP-1140-CNT-0035)	Applicable	None
17	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 1000 (PIP-1140-CNT-0036)	Applicable	None
18	Station Enhancement Framework - General Works Information for Paddington Station (FFO) Works: WI 1100 (PIP-1140-CNT-0037)	Applicable	None

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Volume 2

Section 2 - Specific Works Information

**UIP 1140
Paddington Integrated
Project**



Document Title	Section 2 - Specific Works Information Premises
Document Number	PIP-1140-CNT-0043
Document Location	4.04

SECTION 2 – SPECIFIC WORKS INFORMATION

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SECTION 2

SPECIFIC WORKS INFORMATION

1.0 PREFACE

- 1.1 The Specific Works Information comprises Part 1, Part 2 and Part 3. Part 1 of the Specific Works Information includes general and specific information relating the *works* and the Site. Part 2 includes all relevant tender drawings and specification. Part 3 contains the Site Information, which includes site layout drawings.
- 1.2 The Activity Schedule and proposed Subcontractors contained in the Contract will be deemed to include for complying with all the requirements of the Works Information.

SECTION 2 – SPECIFIC WORKS INFORMATION

PART 1 – SPECIFIC WORKS INFORMATION

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1.0 DESCRIPTION OF THE WORKS

Generally

- 1.1 This section describes the *works* and should be read jointly with the tender drawings and specifications included in Part 2 of this Specific Works Information. Jointly, they define the *works* for which the *Contractor* is responsible.
- 1.2 The *works* includes the installation of all temporary works to suit the proposed methodology, with the exception of any expressly stated in the Scope of Works as to be provided by the *Employer*.
- 1.3 The *works* are one of a number of packages/projects due to take place at Paddington Station commissioned by LUL, Transport for London, Crossrail and Network Rail. The *Contractor* shall work in the spirit of trust and cooperation with the *Employer* and any other contractors
- 1.4 **Contractor's responsibilities**
- Provision of any enabling and temporary works required to complete the permanent works,
- 1.5 The *Contractor* shall be responsible for all works required to construct and Deliver into Service the *Works*, in accordance with this Scope of Works and the Works Information, including but not limited to:
- Preparation of all working areas, to include erection of hoarding, any enabling works, including temporary relocation of assets (note the following section for details of assets owned by others).
 - Any temporary works or false work, pertaining to the Contractor's works. Any demolition works identified.
 - Any decommissioning of redundant or temporary assets and/or services.

Overview of scope

- 1.6 The table below provides an outline of the scope of works for the final fit out and part of this contract. The design provided within this Works Information (Part 2) and supporting specifications provides a more detailed description of the works, and therefore the table below should be considered for guidance only. Where reference is made in this document to the Final Fit Out, or FFO, these shall be interpreted to be references to the *works*.

Discipline	Overview of activities
Enabling works by Premises Contractor	Establishment of and on-going servicing of site compound including Site Waste Management and welfare facilities for the Contractor and maximum of 5 other trade contractors working on the FFO.. Erection of hoardings.

	<p>Surveys and dilapidation reports Provision of security guards Any temporary power/ lighting/ Water supplies</p>
Civil – by Premises Contractor	<p>Demolition of the structure housing the 2 existing CERs (LUL SID 1/952 & 1/731) at the western end of the platform 15/16 Replacement of the platform slab below the demolished structures</p> <p>Construction of the new emergency stairs (Stair 05), from the concourse level to the platform, which will give access to the place of safety outside the lift on the platform</p> <p>Construction of new internal walls for all the new rooms on the concourse and mezzanine levels.</p> <p>Construction of new walls separating the back of house area and the hall, including glazing.</p> <p>Removal of the over track crossing (OTX)</p>
Premises by Premises Contractor	<p>Provision and fit out, in accordance with drawings and specifications provided , of the following rooms:</p> <p>Platform Level :</p> <p>Lobby to Lift 03 (P-105) Stair Lobby to Stair 05 (P-104) Normal Supply Switch Cupboard (P-102) Emergency Supply Switch Room (P-103)</p> <p>Basement Area (on Platform Level) :</p> <p>Bin Store (P-106) Sprinkler Valve Chamber Room (P-107)</p> <p>Concourse Level – Staff Accommodation :</p> <p>Entrance lobby (C-117) Lobby to Mezzanine Level via Stairs 05 (C-123) Riser Cupboard (C-125) Lobby to Platform via Stairs 05 (C-124) Inner Lobby (C-104) (and access to Stairs 06 to LUL Basement);</p> <ul style="list-style-type: none"> o Female Locker Room (C-118); o Male Locker Room (C-119); o Kitchen / Mess Room (C-120); o Male WC / Shower (C-121); o Female WC / Shower (C-122); o Store Room (C-103); o Cleaning Services Room / Cleaners Water Point (C-105); o Cleaners Tea Room (C-106); o Corridor to SOR (C-114); o Paper Store (C-112);

	<ul style="list-style-type: none"> ○ SOR (C-115); ○ SSO / Tea Point. <p>Concourse Level – Secure Office Suite (working clockwise)</p> <ul style="list-style-type: none"> ○ Secure Entrance Lobby (C-109); ○ POMs Room (C-110); ○ Paper Store (C-112); ○ Riser Cupboard (C-126); ○ SOR Supply Switch Cupboard (C-128); ○ Interview Room (C-107); <p>Mezzanine Level (working clockwise):</p> <ul style="list-style-type: none"> ○ Lobby at top of Stair 05 (M-103); ○ Main Corridor (M-101); ○ Fan Plant Room (M-104); ○ Vent Plant Room (M-106); ○ Store Room (M-107); ○ SCR (M-108); ○ Emergency Supply Switch Room (M-109); ○ Normal Supply Switch Room (M-110); ○ Riser Cupboard (M-112). <p>Installation of station signage in accordance with the approved signage scheme</p> <p>The majority of the signs, which form part of the Final Scheme, will have been installed as part of the LUL IOS. The FFO Signage Schedule, Document Number C131-MMD-A-TSC-B071-00025, itemises only new signs and signs to be relocated, This will be updated by FFO designer and have a new document number</p> <p>Furniture and sundries not supplied by 3rd parties or LUL themselves.</p> <p>Removal of any temporary structures installed for the purposes of the Interim Operational Scheme</p> <p>Fabrication Drawings</p>
Electrical by others	<p>ELECTRICAL</p> <p>Cabling from fuse switches to Switchboard and DNO supply</p> <p>Cabling from fuse switches to LUL distribution board</p> <p>Cabling from Central Battery Inverter to interface with Station fire alarm system</p> <p>Cabling from Station Control Room to SCADA interface box</p>

	<p>Any enabling works required for 3rd parties, eg Prestige, Connect and IM. These details will be highlighted in the FFO design package</p> <p>Completion / extension of Electrical services throughout station, to include 'back of house' area in accordance with standard and also to support other services installations. Electrical services include :</p> <p>Cable containment, cable management system and associated support system Luminaires and lighting control system for the back of house area Earthing and bonding system, and Decommissioning and removal of existing installation – temporary distribution boards in the concourse</p> <p>Switch over from the existing NR supply as primary supply and the LUL supply as secondary supply to the EDF supply as primary supply and the LUL supply remaining as the secondary supply.</p> <p>HEATHROW EXPRESS IMMUNISATION</p> <p>Due to Network rail providing a 25Kv AC traction supply to the Heathrow Express train service and the close proximity of the LUL infrastructure, a monitoring system has been put in place to immunise against electrical hazards, interference in either normal operation or because of any fault conditions. This monitoring unit is fixed to the LUL boundary wall opposite Platform 16 and currently wired back to the Circle line. This will require diverting to the new SSO.</p> <p>Removal of any temporary electrical installations, installed for the purposes of the Interim Operational Scheme –details as per FFO design package</p>
Mechanical by others	<p>MECHANICAL</p> <p>Internal domestic hot and cold water services, including thermal insulation Mechanical services to support other installations Earthing and bonding of the piped services installation</p> <p>HVAC Systems : General supply and extract systems, heating and air conditioning Toilet extract system</p> <p>Bin store ventilation system</p> <p>Electric Heaters</p>

	<p>Control and BMS Systems</p> <p>MSDs (Motorised Smoke Dampers) are to be provided where ventilation ducts penetrate fire compartmented walls and floors</p> <p>Removal of any temporary mechanical installations, installed for the purposes of the Interim Operational Scheme –details as per FFO design package (eg the toilet)</p>
Comms by others	<p>Decommission or enable systems to support decommissioning of Customer Information Booth and demolition of the existing CER on the platform.</p> <p>Installation, renewal or extension of:</p> <ul style="list-style-type: none"> ○ Closed Circuit Television (CCTV) System; ○ Public Address \ Voice Alarm (PA\VA) System; ○ Passenger Help Point (PHP) System; ○ GPS Clock System; ○ Visual Electronic Information Display (VEID) System; ○ Station Management System (SMS); ○ Local Area Network (LAN) \ Wide Area Network (WAN); ○ Telephone System; ○ Voice Transfer System (VTS); ○ Breakdown Broadcast Messaging System (BBMS); ○ Structured Cabling System (SCS); ○ Intruder Alarm Detection System; ○ Lift Communications. <ul style="list-style-type: none"> ● Detailed design and Installation of the Station Management System <p>Details of all of above as per the FFO design package</p> <p>Removal of any temporary comms installations, installed for the purposes of the Interim Operational Scheme –details as per FFO design package</p> <p>Interface with LUL C&I team and LUL’s lift contractor, KONE</p>
Fire by others	<p>Provision of passive fire protection (compartmentation) in accordance with the fire strategy, to include fire stopping to all penetrations.</p> <p>Extension of the fire system to provide detection to all areas</p> <p>Relocation of fire repeater panel and fireman’s microphone to the basement area</p> <p>Installation of manual call points and PHPs</p>

	<p>Supply and installation of new fire control panel</p> <p>Provision of a sprinkler system to staff areas</p> <p>Removal of any temporary fire installations, installed for the purposes of the Interim Operational Scheme –details as per FFO design package</p>
Signals – by others	There are no signalling works identified in the FFO scope of works
C&I – by others	There are no C&I works as part of this contract
Systems Integration / Human Factors	<p>Where required compliance with the Human Factors Integration Plan and Human Factors designs</p> <p>Where required compliance with the project's Systems Engineering Management Plan</p> <p>Both documents supplied as part of FFO design package.</p>

PERMANENT WORKS DESIGN

The Contractor is not required to carry out any permanent works design for anything other than the items requiring fabrication details / drawings as identified within the supplied design package.

The permanent works design assurance deliverables are:-

- Design Reviews
- Design Check Certificates
- Design Drawings
- Fabrication Drawings - as listed in the PMF deliverables template.

The fabrication details should be developed in line with the architectural requirements specified in the supporting specifications supplied as part of the FFO design package and show compliance with all relevant Cat 1 Standards. Anywhere where this is not possible, should be drawn to the attention of the *Project Manager* immediately.

Upon completion, the fabrication details shall be issued to LUL for review and acceptance. LUL require 20 business days to review the submission. The Contractors programme should allow for these 20 days and any further possible iterations required.

2.0 MANAGEMENT; ASSURANCE AND HANDOVER

2.1 Other deliverables

The table below sets out key deliverables, other than those set out elsewhere in the Works Information, with frequency or deadline for completion. Where available deliverable descriptions and templates have been included. The *Contractor* shall ensure that sufficient time and resources are allocated to the production of the deliverables described below to an acceptable quality standard. The *Employer* reserves the right to stop any part of the works, or not to permit any or all of the works to commence, if the requisite deliverables have not been produced, submitted and approved. Any delays to completion or increase in cost resulting from this will not constitute a *compensation event*. It is noted that deliverables may be rejected on the grounds of quality or completeness.

Deliverable	When	Description	Template	Responsibility
Cost loaded programme	Every 4 weeks	Quality criteria set out in the works information	n/a	<i>Contractor</i>
Risk register	Update of tender risk register every 4 weeks	n/a	n/a	<i>Contractor</i>
Change control register	Updated as required. Submitted every 4 weeks	Contents described in Works Information (includes NCEs, EWNs, PMIs etc...)	n/a	<i>Contractor</i>
Cutting, drilling and fixing assessment	Prior to cutting, drilling and fixing.	In App F	In App F	<i>Contractor</i>
Plant, tools and equipment approvals	Prior to use of tools, plant and equipment	In App F	In App F	<i>Contractor submits, LUL manage</i>
New asset data (ellipse asset register)	Prior to completion	In App F	n/a	<i>Contractor</i>
Mandatory asset information data (MAID)	Ongoing updates. All items closed prior to completion	In App D	In App D	<i>Contractor to supply information identified in the MAID</i>
Red-lined drawings	Prior to completion	n/a	n/a	<i>Contractor</i>
Test reports and	Prior to completion	n/a	n/a	<i>Contractor</i>

certificates				
Training materials	Prior to bringing into use	n/a	n/a	<i>Contractor in consultation with the Project Manager and operations representative</i>
PMF	Ongoing updates. All items closed prior to completion	In APP F	In APP F	<i>Contractor to supply information identified in the PMF documents</i>
Operations manuals	Prior to bringing into use	N/a	n/a	<i>Contractor in consultation with the Project Manager and operations representative</i>
Maintenance manuals	Prior to completion	n/a	n/a	<i>Contractor in consultation with the Project Manager and maintenance representative</i>

3.0 HEALTH AND SAFETY MANAGEMENT

3.1 Site Welfare Facilities

3.1.1 The *Contractor* shall provide adequate available welfare facilities for the entire worksite and all contractors before commencing work. The *Contractor* shall not commence work on site until he is assured that the facilities are in place and are adequate. The *Contractor* is responsible for cleaning, inspecting and maintaining all sanitary conveniences and welfare facilities provided in the Working Areas.

In accordance with the *Employer's* commitment to reducing its' environmental impact through responsible procurement, the *Contractor* is required to use cleaning products and consumables that have minimal environmental impact. The products used by the *Contractor* comply with the European Eco-label or equivalent standard, these include:

- All purpose cleaners
- Sanitary cleaners
- Toilet roll and hand towels
- Soaps

Products which meet the European Eco-label can be found at <http://www.ecolabel.com>

3.2 Delivery / removal of Drop Safe

The drop safe is heavy and must be moved only after a SMOW has been submitted by the removers. The Raised access floor will need temporary spreader plates to be placed so as to spread the load over at least four tiles. The safe will need to be moved using a two-axle skid such as Dorvic Skates and not a single axle transfer device.

4.0 ENVIRONMENT AND WASTE MANAGEMENT

4.1 Waste and Waste Reporting

4.1.1 The *Contractor* shall be responsible for managing all waste on site and for managing and updating the Site Waste Management Plan (SWMP) on behalf of the Principal Contractor as per the Site Waste Management Regulations. A copy of the SWMP can be found In Part 3 of the Specific Works Information.

The *Contractor* ensures the SWMP supports the *Employer's* objective to use materials more efficiently and reduce waste to landfill by reusing and recycling. As a minimum requirement the *Contractor* is to achieve the *Employer's* objective to re-use and recycle as stated in the generic Works Information;

4.1.2 The *Contractor* shall be responsible for registering any sites falling under the Hazardous Waste (England and Wales) Regulations, 2005.

4.1.3 The *Contractor* shall make arrangements for the disposal of rubbish, debris and spoil arising from all the *works* on site as soon as practicably possible. The arrangements will be subject to the approval of the *Project Manager*. In order to avoid unauthorised disposal the *Contractor* shall arrange that each disposal contractor and lorry driver employed for the disposal of such materials is given written instructions as to the authorised place where each load is to be tipped. The *Contractor* shall retain in his office for inspection at any time by the *Project Manager* copies of such instructions together with a list of authorised places to be used.

4.1.4 The *Contractor* shall ensure that all waste from the *works* is dealt with in accordance with the waste duty of care in section 34 of the Environmental Protection Act (1990) and the Environmental Protection (Duty of Care Regulations) (1991); and that all Materials will be handled efficiently and waste managed appropriately in accordance with the SWMP.

4.1.5 The *Contractor* shall allow for complying with all requirements as regards environmental controls and in particular related to the tipping of waste material.

4.1.6 The *Contractor* shall ensure that all waste *generated by the works* (by the *Contractor* and by others contracted to the *Employer*) on the Site is removed by registered waste carrier(s) to a site licensed for that type of waste (or registered exempt).

4.1.7 The *Contractor* shall, upon request by the *Project Manager*, make available to the *Employer*, within 3 working days of such request, waste transfer notes for all consignments and copies of both carrier's Environmental Agency registration and site licences. In response to such request, the *Contractor* shall also where requested submit written evidence that each and every load of waste material has been delivered to and disposed of at the authorised location.

4.1.8 The *Contractor* shall indemnify the *Employer* against any claims damages, losses or expenses including claims for clean-up costs arising in any way whatsoever from unauthorised disposal of such materials.

- 4.1.9 On completion of the *works* the *Contractor* shall clear the working areas made available to him of all surplus materials, stores, equipment, spoil, and rubbish and shall reinstate the areas to their condition existing prior to the *Contractor's* occupation of those areas to the satisfaction of the *Project Manager*.
- 4.1.10 The *Contractor* shall provide information to support waste management and minimisation agenda items in start up and progress meetings.
- 4.1.11 The *Contractor* is responsible for developing waste minimisation strategies in line with the *Employer's* Waste Minimisation objectives, in particular the recycling of at least 50% of any waste arisings.

The *Contractor* is responsible for ensuring that the SWMP is formally reviewed at a minimum of 6 monthly intervals and for submitting the reviewed document to the *Employer* for approval.

Waste Reporting

- 4.1.12 The *Contractor* shall submit a substantiated waste report each period for the site for each of the following elements:-
- a) *Contractor's* waste data for each of the Key Performance Indicators shown below:
- tonnes of waste produced (including hazardous waste in the total), and
 - tonnes of hazardous waste produced, and
 - tonnes of waste reused and recycled, and
 - tonnes of proportion of hazardous waste reused and recycled; and
 - details of waste that cannot be demonstrated to have been disposed of correctly, and
 - tonnes disposed to landfill per £100k of *works* spend; and
 - tonnes recycled per £100k of *works* spend, and
 - tonnes of waste diverted from landfill
 - tonnes of material reused on site
 - tonnes of material reused off site
- b) The *Contractor* shall similarly require Subcontractors to report on their waste data for the same Key Performance Indicators and shall include this within the total reported figures, but separately identified within his report.
- c) The *Contractor* shall also within each report provide evidence of meeting the following requirements:
- Recover a minimum of 85% of construction, demolition and excavation waste, and aim to exceed this figure
 - Ensure that at least 15% of total material value derives from reused and recycled content in new build, select the top opportunities to exceed this figure without increasing the cost of materials, and report actual performance.
- d) A copy of the periodic HSE report template is included as Appendix B. The *Contractor* shall submit the completed template no later than Tuesday of week one of the following period.

- 4.1.13 The *Contractor* may wish to use the WRAP Net Waste Tool to forecast waste, quantify potential reductions in wastage and costs, identify actions to reduce and recover waste and compare forecast and actual waste arising. For more information on the Net Waste Tool, the *Contractor* is recommended visit the following website <http://www.wrap.org.uk/nwtool>.

5.0 PROGRAMME MANAGEMENT AND REPORTING

- 5.1 All Activity IDs are to start with the letter 'P' and be followed by a 4 digit number (e.g. P1000).

6.0 CONTRACTOR'S SITE SET UP, ACCOMMODATION AND SERVICES

6.1 Offices, shops and railway premises act 1963

The *Contractor* shall be responsible for compliance with the provisions of the Offices, Shops and Railway Premises Act 1963 or any order or regulation made there under, so far as such apply to any of the temporary buildings to be erected on the site.

6.2 Offices, storage, welfare facilities and the like

- 6.2.1 The *Contractor* shall be responsible for providing adequate welfare facilities for his personnel as well as for 5 other trade package contractors working on this project. In addition to the Contractor's personnel, a maximum of 30 other operatives could be working on FFO project requiring the use of the Welfare Facilities to be provided by the Contractor. There is limited space available on site to set up any office or welfare facilities. However, there may be office space available for rental in Macmillan House operated by Network Rail. Notwithstanding this, the *Contractor* shall identify necessary space for Office and Welfare where possible and also make provision for office space with IT facilities for 5 other trade package contractor's staff.

6.3 Plant, Equipment, Materials Control and Storage

- 6.3.1 Unless otherwise stated or notified by the *Project Manager*, the *Contractor* shall be responsible for providing 110v power, temporary and task lighting and means of distributing temporary power to the work locations.

6.4 Water for the works

The *Contractor* is responsible for arranging his own adequate supply of water for the works. The *Contractor* may, with the written approval of the *Project Manager*, make use of water supplies from within the LUL property if available, provided their use does not interfere with the station operation.

6.5 Lighting and power for the works

- 6.5.1 The *Contractor* will provide, install, maintain alter and adapt to suit the planning and progress of the works, all temporary generators, transformers, temporary fuse boards cables, ES, power and lighting festoons, lighting standards, lamps, sockets, extension units, leads and all other electrical fittings and equipment he requires and remove from site at the completion of the works.
- 6.5.2 All temporary lighting and equipment will be designed to operate at 110 volts (55 to earth).

6.5.3 Power for the operation of electrical hoists, cranes and the like will be provided by the *Contractor* unless specifically stated in the *works* Information. The *Contractor* shall make his own arrangements for any temporary electrical supplies or fuel needed to operate hoists and shall pay all fees and costs in connection therewith.

6.5.4 All Equipment including generators shall comply with the requirements of the Construction Phase Plan with regard to noise prevention.

6.6 Temporary Works

6.6.1 The *Contractor* shall provide all temporary access platforms (mobile or static), scaffolding, ladders, hoardings, floor protection and hoists and the like that are necessary for the execution of the *works*. The *Contractor* shall be responsible for removing and re-positioning / re-erecting the above items during progress of the *works*. The *Contractor* shall also allow for maintenance and of said items during the currency of the *works* and for removing same on Completion of the *works*. The use of stepladders, staging and boards/hop-ups/trestles and the like is strictly forbidden on site.

6.7 **SCAFFOLDING**

6.7.1 All scaffolding shall be procured, erected, inspected, maintained and struck by the *Contractor*. The *Contractor* shall be deemed to have included for any scaffolding and temporary access required for the *works*.

6.7.2 Any hoisting facilities shall satisfy the requirements of Lifting Operations Lifting Equipment Regulations (LOLER), LUL Plant Approval process, Factories Acts and other relevant regulations.

7.0 **SITE SECURITY**

7.1 Hoardings and Barriers

7.1.1 The *Contractor* shall provide, install, maintain and remove on completion of the *works* such as hoardings and barriers as may be required to secure the *works* and ensure the safety of all staff and passengers. The *Contractor* may be required to dismantle and re-erect them in new locations as necessary during the course of the *works* and shall include for all costs in connection therewith.

7.1.2 All hoardings and barriers shall comply with the requirements as described in the Standards, most especially the Rule Book, and may require substantiating calculations in accordance with Standards to demonstrate loading capability.

London Underground			
Paddington Integrated Project			
Contract Tracker: 2794			
Combined Package: Premises Final Fitout and Option for Paving Works			
WI Addendum-Schedule of Additional Requirements Applicable for Paving Option			
Volume 2 Section 2 - Specific Works Information			
Ref	Description	Premises +Paving Combined Package	Additional Requirements Applicable for Paving Option
Except as identified separately below all the requirements are applicable as stipulated therein without any additional requirements and/or clarification			
19A	UIP1140 Paddington Integrated Project; Section2 - Specific Works Information Premises (PIP-1140-CNT-0043)		
19A.1	SECTION 2 - SPECIFIC WORKS INFORMATION PART 1: APPENDICES (PAGE 5 OF 17)	Applicable	Refer to '2794 PWO - Attachment A4'
19A.2	SECTION 2 - SPECIFIC WORKS INFORMATION PART 1: DESCRIPTION OF THE WORKS;	Applicable	
9A.2.1	ITEM 1.5 (PAGE 6 OF17)	Applicable	Insert additional bullet point "• Ensuring the necessary provisions are in place to ensure that the operational infrastructure is fit for operational use at the end of each working shift"
9A.2.2	ITEM 1.6 Under the column header "Discipline" in "Civil -by Premises Contractor" (Page 7 OF17)	Applicable	In the "Overview of the activities" add "Platform 15 &16 Paving Works"
19A.3	SECTION 2 - SPECIFIC WORKS INFORMATION PART 1:ENVIRONMENT AND WASTE MANAGEMENT	Applicable	
9A.3.1	ITEM 4.1.9 (Page 9 OF17)	Applicable	Insert after works" (and/or at the end of a working shift)"
19A.4	SECTION 2 - SPECIFIC WORKS INFORMATION PART 1:PROGRAMME MANAGEMENT AND REPORTING	Applicable	Insert new paragraph after item 5.1 "5.2 All Activity IDs are to start with the letter 'Z' and be followed by a 4 digit number (e.g. Z1000)."
19A.5	SECTION 2 - SPECIFIC WORKS INFORMATION PART 1:CONTRACTORS SITE SET UP, ACCOMMODATION AND SERVICES	Applicable	Insert new paragraph after item 6.7.2 "6.7.3 All temporary works shall comply with LU CAT 1 Standards & Industry Standards."
19A.6	SECTION 2 - SPECIFIC WORKS INFORMATION PART 2: TENDER DRAWINGS AND SPECIFICATION	Applicable	Insert the documents listed in '2794 PWO - Attachment A5' to the Premises ITT Tender Drawings and Specification list

London underground Ltd.
Paddington Integrated Project
Contract Tracker: 2794
Combined Package: Premises Final Fitout and Option for Paving Works
Option for Paving Works
2794_5. PWO_Contract Doc_Attachment A4- Section 2 Specific Works Information Part 1: Appendices

1. Appendix A - Work Break down Structure (WBS)

1.1. Addendum:

- 1.1.1. The *Contractor* is to provide two programmes, the first based on all platforms paving works being undertaken within Station Closures, and the second based on all platform paving works being undertaken within Engineering Hours.
- 1.1.2. The Work Breakdown Structure (WBS) of the programmes provided by the Contractor for the Paving Works Option is to be identical to the WBS provided in **Attachment A4 – Annex 1**.
- 1.1.3. The Contractor is to add additional WBS levels below those provided should they be required in order to produce a comprehensible programme.
- 1.1.4. All Activity IDs in the Platform Paving programmes are to start with the letter 'Z' and be followed by a 4 digit number (e.g. Z1000)

2. Appendix K –Access Plan

2.1. Addendum

- 2.1.1. For the Paving Works Option the requirements for Access are clarified in **Attachment A4 – Annex 2**.

ATTACHMENT 4 - ANNEX 1

07-Nov-12 13:20

WBS Code	WBS Name
PAV	Platform Paving Package WBS
PAV.4	Preliminaries
PAV.1	Pre Implementation Assurance Documentation
PAV.2	On Site Works - Platform Paving
PAV.2.1	Bay 1
PAV.2.1.12	Enabling Works
PAV.2.1.1	Breakout of Platform and Removal of Waste
PAV.2.1.2	Paving Installation and Finishes
PAV.2.2	Bay 2
PAV.2.2.12	Enabling Works
PAV.2.2.1	Breakout of Platform and Removal of Waste
PAV.2.2.2	Paving Installation and Finishes
PAV.2.3	Bay 3
PAV.2.3.12	Enabling Works
PAV.2.3.1	Breakout of Platform and Removal of Waste
PAV.2.3.2	Paving Installation and Finishes
PAV.2.4	Bay 4
PAV.2.4.12	Enabling Works
PAV.2.4.1	Breakout of Platform and Removal of Waste
PAV.2.4.2	Paving Installation and Finishes
PAV.2.5	Bay 5
PAV.2.5.12	Enabling Works
PAV.2.5.1	Breakout of Platform and Removal of Waste
PAV.2.5.2	Paving Installation and Finishes
PAV.2.6	Bay 6
PAV.2.6.12	Enabling Works
PAV.2.6.1	Breakout of Platform and Removal of Waste
PAV.2.6.2	Paving Installation and Finishes
PAV.2.7	Bay 7
PAV.2.7.12	Enabling Works
PAV.2.7.1	Breakout of Platform and Removal of Waste
PAV.2.7.2	Paving Installation and Finishes
PAV.2.8	Bay 8
PAV.2.8.12	Enabling Works
PAV.2.8.1	Breakout of Platform and Removal of Waste
PAV.2.8.2	Paving Installation and Finishes
PAV.2.9	Bay 9
PAV.2.9.12	Enabling Works
PAV.2.9.1	Breakout of Platform and Removal of Waste
PAV.2.9.2	Paving Installation and Finishes
PAV.2.10	Bay 10
PAV.2.10.12	Enabling Works
PAV.2.10.1	Breakout of Platform and Removal of Waste
PAV.2.10.2	Paving Installation and Finishes
PAV.2.11	Bay 11
PAV.2.11.12	Enabling Works
PAV.2.11.1	Breakout of Platform and Removal of Waste
PAV.2.11.2	Paving Installation and Finishes
PAV.3	Post Implementation Assurance/Handover Documentation

2794_5. PWO Attachment A4-Annex 2 - Access Plan

STATION: Paddington Suburban

DATE: 5 / 11 / 2012

1. Station Closing Time: 15 minutes after the last train	2. Opening Time: 15 minutes before the first train	3. Preparation Time Time: 23:30
4.		
	First train times	Last train times
Mon – Fri	0445	0110
Sat	0445	0110
Sun	0625	0100
5. Traction Current switching times – agreement	Sabre Access to be arranged by Employer & T002 to be supplied by contractor	
6. Cleaning Regime Agreements	<p>The worksite shall be cleaned of all building materials prior to handover to the Station Supervisor. The Contractor shall comply with the requirement of the General and Specific Works Information.</p> <p>Sign off required by Station Supervisor and Employers Site Representative</p>	
7. Scope Information	Scope of Works attached in Works information.	
8. Storage Arrangements	<p>Storage area will be available behind hoarded areas on the platform. The non operational areas east and west of the Platform End Barriers will also be available for storage.</p> <p>Additional storage may be sought by the Employer and granted to the Contractor, but shall not be relied upon by the Contractor in his pricing or methodology assumptions.</p>	
9. Access Marshals (only where necessary – will cover all contractors entering station)	The LU Construction Support Manager will oversee the contractor on site. The contractor will be responsible for his own staff and ensuring that they muster at the correct SAP	
10. Use of Special Equipment Arrangements	The contractor will be responsible for providing any specialist equipment required to undertake the work, including any specialist PPE	
11. Other Opportunities	Should a blockade or Line Closure become available the contractor can make use of these by liaising with LU to gain access under a worksite within remits of the possession	
12. Closure Arrangements /Opportunities & Constraints	<p>Paddington: - The Contractor is to plan to undertake works during Engineering Hours; however opportunity for Access to site during Weekend Station closures is available. Closures will be applied for by LU but will be subject to closures being granted and cannot be guaranteed. The Contractor is to define as part of the tender return how many Weekend Station Closures will be required to undertake the works.</p> <p>The Employer will make the necessary arrangements to secure the required closures to complete the works with the assistance and information provided by the Contractor.</p>	
13. Extended Engineering hours	N/A	
14. Day time working	Day time working will be during line or station closures	
15. Use of smart barriers	To be confirmed in the methodology by the Contractor	
16. Method of signing in work forces	The LU Construction Manager will oversee the process of signing in, the contractor will sign in his workforce through the LU PICER process.	
17. Hot works	Hot work permits will be applied for as per the relevant procedures, the contractor shall submit the applications to LU to manage no less than 28 days before they are required	

18.	Environmental Concerns (Section 61) - Waste Management Plan	Section 61 Notice will be in place and is the responsibility of LU SWMP as per the Site Information
19.	3 rd Party Interfaces - Local Authority - PFI's - Tenants - Others	<ul style="list-style-type: none"> • Other FFO sub-contractors • LU 3rd Party Contractor (Connect etc) • Westminster • Network Rail • Paddington Central • Other LU projects e.g. track renewals
20.	Welfare Arrangements	Appropriate Welfare arrangements will be provided by LU through the FFO premises trade package contractor.
21.	Contingencies – Plan 'B' scenarios	Engineering Hours – as detailed in section 12
22.	Power Availability	Supplies to be provided by on site 110v sockets, any additional power will be provided by the contractor
23.	Delivery Arrangements & Distribution Plans	All deliveries and storage shall be in accordance with the Traffic Management Plan
24.	Other Issues	
Documents: <ul style="list-style-type: none"> ■ BB224 ■ Space Applications ■ Movement Licences ■ Track Clearance ■ Storage Licences ■ Permit to Dig 		Bb224 to be managed by LU with input from the contractor T002 for track gauging Storage licences to be applied for by LU with input of specific materials from the contractor Permits to dig to be issued by LU

Site Visit Date:	/ /
Revision:	

MR / PM	
	/ /
Signature	Date

LUL Access Manager	
	/ /
Signature	Date

MR Access Manager	
	/ /
Signature	Date

LUL Project Liaison Manager	
	/ /
Signature	Date

London Underground

Paddington Integrated Project

Contract Tracker: 2794

Combined Package: Premises Final Fitout and Option for Paving Works

Option for Paving Works

**2794_5. PWO_Contract Doc_Attachment A5 –Specific Works Information Part 2:
Contract Drawings and Specification**

1. List of Material for Free Issue by LU to the Contractor for installation of the Paving Works
 - 1.1. HF-02 - Concrete pavers –600x600x63mm nominal – 505m2 (1402 no + cutting waste)
 - 1.2. HF-05 - Offset Blister tactile tiles (concrete) – 230m (575 no+ waste)
 - 1.3. HF-06 – Terrazzo (modular) corduroy tactile warning tiles – 6 m2 (40 no)
 - 1.4. MEP-10 – Linear drainage channel (Acco)- stainless steel frame with anti heel grating – 95m
 - 1.5. EWS 29 coved skirting – 74m
 - 1.6. MJ-01 - Paving movement joints – 150m (with cutting waste)
2. Paving Works Option – Outline Scope of Works Items
 - 2.1. Installation of paving
 - 2.1.1. Installation of 600x600x63mm platform paving (HF-02) as per drawing & specification listed including preparation of existing site conditions to receive. Contractor to supply all materials as necessary except for those listed above as Free –Issue by LUL
 - 2.2. Installation Blister tactile
 - 2.2.1. Installation of 400x400 Blister tactile (HF-05) along platform length as per drawing & specification listed including preparation of existing site conditions to receive. Contractor to supply all materials as necessary except for those listed above as Free –Issue by LUL
 - 2.3. Installation of Corduroy tactile
 - 2.3.1. Installation of Corduroy tactile (HF-06) at bottom of stairs -2/3/4 to FFL as per drawing & specification listed including preparation of existing site conditions to receive. Contractor to supply all materials as necessary except for those listed above as Free –Issue by LUL

2.4. Installation of Linear drainage channel - Acco

2.4.1. Installation of linear drainage channel (MEP-10) along platform as per drawing & specification listed including preparation of existing site conditions to receive. Contractor to supply all materials as necessary except for those listed above as Free –Issue by LUL

2.5. Installation of coved skirting

2.5.1. Installation of coved skirting (EWS 29) at bottom of GRC & Stainless steel cladding at Stairs 2/3/4 & Lift shaft-3 as per drawing & specification listed including preparation of existing site conditions to receive. Contractor to supply all materials as necessary except for those listed above as Free –Issue by LUL.

2.5.2. For information purposes only a proposed method by another contractor has been included for the Installation of GRC Skirting to Platform 15/16 (Refer to 2794_5. PWO_ITT_Attachment A5-Annex 3: C272-CAR-C-CCN-B071-50134 – Installation of GRC Skirting). The Contractor to propose his own methodology to meet drawings and specification requirements.

2.6. Installation of paving movement joint

2.6.1. Installation of movement joint (MJ-01) across platform as per drawing & specification listed including preparation of existing site conditions to receive. Contractor to supply all materials as necessary except for those listed above as Free –Issue by LUL.

2.7. Installation warning line

2.7.1. Providing & installing of platform white & yellow warning sign along platform edges as per specification

3. Constraints

3.1. Implementation Methodology

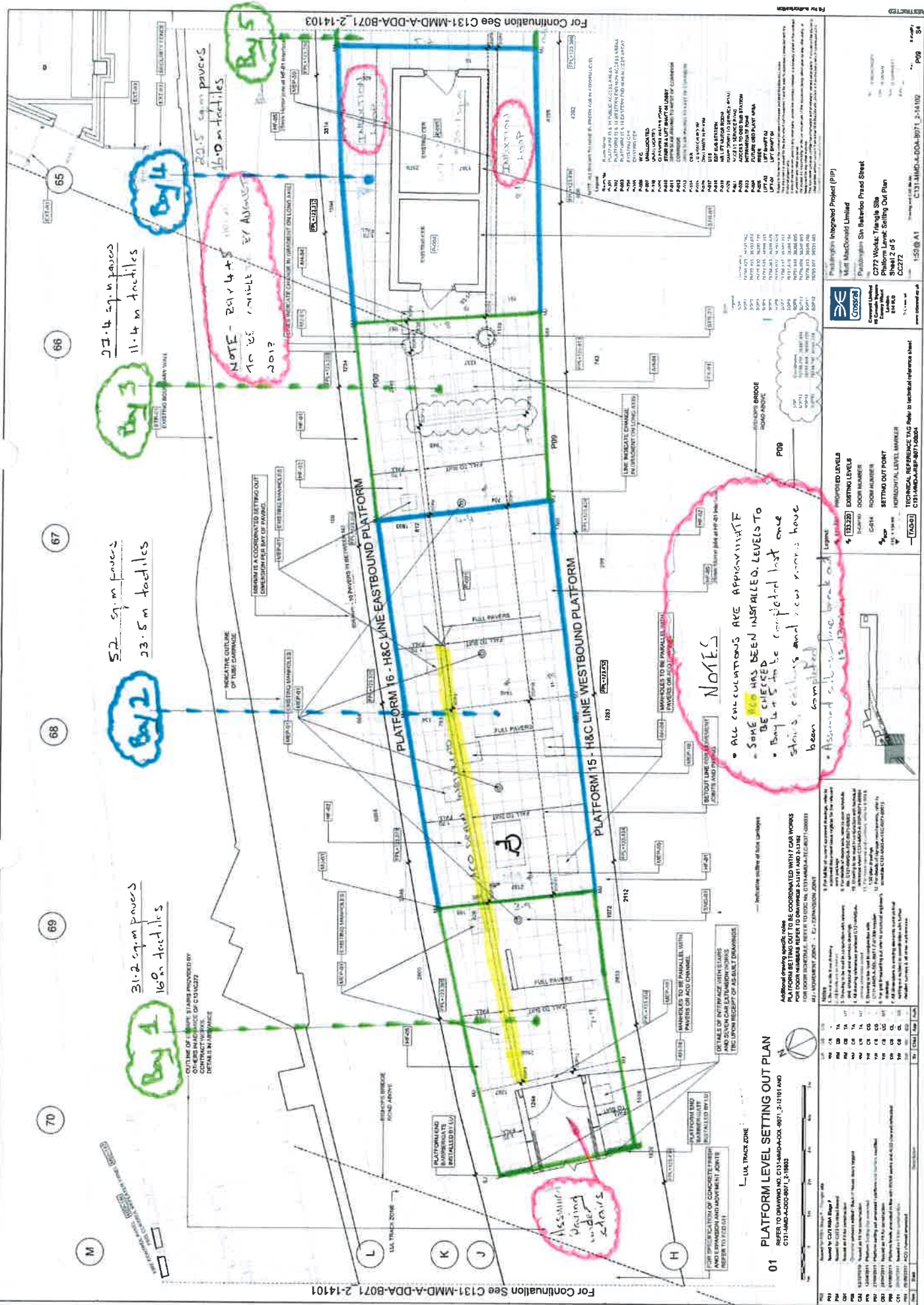
3.1.1. The Employer has proposed that the paving works are divided up in bays as indicated on the '2794_5. PWO_Contract Doc_Attachment A5 – Annex 1' for implementation purposes.

3.1.2. The 'As –built' FFL for Coping Stones to Platforms 15 & 16 contained in '2794_5. PWO_Contract Doc_Attachment A5 – Annex 2' are issued for information purposes only. The Contractor shall satisfy himself as to the to the accuracy or otherwise of this information.

4. Drawings and Specification

4.1. **Addendum for Combined Premises and Paving**

4.1.1. For the combined package, the Drawings and Specification listed in '2794_5. PWO_Contract Doc_Attachment A5 – Annex 3' shall be added to the documents listed in Part 2 Contract Drawings and Specifications herein.



01 PLATFORM LEVEL SETTING OUT PLAN
 REFER TO DRAWING NO. C131-MMD-A-DA-B071, 2-12101 AND
 C131-MMD-A-DA-B071, 2-1800

NOTES

- ALL CALCULATIONS ARE APPROXIMATE
- SOME BAY HAS BEEN INSTALLED, LEVELS TO BE CHECKED
- Bay 4 & 5 have been completed but one stone's ceiling and new ramps have been completed
- Assumed railway line break at [location]

Additional details apply to the platform setting out to be coordinated with car works and seven car laydown zones

FOR COORDINATION REFER TO DRAWING NO. C131-MMD-A-DA-B071, 2-12101 AND C131-MMD-A-DA-B071, 2-1800

NO.	REVISION	DATE	BY	CHKD.	APP.
01	ISSUED FOR PERMIT	15/08/2017
02
03
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Project Information:

Client: Mull MacDonald Limited
 Project: Platform 15 & 16, C272 Works, Tyneside, Site
 Platform Level Setting Out Plan
 Sheet 2 of 5
 C272

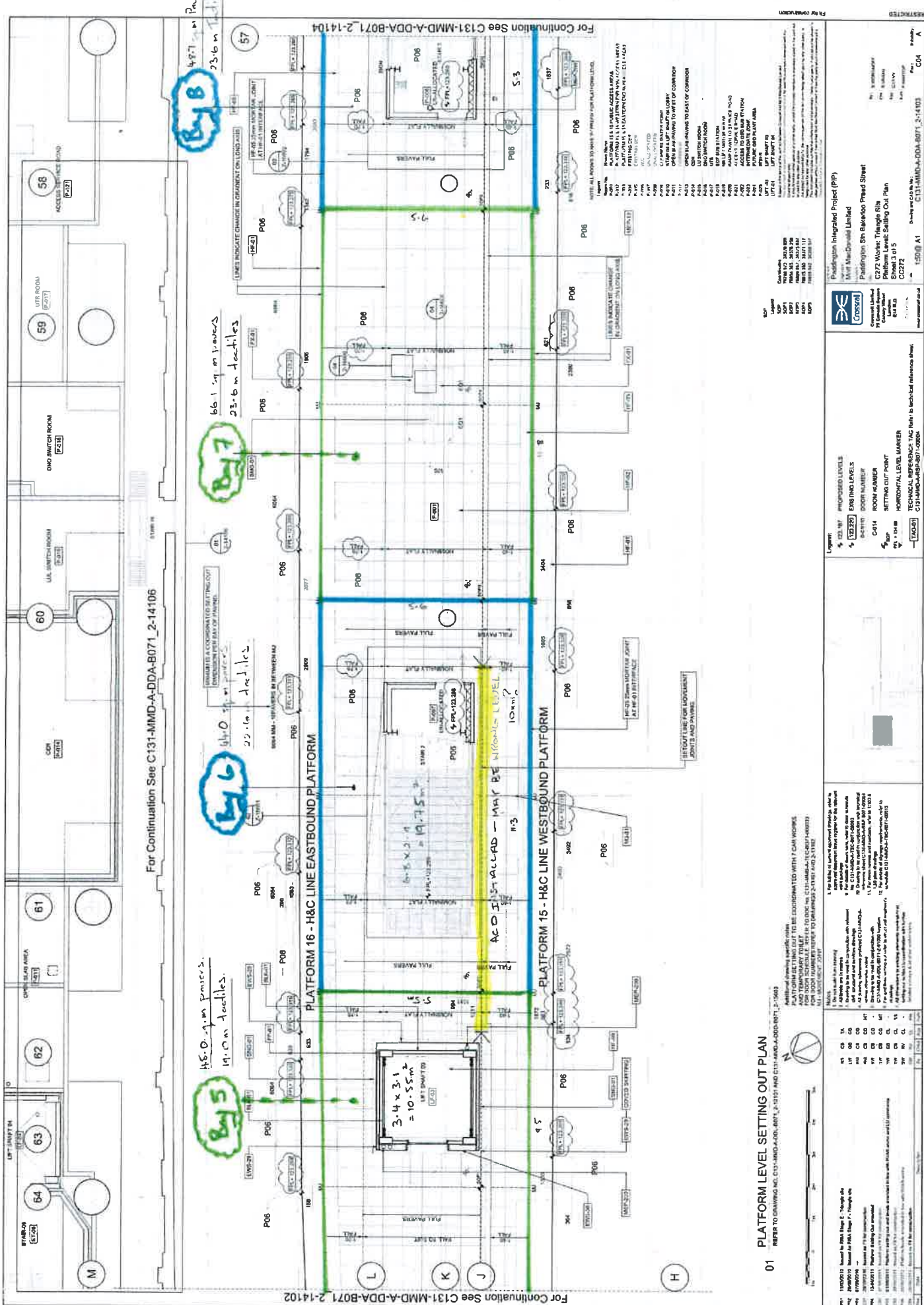
Scale: 1:500 @ A1

Project No: C131-MMD-A-DA-B071, 2-14101

Revision: 15/08/2017

NO.	REVISION	DATE	BY	CHKD.	APP.
01	ISSUED FOR PERMIT	15/08/2017
02
03
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2094



01 PLATFORM LEVEL SETTING OUT PLAN

REFER TO DRAWING NO. C131-MMD-A-DDA-B071_2-14101 AND C131-MMD-A-DDA-B071_2-14103

NO.	REVISION	DATE	BY	CHECKED	SCALE
01	ISSUED FOR CONSTRUCTION	15/01/2024	1:100
02
03
04
05
06
07
08
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10

Additional details specific to this platform setting out plan are coordinated with the following drawings:

- 1. Platform 15 - H&C Line Westbound Platform
- 2. Platform 16 - H&C Line Eastbound Platform
- 3. Platform 17 - H&C Line Eastbound Platform
- 4. Platform 18 - H&C Line Eastbound Platform
- 5. Platform 19 - H&C Line Eastbound Platform
- 6. Platform 20 - H&C Line Eastbound Platform
- 7. Platform 21 - H&C Line Eastbound Platform
- 8. Platform 22 - H&C Line Eastbound Platform
- 9. Platform 23 - H&C Line Eastbound Platform
- 10. Platform 24 - H&C Line Eastbound Platform
- 11. Platform 25 - H&C Line Eastbound Platform
- 12. Platform 26 - H&C Line Eastbound Platform
- 13. Platform 27 - H&C Line Eastbound Platform
- 14. Platform 28 - H&C Line Eastbound Platform
- 15. Platform 29 - H&C Line Eastbound Platform
- 16. Platform 30 - H&C Line Eastbound Platform
- 17. Platform 31 - H&C Line Eastbound Platform
- 18. Platform 32 - H&C Line Eastbound Platform
- 19. Platform 33 - H&C Line Eastbound Platform
- 20. Platform 34 - H&C Line Eastbound Platform
- 21. Platform 35 - H&C Line Eastbound Platform
- 22. Platform 36 - H&C Line Eastbound Platform
- 23. Platform 37 - H&C Line Eastbound Platform
- 24. Platform 38 - H&C Line Eastbound Platform
- 25. Platform 39 - H&C Line Eastbound Platform
- 26. Platform 40 - H&C Line Eastbound Platform
- 27. Platform 41 - H&C Line Eastbound Platform
- 28. Platform 42 - H&C Line Eastbound Platform
- 29. Platform 43 - H&C Line Eastbound Platform
- 30. Platform 44 - H&C Line Eastbound Platform
- 31. Platform 45 - H&C Line Eastbound Platform
- 32. Platform 46 - H&C Line Eastbound Platform
- 33. Platform 47 - H&C Line Eastbound Platform
- 34. Platform 48 - H&C Line Eastbound Platform
- 35. Platform 49 - H&C Line Eastbound Platform
- 36. Platform 50 - H&C Line Eastbound Platform
- 37. Platform 51 - H&C Line Eastbound Platform
- 38. Platform 52 - H&C Line Eastbound Platform
- 39. Platform 53 - H&C Line Eastbound Platform
- 40. Platform 54 - H&C Line Eastbound Platform
- 41. Platform 55 - H&C Line Eastbound Platform
- 42. Platform 56 - H&C Line Eastbound Platform
- 43. Platform 57 - H&C Line Eastbound Platform
- 44. Platform 58 - H&C Line Eastbound Platform
- 45. Platform 59 - H&C Line Eastbound Platform
- 46. Platform 60 - H&C Line Eastbound Platform
- 47. Platform 61 - H&C Line Eastbound Platform
- 48. Platform 62 - H&C Line Eastbound Platform
- 49. Platform 63 - H&C Line Eastbound Platform
- 50. Platform 64 - H&C Line Eastbound Platform
- 51. Platform 65 - H&C Line Eastbound Platform
- 52. Platform 66 - H&C Line Eastbound Platform
- 53. Platform 67 - H&C Line Eastbound Platform
- 54. Platform 68 - H&C Line Eastbound Platform
- 55. Platform 69 - H&C Line Eastbound Platform
- 56. Platform 70 - H&C Line Eastbound Platform
- 57. Platform 71 - H&C Line Eastbound Platform
- 58. Platform 72 - H&C Line Eastbound Platform
- 59. Platform 73 - H&C Line Eastbound Platform
- 60. Platform 74 - H&C Line Eastbound Platform
- 61. Platform 75 - H&C Line Eastbound Platform
- 62. Platform 76 - H&C Line Eastbound Platform
- 63. Platform 77 - H&C Line Eastbound Platform
- 64. Platform 78 - H&C Line Eastbound Platform
- 65. Platform 79 - H&C Line Eastbound Platform
- 66. Platform 80 - H&C Line Eastbound Platform
- 67. Platform 81 - H&C Line Eastbound Platform
- 68. Platform 82 - H&C Line Eastbound Platform
- 69. Platform 83 - H&C Line Eastbound Platform
- 70. Platform 84 - H&C Line Eastbound Platform
- 71. Platform 85 - H&C Line Eastbound Platform
- 72. Platform 86 - H&C Line Eastbound Platform
- 73. Platform 87 - H&C Line Eastbound Platform
- 74. Platform 88 - H&C Line Eastbound Platform
- 75. Platform 89 - H&C Line Eastbound Platform
- 76. Platform 90 - H&C Line Eastbound Platform
- 77. Platform 91 - H&C Line Eastbound Platform
- 78. Platform 92 - H&C Line Eastbound Platform
- 79. Platform 93 - H&C Line Eastbound Platform
- 80. Platform 94 - H&C Line Eastbound Platform
- 81. Platform 95 - H&C Line Eastbound Platform
- 82. Platform 96 - H&C Line Eastbound Platform
- 83. Platform 97 - H&C Line Eastbound Platform
- 84. Platform 98 - H&C Line Eastbound Platform
- 85. Platform 99 - H&C Line Eastbound Platform
- 86. Platform 100 - H&C Line Eastbound Platform

Project: Paddington Integrated Project (PIP)

Client: M&L Macdonald Limited

Location: Paddington Stn Barrowo Street

Platform Level: Setting Out Plan

Scale: 1:100

Revision: 01 of 5

Drawn by: C2274

Checked by: C2274

Approved by: C2274

Project No: C131-MMD-A-DDA-B071_2-14103

Sheet No: C04

Scale: 1:100 @ A1

Project No: C131-MMD-A-DDA-B071_2-14103

Sheet No: C04

Scale: 1:100 @ A1

Project No: C131-MMD-A-DDA-B071_2-14103

Sheet No: C04

Scale: 1:100 @ A1

ATTACHMENT A5 - ANNEX 2

SS Asbuilts - Coping stone levels minus 130mm to top of Slab

Plat 15	DSN LVL	C Lvl	SS Lvl	Plat 16	DSN LVL	C Lvl	SS LVL
BAY1	123.456	123.452	0.13	BAY1	123.361	123.383	0.13
BAY2	123.454	123.456	0.13	BAY2	123.369	123.392	0.13
BAY3	123.452	123.463	0.13	BAY3	123.335	123.346	0.13
BAY4	123.428	123.438	0.13	BAY4	123.334	123.344	0.13
BAY5	123.413	123.417	0.13	BAY5	123.326	123.32	0.13
BAY6	123.396	123.364	0.13	BAY6	123.306	123.312	0.13
BAY7	123.366	123.37	0.13	BAY7	123.296	123.305	0.13
BAY8	123.346	123.36	0.13	BAY8	123.307	123.307	0.13
BAY9	123.323	123.336	0.13	BAY9	123.304	123.305	0.13
BAY10	123.297	123.321	0.13	BAY10	123.293	123.306	0.13
BAY12	123.267	123.288	0.13	BAY12	123.27	123.292	0.13
BAY13	123.258	123.258	0.13	BAY13	123.265	123.292	0.13
BAY14	123.241	123.238	0.13	BAY14	123.261	123.279	0.13
BAY15	123.226	123.24	0.13	BAY15	123.268	123.268	0.13
BAY16	123.217	123.222	0.13	BAY16	123.248	123.266	0.13
BAY17	123.22	123.226	0.13	BAY17	123.255	123.215	0.13
BAY18	123.232	123.246	0.13	BAY18	123.205	123.216	0.13
BAY19	123.247	123.256	0.13	BAY19	123.207	123.218	0.13
BAY20	123.246	123.257	0.13	BAY20	123.205	123.207	0.13

ATTACHMENT 5 - ANNEX 3

Annexure - A

List of Drawings & Specification

Document number	Description of document	Revision
C131-MMD-A-DDA-B071_2-14102	C272 Works: Triangle Site, Platform Level: Setting Out Plan, Sheet 2 of 5, CC272	P09
C131-MMD-A-DDA-B071_2-14103	C272 Works: Triangle Site, Platform Level: Setting Out Plan, Sheet 3 of 5, CC272	C04
C131-MMD-A-DDA-B071_2-14104	C272 Works: Triangle Site, Platform Level: Setting Out Plan, Sheet 4 of 5, CC272	C04
C131-MMD-A-DDA-B071_2-14105	C272 Works: Triangle Site, Platform Level: Setting Out Plan, Sheet 5 of 5, CC272	C04
C131-MMD-A-DDD-B071_Z-16616	C272 Works: Triangle Site, Platform level: skirting Details, CC272	C01
C131-MMD-A-RSP-B071-50009	C272 Works - LU Platform 15-16 IOS De-scope Paving, Skirting/tactile Architectural Specification	1.0
C272-CAR-C-CCN-B071-50134	SNC - Methodology of installation of GRC covered skirting at platform	1.0

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Section 2, Part 1, Specific Works Information, Appendices

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

**Appendix A – Construction Programme and Programme Change Submission
Template**

**Construction Programme to be supplied by the Contractor for Acceptance in
accordance with the Contract**

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Appendix B – SQE Periodic Report Template

Periodic Supplier SQE Report

Contract/Project:	
Supplier:	
Period no.:	1
Date provided:	

RAW DATA REQUIREMENTS	Unit of measure	Current Period	Notes
Number of employees	No.		
Number of hours worked	No.		
Number of RIDDORS	No.		
Number of Major Injuries	No.		
Number of LTIs (1FTDE)	No.		
Number of Incidents (H,S&E)	No.		
Commercial & Demolition Waste	tonnes		
Commercial & Demolition Waste Recycled	tonnes		
Hazardous (Commercial & Demolition) Waste	tonnes		
Hazardous (Commercial & Demolition) Waste Recycled	tonnes		
% of materials reused on site.	%		
No. of HSE notices/prosecutions	No. received		
Percentage of HSE actions closed	% of total planned actions (arising from supplier led audit, inspection, PGI, etc) closed out by due date.		This is the supplier's monitoring activity - not LU activity
No. of HSE related complaints received	No. received		
Total number of incidents (incl near misses) reported	No. Reported		This is the supplier's monitoring activity - not LU activity
Incident type/location (HS and E)	List accidents occurring, type & location		This is the supplier's monitoring activity - not LU activity
No. of Near Hits (HS and E) Raised	No. Raised (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Unsafe Acts (HS and E) observed	No. Observed (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Unsafe Conditions (HS and E) observed	No. Observed (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Safety/Environmental Inductions conducted	No. Conducted (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Toolbox Talks carried out	No. Conducted (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Safety (Environmental) Inspections conducted	No. Conducted (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Safety (Environmental) PGIs conducted	No. Conducted (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Safety (Environmental) Tours conducted	No. Conducted (in the period)		This is the supplier's monitoring activity - not LU activity
No. of Safety (Environmental) Audits conducted	No. Conducted (in the period)		This is the supplier's monitoring activity - not LU activity
Percentage of Safety (Environmental) Training courses conducted	% vs plan if planned.		This is the supplier's monitoring activity - not LU activity

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Appendix C – QUENSH Menu



Title: Contract QUENSH Conditions
Number: 1-552 (formerly 2-05104-432)
Issue no: A13
Issue date: March 2010

Attachment 1: Menu

Contract QUENSH Conditions

Contract menu

Contract no: 3100 558666
Contract name: Paddington Integrated Project - Final Fit out of H&C Station
Client: London Underground Limited
Supplier: Cleshar Contract Services Limited

Principal Contractor: Yes No





Title: Contract QUENSH Conditions
Number: 1-552 (formerly 2-06104-432)
Issue no: A13
Issue date: March 2010

User guide

Introduction

The menu is a tool which is used by the Client to identify conditions that apply to specific contracts and communicate these conditions to the Supplier.

Menu process

1. The Client evaluates the scope of work and enters 'Y' or 'N' in the 'Identified by the Client' column of the menu against each condition selected as applicable or not applicable to the Contract. In the 'Other documents / comments' column the Client can make references to other documents which are supplementary information which is available although not contained within the QUENSH manual but should be considered by the Supplier when they review the conditions. Copies of any additional documents identified in the menu shall be made available to the Supplier. All documents referenced in the Menu shall be current issue, unless otherwise advised. This column can also be used to communicate information (comments) to the Supplier which may be of use to the Supplier when reviewing the conditions.
2. The Client fills in 'Client menu (Invitation to Tender)' section on the last page of the menu and issues the menu as part of the ITT.
 - (1) The Supplier receives the ITT, evaluates the scope of work and, as a requirement of the tendering process, inserts 'Y' or 'N' in the 'Identified by the Supplier' column of the menu against each condition selected as being applicable. These selections may be different from those identified by the Client. Where the Supplier's selection differs from the Client's selection, a clear explanation of the reason for these differences shall be given by the Supplier. A reference to these explanations shall be put in the 'Reference to explanation' column on the menu.
 - (2) The Supplier representative signs and dates the 'Supplier menu (Tender)' on the last page of the menu and submits it with the tender, for consideration by the Client.
 - (3) Differences in the Client and Supplier menu selections will be discussed and resolved with the Client at subsequent tender review meetings. The agreed final version of the menu selections shall form a mandatory part of the Contract and shall be complied with by all Suppliers and their sub-contractors.
 - (4) The menu shall be subject to project version and document control.

Queries regarding the menu

Any queries in relation to the Contract QUENSH Conditions selected on the menu are to be referred to the Client representative, see contact details/address on last page of the menu.



This: Contract QUENSH Conditions
 Number: 1-SSZ (formerly 2-05104-432)
 Issue no: A13
 Issue date: March 2010

Contract menu
Requirements in QUENSH

Applicable requirements identified by Client		Other documents / Comments	Identified by Supplier	
Y / N	Section		Y / N	Reference to explanation
Y	4	Agreement of the applicable QUENSH contract conditions		
Y	5	Supplier's selection of sub-contractors	Y	
Y	6	Identification of Safety Critical Activities	Y	see comment sheet
Y	7	Works Environmental Management	Y	
N	8	Emergency Plan	N	see comments sheet
Y	9	Health, Safety and Environment File	Y	see comments sheet
Y	10	Pre-start health, safety and environment meeting	Y	
Y	11	Supplier's site induction	Y	
Y	12	Site Person in Charge	Y	
	13	Staff requirements	Y	
	13.1	Behaviours		
Y	13.1.1	Alcohol and drugs	Y	see comments sheet
Y	13.1.2	Control of hours worked	Y	
	13.2	Knowledge		
Y	13.2.1	English language	Y	
Y	13.2.2	Access Card and Worksite Briefing	Y	
Y	13.2.3	Visitors to sites	Y	
	13.3	General competence		
Y	13.3.1	General competence requirement	Y	
Y	13.3.2	Evidencing competence of safety critical staff	Y	
Y	13.3.3	Identification of safety critical staff	Y	
Y	13.3.4	Competent external safety critical personnel	Y	

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File ref.: 1-SSZ A13.doc

Title: Contract QUENSH Conditions
 Number: 1-552 (formerly 2-05104-432)
 Issue no: A13
 Issue date: March 2010

Applicable requirements identified by Client		Identified by Supplier
Y/N	Section Topic	Y/N Reference to explanation
Y	13.3.5 Training	Y
Y	13.3.6 Asset specific competence	Y
Y	13.4 Medical requirements	Y
	14 Permits and licences	
Y	14.1 LU specific permits and licences	Y
Y	14.2 Permits, licences and certificates for Supplier's staff	Y
	15 The Principles of Access	
	15.1 Introduction	
Y	15.2 Access to Stations	Y
Y	15.3 Access to Track	Y
N	15.4 Access to depots	N
	16 Applying for Planned Access	
Y	16.1 Introduction	Y
Y	16.2 Private Finance Initiative Suppliers and Third parties	Y
N	16.3 Suppliers contracting with a PPP Supplier	N
N	17 Applying for Generic Access	N
N	17.1 Constraints that apply to Generic Access	N
N	18 Access for fault repair	N
Y	19 Operational Assurance	Y
	20 Closures and possessions	
Y	20.1 Requirements for closures	Y
Y	20.2 Requirements for possessions	Y
Y	21 Controls at point of access	Y
Y	21.1 Publication of works	Y
Y	21.2 Checks at point of access	Y
Y	21.3 Signing on with the Station Supervisor - The Station Visitors Record Sheet and Person in Charge Evacuation Register (PICER)	Y
Y	21.4 Track specific requirements	Y
Y	21.4.1 Protection Master	Y
Y	21.4.2 Possessions (Possession Master, Technical Officer, Cable	Y

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File ref.: 1-552 A13.doc

Title: Contract QUENSH Conditions
 Number: 1-552 (formerly 2-05104-432)
 Issue no: A13
 Issue date: March 2010

Applicable requirements identified by Client		Other documents / Comments	Identified by Supplier	
Y / N	Topic		Y / N	Reference to explanation
Y	22	Lineman, Signal Operator, etc.)	Y	
Y	23	Removal of supplier's personnel from LU Premises	Y	
Y	24	Incidents	Y	
Y	25	Notification of regulatory concern or action	Y	
Y	26	Confidential Incident Reporting and Analysis System (CIRAS)	Y	
Y	26.1	Monitoring		
Y	26.2	LU inspections	Y	
Y	26.3	Monitoring the supply chain	Y	
Y	26.4	Health, safety and environmental audits, inspection and tours by the Supplier's personnel	Y	
Y	26.5	Work location inspection and audit	Y	
Y	27	Timescales for rectifying non-compliances	Y	
Y	28	Radio transmitters and transceivers	Y	
Y	29	Mobile phones	Y	
Y	30	Site health, safety and environment committee	Y	LU as Principal Contractor will chair this committee if required. The supplier will be expected to actively participate
Y	31	Site housekeeping and security	Y	
Y	32	Accidental damage, obstruction or interference with assets	Y	
Y	33	Delivery of materials	Y	
Y	33.1	Conveyance of loads		
Y	33.2	Conveyance of loads on lifts and escalators	Y	
Y	34	Conveyance of hazardous materials and substances	Y	
Y	35	Asbestos (non asbestos removal projects)	Y	
Y	36	Working in or near lifts and escalators	Y	
Y	37	Work on or adjacent to utilities and High Voltage cables (buried services)	Y	
Y	38	Working on or about the track	Y	
Y	38	Access to electrical sub-stations, working equipment, relay and other secure rooms	Y	

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File ref.: 1-552 A13.doc

Title: Contract QUEENSH Conditions
 Number: 1-552 (formerly 2-05/04-432)
 Issue no: A13
 Issue date: March 2010

Applicable requirements identified by Client		Identified by Supplier
Y / N	Section	Y / N
Topic		Reference to explanation
N	39	N
	40	
	40.1	
Y	40.2	Y
Y	40.3	Y
Y	40.4	Y
Y	40.5	Y
Y	40.6	Y
Y	40.6.1	
Y	40.6.2	Y
Y	40.7	Y
Y	40.7.1	Y
Y	40.7.2	Y
	41	
Y	41.1	Y
Y	41.2	Y
Y	41.3	Y
Y	41.3.1	Y
Y	41.3.2	Y
N	41.3.3	Y
	42	
Y	42.1	N
N	42.2	Y
Y	42.3	N
Y	42.4	Y
Y	43	Y
Y	44	Y
Y	45	Y
Y	46	Y
Y	47	Y

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File ref.: 1-552 A13.doc

Title: Contract QUENSH Conditions
 Number: 1-552 (formerly 2-05104-432)
 Issue no: A13
 Issue date: March 2010

Applicable requirements identified by Client		Other documents / Comments	Identified by Supplier	
Y / N	Section Topic		Y / N	Reference to explanation
Y	48 Temporary lighting and power supplies		Y	
Y	48.1 General requirements		Y	
N	48.2 Lighting in tunnels and shafts		N	
Y	49 Screening of lights and positioning		Y	
	Environmental requirements			
Y	50 General environmental requirements		Y	
Y	51 Environmental nuisance		Y	
Y	52 Water		Y	
Y	53 Waste management		Y	
Y	54 Noise and vibration		Y	
Y	55 Archaeology, historical interest and listed buildings		Y	
N	56 Wildlife and Habitats		N	
Y	57 Resource Use		Y	
Y	58 Pest control		Y	
Y	59 Land and water pollution prevention		Y	
	Quality requirements			
Y	60 Records		Y	
Y	60.1 Retention period		Y	
Y	60.2 Availability of records for inspection		Y	
Y	61 Statistical process control, audit and inspection procedures		Y	
Y	62 General quality requirements		Y	see comments sheet
Y	63 Quality Plan		Y	
Y	64 Testing and inspection		Y	see comments sheet
Y	65 Certification of conformity		Y	see comments sheet
Y	66 Quarantine		Y	see comments sheet
Y	67 Traceability		Y	see comments sheet
N	68 Maintenance and servicing		N	
Y	69 Design		Y	
Y	70 Computer aided design		Y	
Y	71 Asset commissioning and handover		Y	

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File ref.: 1-552 A13.doc

Title: Contract QUEENSH Conditions
Number: 1-552 (formerly 2-05 104-432)
Issue no: A13
Issue date: March 2010

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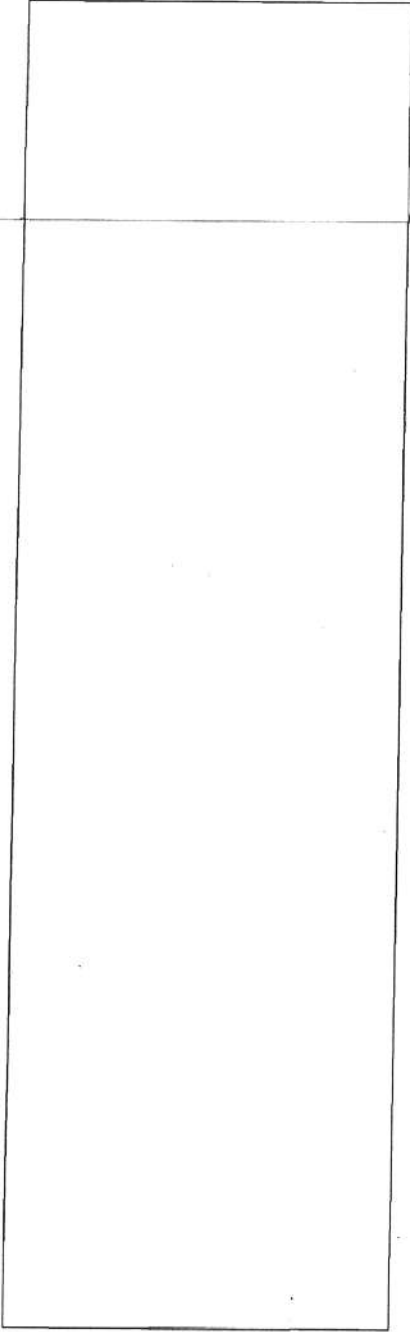
File ref.: 1-552 A13.doc



Title: Contract QUENSH Conditions
Number: 1-552 (formerly 2-05104-432)
Issue no: A13
Issue date: March 2010



Other requirements / comments



Attachment 1
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File ref.: 1-552 A13.doc

QUENSH 13 Menu - Comments**Contract: Paddington Integrated Project – Final Fit Out**

Ref	Client	CCS		Comment	Agreed
6	Y	Y	Safety Critical Activities	Protection Master (EH) will be required for Cleshar works on or near the track as identified in Tender Submission. Scope of any additional Safety Critical needs to be agreed and costed, as required.	
8	N	N	Emergency Plan	Cleshar will comply with the Emergency Preparedness Plan by the Principal Contractor	
9	Y	Y	Health, Safety and Environment File	Cleshar will comply with the requirements of the CDM Regulations to provide information to the Principal Contractor and CDMC for inclusion in the H&S File.	
13.1.1	Y	Y	Drugs & Alcohol Testing	LU have required 1-5 for all operatives.	
61	Y	Y	Statistical Process Control	Scope and extent to be agreed between parties. Based on Cleshar ITP/Checklists	
63	Y	Y	Quality Plan	Cleshar utilise a Project Plan as part of our Integrated Management System	
64	Y	Y	Testing and Inspection	As item 61 above	
65	Y	Y	Certificate of Conformity	As item 61 above	
67	Y	Y	Traceability	As item 61 above	

15/11/12 - G Stickler

13.1.1 Updated - 04/01/13 – G Stickler



Tender Contract QUENSH Conditions
Number: 1-552 (formerly 2-06104-432)
Issue no: A13
Issue date: March 2010

Client/Supplier approval

Client Menu (Invitation to Tender)

Prepared by: Jane Halls Signature:

Approved by
(the Client's
representative): Ashraf Hussain Signature:

Title: Project Manager

Address: Room 3.03 Block A Macmillan House, Paddington Station, London W2 1PT

Phone No:

Email: Ashraf.Hussain@

Revision of this menu: _____

Supplier Menu (Tender)

Approved by
(the Supplier's): G. STICKLER Signature:

Title: HSDE MANAGER

Address: HARTMAN PARK HOUSE NORTH CIRCULAR RD NW10 7NN

Phone No:

Email: Geoff.Stickler@

Revision of this menu: Tender with amendment sheet

Contract Menu (Final Approval of Menu)

Evidence shall be recorded of any amendments to the Client's menu which were agreed in establishing the Contract Menu.

Client's
representative
approval: A. HUSSAIN Signature:

Supplier's
representative
acceptance: G. STICKLER Signature:
comments sheet updated 4/1/13





Paddington H & C Premises & Paving Works

Appendix D – Mandatory Asset Information Deliverable (MAID)

Item	Reference	Description	Date
1		FFO MAID Premises Rev 01	
2		Mandatory Asset Information Deliverables (MAID) Guidance Note	
3	LU-PD-10866	Mandatory Asset Information Deliverables (Stages 2-5)	April 2010

Mandatory Asset Information Deliverables (MAID) Guidance Note

How to use and populate the MAID Template

The MAID Template is designed to:

1. Enable a project to produce a listing of the specific Asset Information that will be created that can be used to manage the assets throughout their lifecycle
2. Act as a working plan to monitor the development and delivery of this Asset Information
3. Control the document review and signoff process

Explanation of the Spreadsheet columns...

PMF Product Description Reference Numbers

Reference Numbers in Columns E and F refer to the PMF Product Descriptions.

Content

The Information to be collated in the MAID is defined in columns F & G.

Hovering over the information description with the cursor, will where appropriate:

- Display a "comment" box providing a definition of the required information. This definition may be edited by the project to help describe the information that has been collated. If a comment box is not available in the template, projects may add their own comment boxes.
- Where the cursor changes to a hand then clicking will open the PMF Product Description or Guidance Note.

The Additional Information section, at the bottom of the template, is to allow for adding specific documents that do not fit into the Content descriptions listed. The text <Document Type Name?> must be replaced with a description of the specific document.

Plan to Produce

This column is a Yes or No question as to whether the particular content is going to be produced by the project. Please note that where information is mandatory, this column can not be edited and a comment box is displayed.

Note: Clicking the checkbox "Show Plan to Produce only" will display only the content rows that have the Plan to Produce column set to Yes.

Scheduled Delivery Date

As it says...

Actual Delivery Date

As it says...

Document Title

This is an optional field to describe the specific document. If this column contains the text "See GMP for document link", then please refer to the Gate Management Plan, as the intention is that the MAID shall contain asset specific documents and project specific documents, (i.e. one document is produced per project covering all assets) are contained in the GMP.

Document Reference

This is an optional field where the Document Reference of the document can be entered.

Issue / Version Number

This is an optional field where the Issue or Version number of the document can be entered.

Link to Document

Column to contain the livelink link to:

- a specific document,
- a folder containing documents, or
- a compound document containing documents

Where a document is required to be formally approved, each link shall be to a specific document, i.e. one row per document. Where information such as photographs that do not need an explicit approval, then it may be simpler to link to a folder.

Note 1: When multiple documents exist for a description, eg. As Built Drawings, additional rows can be added by doing a "Copy" of a complete row and then doing an "Insert Copied Cells".

Note 2: When adding Drawings to the MAID Template, if you have a Drawing Register document that contains links to all the drawings already then you can just add the link to the Drawing Register instead of adding links to all the Drawings.

H&S File Information

The template is pre populated with a Yes or "blank" to specify whether the document is considered to be the Health and Safety file information. If additional information is added consideration needs to be given as to whether this is also Health and safety information and if so, the "Y" should be added.

Note: Clicking the checkbox "Show H&S File Information only" will display only the content rows that make up the requirements for the Health and Safety File.

Comments/Notes (Multiple Columns)

The Comments/Notes columns are for maintaining a dialog during the document acceptance process. Additional columns may be added if required.



Mandatory Asset Information Deliverables – MAID (Stages 2-5)

Purpose

To identify and capture the information needed to safely operate and manage assets affected by the project.

This information includes health and safety file information required for compliance with the Construction (Design and Management) Regulations as well as other information required by CMO to maintain the asset and other Core Asset Information (CAI) that LU wishes to retain.

This product is used to support compliance with the Construction (Design and Management) Regulations.

Applicability

The requirement for this product is driven, in part, by the Construction (Design and Management) Regulations 2007.

This product must be produced for all railway projects that introduce new assets or alter existing assets (regardless of the CDM status of the project).

Templates

- [LU-F-10709 Mandatory Asset Information Deliverables Template](#) (includes Guidance Note)

Contents

- Content is defined by the template

Quality criteria

Planning

- The Project Manager must obtain the latest health and safety file information for the location(s) where the project is to take place and check whether the information needs to be updated as a result of the works.
- The Project Engineer and the Project Manager must, in liaison with the Maintenance Representative and the SQE Adviser, review the MAID template and identify, for each asset group:
 - Those items, on each asset specific list, that will be produced by the project
 - Whether the Project will produce additional information not already identified in the MAID,
- The project must engage with the Maintenance Representative and SQE Adviser, as early as practicable, to ensure that the contents of the MAID satisfy their requirements

MANDATORY ASSET INFORMATION DELIVERABLES – MAID (STAGES 2- 5) PROJECT MANAGEMENT FRAMEWORK

Collation

- Collation of information to populate the template must begin as soon as surveys have been undertaken or design work has started. The collation of information must thereafter be an ongoing activity. Refer to the "User Guide" worksheet in the MAID Template for guidance on how to populate and use the MAID.
- Designers, principal contractors, and contractors are required by the Construction (Design and Management) Regulations to provide the health and safety information needed to compile the MAID
- The MAID is the single tool to be used for recording review comments and recording when a document is approved in its final version.
- Interim health and safety file information may have to be provided to other parties depending on the nature of the project and interfaces with other projects / maintenance activities. The information must be updated and/or interim information produced as necessary. Contractors and designers must supply information on an interim basis to allow this. The procedure to manage interim health and safety file information is contained in the [Health, Safety & Environment Pre-Construction Information](#).

Storage

- Following the sign off, the MAID must be uploaded into the Core Asset Information Repository. Refer to the "Transfer to CAI" worksheet in the MAID Template for guidance on how to transfer the MAID documentation into the CAI Repository.

Document Management

Mandatory Asset Information Deliverables – MAIDs must be filed in **11.01 Handover & Acceptance** in accordance with the standard [Projects Document Filing Structure](#).

Roles and responsibilities

Responsible	Accountable	Consult	Inform
(Responsible for producing all or part of quality product)	(Accountable for ensuring timely delivery of quality product)	(Must be consulted when product is being produced)	(A copy of the signed-off product must be sent to)
Project Engineer *	Project Manager	Maintenance Representative SQE Adviser Stakeholders	Core Asset Information Manager

* The people fulfilling these roles must be [accredited](#) to do so for this project in line with the [Engineering Accreditation Matrices](#) and the [Engineering Governance Framework](#). The need for accreditation only relates to final approval of the product, not the preparation.

**MANDATORY ASSET INFORMATION
DELIVERABLES – MAID (STAGES 2-
5)
PROJECT MANAGEMENT FRAMEWORK**

Feedback

If you have any queries, feedback or improvement suggestions about this Product Description then please contact the Project Management Framework team.

DOCUMENT HISTORY

Revision	Date	Reason for change	Author	Implementation criteria*
A1	31/03/2010	Issued for use	PMCoE	High Risk

(Refer to CMS Team for details of earlier changes)

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Appendix E – Contract Risk Register

RISK CLASSIFICATION			RISK DESCRIPTION			RISK ASSESSMENT				RISK RESPONSE					Comments	
Risk ID	Risk Ownership	Risk / Opportunity	Risk Description	Cause	Impact	Achievements To Date	Current Exposure			Action Plan			Post-Mit Exposure			
						Actions	Likelihood Rating	Impact Rating	Risk Exposure	Planned Mitigation Actions	Action Owner	Action Due Date	Likelihood Rating	Impact Rating		Risk Exposure
1	Employer	Risk	Inability to handover scheme elements to LU Operations and / or maintenance	Late change or identification of requirements.	Change of scope. Delay to programme/completion. Additional works or rework.											
2	Contractor	Risk	Inability to handover scheme elements to LU Operations and / or maintenance	Works not complete or not to required standard. Incomplete documentation	Delay to programme/completion. Rework or revision of documentation at Contractor's cost											
3	Employer	Risk	Frustrated access to site	Incorrect booking of access by the Employer or other LUL works taking precedence	Delay to programme. Abortive costs.											
4	Contractor	Risk	Frustrated access to site	Contractor personnel or subcontractors not having correct permits/licences/PPE. Contractor fails to provide correct information to the Employer when booking access.	Delay to programme. Abortive costs.											
5	Contractor	Risk	Change of Project staff	Personnel leaving company or being transferred to another project.	Delay to programme. Poor Quality of work. Work slowdown.											
6	Employer	Risk	Disruption caused by other contractors working adjacent to site e.g. CRL, NR, Paddington Central	Unplanned/unscheduled works.	Delay to programme. Abortive costs.											
7	Employer	Risk	Disruption caused by other contractors working in the same site e.g. other FFO Contractors, PFIs	Unplanned/unscheduled works. Planned work not up to standard and requires rework/change to design	Delay to programme. Additional works. Abortive costs.											
8	Contractor	Risk	Delay in obtaining approval for documentation including design, Method Statements, assurance etc.	Information missing or not to the required quality.	Revision to documentation at Contractor's cost.											
9	Employer	Risk	Delay in obtaining approval for documentation including design, Method Statements, assurance etc.	Employer fails to review documentation within contractual timescales.	Delay to programme/completion. Additional costs.											
10	Employer	Risk	Disruption Caused by Paddington Central Estate Management Team Operation or Objections	Estate management team changes a decision previously made regarding working/access arrangements.	Change to working arrangements, including access and traffic management. Delay to programme. Additional costs.											
11	Employer	Risk	As built Interim Operational Scheme varies from contract drawings	Design submitted in tender package is superseded by a change to IOS construction works.	Delay to programme. Additional design/works required. Additional costs.											
12	Contractor	Risk	Disruption is caused by the Contractor to other contractors working in or adjacent to the site.	Contractor does not plan works adequately. Contractor fails to inform the Principal Contractor (LUL) of planned works. Contractor fails to complete works or works are not to required standard.	Delay to other contractors and overall programme. Damage to working relationships. Penalties/damages levied by others.											
13	Employer / Contractor (Shared)	Opportunity	Station closures and/or extended engineering hours are secured.	Contractor identifies opportunities and justifies potential of closures/extended engineering hours and Employer secures. Employer identifies opportunities to Piggyback on other closures and informs the Contractor.	Cost and programme reductions.											
14																
15																
16																
17																
18																



Paddington H & C Premises & Paving Works

Appendix F – PMF Deliverables and Templates

A) PMF Deliverables (attached); Electrical Contractor PMF Deliverables

B) PMF Templates and Descriptions (See CD 1)

Item	Reference	Description	Date
1	PD-10799	Concessions Request (Stages 2 – 5)	March 2011
2	F-10847	Concession Request Template	20/07/12
3		ARM / Risk Register	See Appendix E
4	PD-10821	Issues Register (Stages 1 – 6)	March 2010
5	F- 10652	Issues Register Template	
6	PD-10698	Operational Assurance Notification (OAN) (1-538) (Stage 2-5)	March 2010
7	PD-10747	Verification & Validation Plan (Stages 2 – 4)	March 2010
8	PD-10806	Verification & Validation Report (Stages 4-5)	March 2010
9	PD-10741	EMC Technical File (Stages 2 – 5)	March 2010
10	F-10687	EMC Technical File Template	Undated
11	PD-10648	Power Loading Application (Stages 2-5)	May 2011
12	PD-10721	Site Survey (Stages 1-5)	March 2010
13	F-10712	Survey Reporting Form	
14	PD-1074-	Safe Load Assessment (Stage 2-4)	July 2012
15	F-10669	Safe Load Assessment AIP Template	Undated
16	F-10667	Safe Load Assessment Report Template	Unndated
17	PD-10795	Cutting, Drilling & Fixing Assessment (Stages	March 2012



Paddington H & C Premises & Paving Works

		3-5)	
18	F-10571	Record for cutting, grinding, drilling, fixing to and supporting from existing structures	July 2010
19	PD-10725	Track Clearance Approval (Stages 3-4)	February 2011
20	F-21045	Track Clearance Approval Template	
21	PD-10642	Conceptual Design Statement (CDS) (1-538) (Stage 3)	March 2012
22	F-10382	Template: Conceptual Design Statement – Civils & Premises	Undated
23	PD-10677	Design Check Certificates (1-538) (Stage 4)	March 2012
24	PD-10689	Bb224 Fire Compliance Submission (Stages 3 -5)	March 2010
25	PD-10859	Asset Register Change Submission (Stages 4-5)	July 2012
26		Asset Schedule List - Electrical	Undated
27	PD - 10637	Snagging Register / Defects (Stages 5 -6)	March 2012
28		Snagging Register Template: Snagg / Defects Log	Undated
29		Mandatory Asset Information Deliverables (MAID)	See Appendix D
30	PD-10643	Safe System of Work (Stages 2 – 5)	March 2010
31	F-10739	Safe System of Work Template	
32	F-10721	Task Briefing Sheet	
33	F-1026	Manual Handling Risk Assessment Form	June 2012

Product Number	Product Name			Comments
		Contractor	LU	
10799	Concessions Request	Yes	Yes	Contractor to produce and LUL to process
10615	ARM / Risk Register	Yes	Yes	Contractor to update risk register on a four-weekly basis
10821	Issues Register	Yes	Yes	
10698	Operational Assurance Notification (OAN) (1-538)	Yes	Yes	
10747	Verification & Validation Plan	No	Yes	LU to produce prior to contract award
10806	Verification & Validation Report	Yes	No	Contractor to produce in response to LU's V&V Plan
10741	EMC Technical File	Yes	No	This will be an extension to the IOS C272 EMC Technical File. This existing file will be made available to the contractor, for them to add relevant information to it.
10721	Site Survey	Yes	Yes	
10740	Safe Load Assessment	Yes	No	Contractor to produce where required
10795	Cutting, Drilling & Fixing Assessment	Yes	No	
10725	Track Clearance Approval	Yes	No	
10642	Conceptual Design Statement (CDS) (1-538)	Yes	No	Contractor to produce for temporary works
10677	Design Check Certificates (1-538)	Yes	No	Contractor to produce for temporary works
10689	Bb224 Fire Compliance Submission	Yes	Yes	Contractor produces and LUL processes
10859	Asset Register Change Submission	Yes	Yes	Contractor to supply info to LUL. LUL to supply table
10637	Snagging Register	Yes	Yes	
10866	Mandatory Asset Information Deliverables (MAID)	Yes	Yes	Contractor supplies LU with required information to assist LU to populate the MAID
10643	Safe System of Work	Yes	Yes	

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Appendix G – Frustrated Access Procedure and Form

FRUSTRATED ACCESS FORM - STATIONS



TO BE SUBMITTED TO THE PROJECT MANAGER BY MIDDAY OF THE FOLLOWING DAY

STATION LOCATION		CONTRACT REF		SUBMITTING CONTRACTOR	
NIGHT OF / MORNING OF		MONTH / YEAR		ACCESS TYPE (TICK AS APPROPRIATE)	
/				STATION <input type="checkbox"/>	TRACK <input type="checkbox"/>
STATION SABRE REF. NO		TRACK SABRE REF. NO		FAULT REF. NO	
DESCRIPTION OF WORK				TRACK CURRENT SECTIONS BOOKED OUT	
TIME BOOKED ON STATION		TIME BOOKED ON WITH TAC		CALL BACK TIME GIVEN BY TAC	
:		:		:	
WORK SCHEDULE					
INTENDED START TIME		:		INTENDED FINISH TIME	
				:	
ACTUAL START TIME		:		ACTUAL FINISH TIME	
				:	
TOTAL TIME LOST		:		TICK BOX IF ENTIRE SHIFT WAS LOST <input type="checkbox"/>	
CAUSE OF DELAY					
CLASH WITH OTHER WORKS <input type="checkbox"/>		SABRE ISSUE <input type="checkbox"/>		LATE / EARLY CURRENT <input type="checkbox"/>	
				TAC <input type="checkbox"/>	
LUL OPERATIONAL ISSUE <input type="checkbox"/>		LUL STAFF REFUSAL <input type="checkbox"/>		METRONET ISSUE <input type="checkbox"/>	
MRBCV (INTERNAL ISSUE) <input type="checkbox"/>		PROTECTION MASTER ISSUE <input type="checkbox"/>			
OTHER <input type="checkbox"/> (PLEASE SPECIFY)					
WHO PREVENTED YOU FROM WORKING?					
TITLE / ORG:		NAME:		TEL:	
PLEASE DESCRIBE THE INCIDENT. WORK ACTIVITIES AND AREAS AFFECTED IN AS MUCH DETAIL AS POSSIBLE					
DETAILS OF THE CONTRACTOR'S REPRESENTATIVE COMPLETING THIS FORM (PLEASE PRINT)					
NAME:		CONTACT DETAILS:		COMPANY:	
				SIGNED.....	
COUNTERSIGNATURES					
LUL STATION STAFF		NAME		SIGNED.....	
PROJECT MANAGER'S REPRESENTATIVE		NAME		SIGNED.....	
		POSITION			

Note the Project Manager's Representative's countersignature is a condition precedent for any Frustrated Access to be considered as a Compensation Event. The Project Manager's Representative by countersigning is agreeing both to the admission that Frustrated Access occurred, and that the periods stated hereon were in fact the periods of delay encountered.

FRUSTRATED ACCESS PROCEDURE

Introduction

This document sets out the procedure by which Frustrated Access events are recorded and notified by the Contractor. (The Frustrated Access Procedure)

The Contractor shall read this document in conjunction with the general requirements within the Works Information.

The Frustrated Access Procedure and the associated Frustrated Access Forms are to be used by the Contractor in the recording and notification of all Frustrated Access events. The following of the Frustrated Access Procedure, and associated completed and counter-signed Frustrated Access Forms are a condition precedent for the consideration of Frustrated Access as a Compensation Event. For the avoidance of doubt, the existence of countersigned Frustrated Access Forms completed in accordance with the Frustrated Access Procedure is not in itself guarantee of, or demonstration of the validity of, a Compensation Event.

Access Delay: In relation to Track Access (including where such access affects Stations Works, particularly on platforms) where the time at which the current relating to a particular track section was switched off in excess of 15 minutes after the Published Current Off Time as provided in the Appendices to the Specific Works Information, or if later the Amended Time or

In relation to Station Access, access during Engineering Hours is delayed for a period in excess of 15 Minutes at the commencement of such access.

Available Engineering Hours: Means the period 15 minutes after Current Off and 30 minutes before the Current On Times relating to a particular track section, as times provided in the Appendices to the Specific Works Information

Call Back Delay: In the case of Track Access only (including where such access affects Stations Works, particularly on platforms) where the time at which the current relating to a particular track section was switched on earlier than 30 minutes before the published Current On Time as included in the Appendices to the Specific Works Information

Closure: means a Major Closure, or Minor Closure, where the site is made available for Occupation to the Contractor over and above regular Engineering Hours

Engineering Hours: means

In relation to Stations, the period of time scheduled for the relevant Station to be closed on the relevant day in accordance with the Station opening times included in the Appendices to the Specific Works Information.

In relation to a particular Traction Current Section as the period between the published Current Off and Current On times included in the Appendices to the Specific Works Information.

Extended Engineering Hours:

means hours of Occupation for a given shift additional to the regular Engineering Hours granted to the Contractor for specific areas as notified to him, not a Closure

Frustrated Access:

means cancelled or delayed access meeting the parameters of Frustrated Access as defined elsewhere

LUL Delay:

means a cancellation, delay or restriction to an agreed access or delay or disruption to the works caused by LUL, Infracos, PFI Contractors, Third Party Contractors or their representative contractors.

Frustrated Access

In general terms Frustrated Access events can be summarised into four broad categories:-

- A reduction in Available Engineering Hours
- Access being unreasonably refused by Station or Depot Staff
- Access being unreasonably refused by the Track Access Controller
- Cancellation or delay to a Minor Closure

These events, either individually, or in combination may impact on parts, or the entirety of a shift.

The Contractor may submit a Notification of Compensation Event in relation to Frustrated Access. The Frustrated Access will NOT be a Compensation Event unless the following conditions have all been met in full:-

- A least one of Access Delay, Call-Back Delay, LUL Delay can be evidenced to have taken place, and
- The Frustrated Access Procedure has been followed in full, and
- The Frustrated Access Form has been completed and submitted to the Project Manager by midday of the day immediately following the affected night-shift, and

- The Frustrated Access Form is counter-signed by the Project Manager's representative on site to verify / confirm the event took place and the quantum of any delay, and
- The Contractor demonstrates that he undertook reasonable mitigation measures to deploy / divert resource in accordance with the requirements of the Works Information, and
- The Contractor has done everything that he is required to do by the Works Information to utilise the planned access, and
- The Contractor had identified the required access in the project schedule, and
- The Contractor can demonstrate with supporting documentation that the element of the works planned for the affected shift was unable to be completed.

In the event of Frustrated Access and the above conditions all having been met, then the Compensation Events shall be valued / assessed on the basis of the period of delay in minutes expressed as a proportion against the Available Engineering Hours applied to the cost of the resources utilised on the shift.

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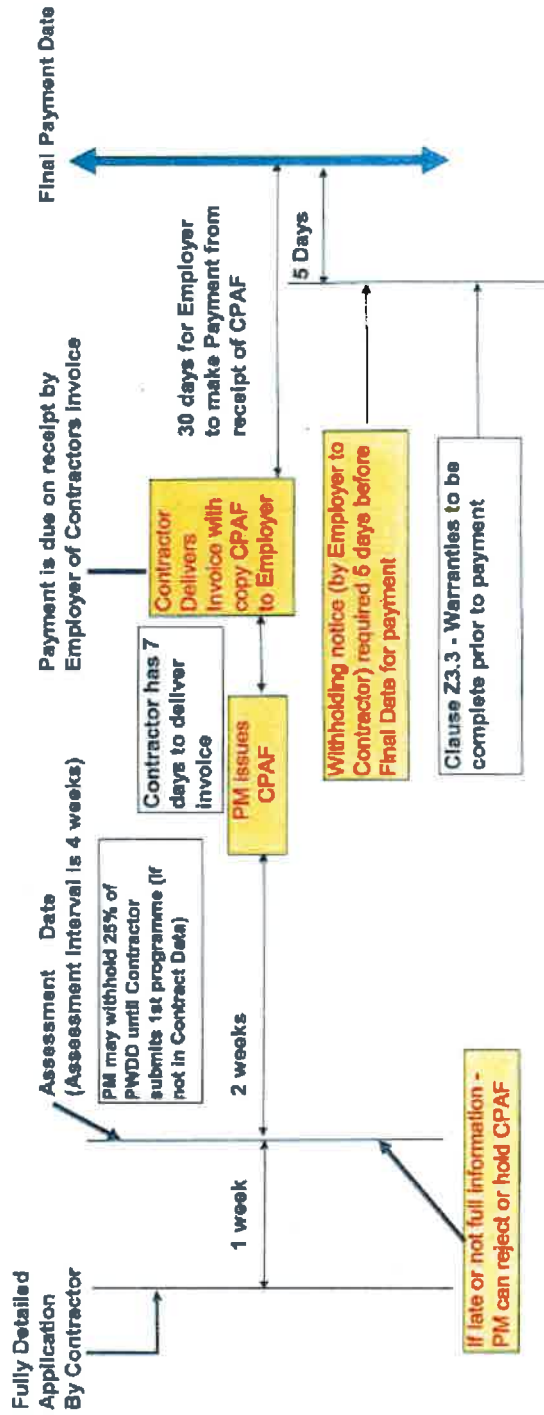
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Appendix H – Payment Flow Diagram

PAYMENT FLOW CHART: NEC 3 OPTION A & SHORT FORM



Note: CPAF = Contractor's Payment Application Form

Maximum period is 51 days from submission of application by Contractor
Depending on how quickly Contractor delivers Invoice - minimum period is 44 days



Paddington H & C Premises & Paving Works

Appendix I – Accessing the Management System Library

As per attached CD – 1, Listed below

Item	Reference	Description	Date
1	G1138	Guidance Document: Accessing the Management System Library	19/09/2011



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Appendix J – Traffic Management Plan

As per attached CD – 1, Listed below

Item	Reference	Description	Date
1	PIP-TMP-001	Carillion Infrastructure Traffic Management Plan For the C272 Paddington Integration Project (PIP) Phase 2	14/12/10
2	PIP-1140-PLN-008	Traffic Management Plan Final Fit Out	21/09/12

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Appendix K – Access Plan

PIP - FFO - FIRST DRAFT ACCESS PLAN

Area	Access Headings	Notes
GENERAL	Project Title	Paddington Integrated Project - FFO Works
	SAP MPD No.	UIP1140
	Sponsor	Jenny Hamilton
	Programme Manager	David Caw
	Project Manager	Ashraf Hussain
WORK DESCRIPTION AND PHASING	Overall description of works scope	Final Fit Works to New Station on completion of Station Box Structure
	Phase 1	
	Phase 2	
	Phase 3	
	Phase 4	
	Phase 5	
GEOGRAPHICAL LOCATION OF WORKS	Line(s)	Hammersmith & City Line
	Station(s)	Paddington (H&C Line)
	Track Section From	Paddington Station H&C Line Platform TOR East Bound
	Track Section To	Paddington Station H&C Line Platform TOR West Bound
	LCS Ref From	M171
	LCS Ref To	M171
	Overview of Access requirements	Majority of the works are behind hoarding therefore in Traffic Hours with Occasional Engineering hour works
NR INTERFACE	Are works adjacent to NR assets	No
	Will access be required to NR assets	No
	Timing of these works	Majority of the works are behind hoarding therefore in Traffic Hours with Occasional Engineering hour works
CLOSURES	Closures Required?	No
	Major or Minor?	No
	Number 52hr Closures	No
	Number 27hr Closures	No
	Closures From (Date)	N/A
	Closures To (Date)	N/A
	Closure Limits From	N/A
	Closure Limits To	N/A
	Extended Eng Hrs Required?	N/A
	Ticket Office Closures Required?	N/A
	Platform Closures Required?	N/A
	Cross Passage Closures Required?	N/A
	Lifts out of service?	N/A
	Escalators out of service?	N/A
Closure Notes	N/A	
WORK PATTERN	Total Access Requirements dates from/to	Dec 2012 to Jun 2013
	Phase 1	
	Phase 2	
	Phase 3	
	Phase 4	
	Phase 5	
	Number worksites/week	TBC
	Number of nights/week	TBC
	Works Pattern - Mon	TBC
	Works Pattern - Tues	TBC
	Works Pattern - Wed	TBC
	Works Pattern - Thur	TBC
	Works Pattern - Fri	TBC
	Works Pattern - Sat	TBC
	Works Pattern - Sun	TBC
	Exclusive Access Required?	N/A
	Exclusive Access from/to	N/A
	Number nights/week Exclusive	N/A
	Exclusive Access Comments/Notes	N/A
ENGINEERING TRAINS	Trains Required?	No
	Trains From (Date)	No
	Trains To (Date)	No
	Number Trains/week	No
	Train Comments/Notes	No
ACCESS REQUIRED AND SABRE DETAILS	Booking Access	To be Undertaken by Contractor
	Protection Resources	Minimal work adjacent to live rail - To be Undertaken by Contractor
	Wheels Free Access Required?	Minimal work adjacent to live rail - To be Undertaken by Contractor
	Traction Power Off?	TBC
	Platform Working?	Minimal amount of work on platform
	Scaffold on Tracks?	Not envisaged
	Train Movements Permissible?	Normal conditions
	Limitations on Eng Train Movements	Normal conditions
	Track Plant in Use?	Not envisaged
	Plant Notes use of RRVs etc.	Not envisaged
	Asbestos Works?	No
	Asbestos Notes	Reports completed
LCH	LCH Allocation to project	LU Delivered Project



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Appendix L – Reporting and Minutes List

The following schedules summarise the regular meetings and reporting requirements set out in the Works Information. In case of discrepancies, the Works Information shall prevail. The schedules are intended for information and ease of reference only.

Schedule of Meetings

Meetings	When	Frequency	Comments
Co-ordination & Progress review	TBA	Weekly	WI810.2
Contract Progress & Commercial	WK 4 – Day TBA	Four weekly	WI810.3 (1)
Design / Installation Meeting	As and when necessary.	As and when necessary.	WI810.3 (2)
Health & Safety Committee Meetings	TBA	Four weekly	Construction Phase Plan 6.2
CIAR meeting	TBA	Weekly	WI525.1

Schedule of Reports

Report	When	Frequency	Comments
HS KPI	Tuesday WK1	4-weekly	WI1115.3 (6)
Waste Report	Tuesday WK1	4-weekly	WI1135
Period Report	Wednesday WK4	4-weekly	WI815.2
Site reports (onsite)	Daily	Daily	WI815.3
Updated programme	Wednesday WK4	4-weekly	WI530.1
CIAR	Monday	Weekly	WI525.1
3-week look ahead	Monday prior to 12.00 noon	Weekly	WI820
Risk register update	Wednesday WK4	4-weekly	WI 845 (1)
Commercial report (Cost Forecast and accruals)	Friday WK2	4-weekly	WI 850.1
Incident report	At end of the shift or as soon as practicable	As and when necessary.	WI815.4
Daily shift report	By 9am of following day	Daily	WI825 Appendix N

The above schedule only lists the key documents required. Other reports to comply with the contract requirement will also be required even if not listed above.

Certain reports in the above schedule may be combined in one or more reports.



Paddington H & C Premises & Paving Works

Appendix M – NOWRI

Item	Reference	Description	Date
1	PD-10697	Notification of Works Requiring Inspection (NOWRI) (Stage 5)	August 2010
2	W0091	Notification of Works Ready for Inspection (NOWRI)	October 2011



Notification Of Works Requiring Inspection (NOWRI) (Stage 5)

Purpose

To declare that works on an asset, or part of an asset, are complete and ready for formal inspection once the project team has carried out all inspections and testing as detailed in the [Inspection & Testing Strategy/Plan](#)

Template

- [W0091 - Notification Of Works Requiring Inspection \(NOWRI\)](#) Guidance & template form (Stations Delivery)

Contents

- Contents is defined by the template

Quality criteria

- A completed snag/defect record sheet must accompany the NOWRI form
 - It must list all the snags/defects known at this time and the snag/defect ID must match the snag/defect ID in the [Snagging Register](#)
 - It must include dates that the snags/defects will be rectified
- All snags/defects must be rectified before the NOWRI is closed out

Document Management

Notification Of Works Requiring Inspection (NOWRI)s must be filed in **07.01 Tests, Inspections Certificates & Reports** in accordance with the standard [Projects Document Filing Structure](#).

Roles and responsibilities

Responsible <small>(Responsible for producing all or part of quality product)</small>	Accountable <small>(Accountable for ensuring timely delivery of quality product)</small>	Consult <small>(Must be consulted when product is being produced)</small>	Inform <small>(A copy of the signed-off product must be sent to)</small>
Project Engineer *	Project Manager	Discipline Engineer (As Appropriate) * Resident Engineer * Asset Performance Directorate (APD) Representative	

PD-10697
August, 2010

**NOTIFICATION OF WORKS
REQUIRING INSPECTION (NOWRI)
(STAGE 5)
PROJECT MANAGEMENT FRAMEWORK**



* The people fulfilling these roles must be accredited to do so for this project in line with the [Engineering Accreditation Matrices](#). The need for accreditation only relates to final approval of the product, not the preparation.

Feedback

If you have any queries, feedback or improvement suggestions about this Product Description then please contact the [Project Management Framework team](#).

DOCUMENT HISTORY

Revision	Date	Reason for change	Author	Implementation criteria*
A1	01/07/2009	Issued for use	PMCoE	High Risk
A2	30/11/2009	Amendments as detailed in the November 30th Release Note	PMCoE	High Risk
A3	31/01/2010	Amendments as detailed in the January 31st 2010 Release Note	PMCoE	High Risk
	31/03/2010	Withdrawn	PMCoE	High Risk
A4	12/08/2010	Re-instated	PMCoE	High Risk

(Refer to CMS Team for details of earlier changes)



Work Instruction

W0091 **Notification of Works Ready for Inspection (NOWRI)**

Issue No.: A1

Issue date: October 2011
Review date: October 2014

MAYOR OF LONDON



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1 Purpose

- 1.1 The purpose of this Document is to define the roles and responsibilities applicable to the management of the NOWRI process.

2 Scope

- 2.1 This Document applies specifically to the assurance activities undertaken within the Stations Upgrade Programme as referred to within PMF Product [PD-10697](#), Handbook [H-020 Commissioning and Handover](#).

Inspection activities managed through the NOWRI process include:

- Sample Inspection
- Elemental Inspection
- Inspection for Operational Use
- Final Handover Inspection

The implementation of this process outside of Stations Upgrade Programme shall be at the discretion of the relevant Directorate or Programme.

3 Work Instruction

3.1 The NOWRI Process

The NOWRI process is the fundamental activity for verifying and validating work is completed to an acceptable standard. The NOWRI process consists of the following 3 key stages;

3.2 Pre-NOWRI Submission

Prior to submission of the NOWRI request, appropriate assurance and specifications relevant to the works shall be identified.

Confirm works will be completed to requirements.

- 3.2.1 Prior to commencement of works on site the assurance and inspection activities appropriate to the level of risk posed by the asset installation are to be identified and formal **Inspection and Test Plans (ITP's)** provided to and agreed by the relevant Discipline Engineer (DE).
- 3.2.2 When planning the scope of works to be offered up for inspection the project shall ensure the work will be complete or sufficient progress made to enable the desired inspection activity to be completed unhindered, with safe access to required areas and negate the need to disturbed completed work or repeat test activity. (See note 1)
- 3.2.3 Once the project is confident that the works will be completed to expectation the Project (Project Engineer / Construction Manager) shall submit a formal NOWRI request via email to the Engineering Submissions Controller (ESC) who shall co-ordinate, track and report progress of the NOWRI through to its closure. At least 10 working days shall be allowed between the submission date and Inspection date.
- ### 3.3 Open NOWRI
- 3.3.1 On receipt of the submitted NOWRI the ESC shall arrange a joint inspection visit to be attended by CM, AE, PE (or their respective representatives).



- 3.3.2 48 Hours prior to the agreed inspection date the PE / CM shall confirm the works are suitable for the planned inspection and submit a completed snagging list to the ESC (See Note 2, & 3).
- 3.3.3 During the inspection visit any snags / defects identified shall be recorded. On completion of the inspection activity the AE shall agree a final status for the NOWRI as RED or GREEN (See Note 4).
- Green** – Works are complete
- Green** – With snags – conditional pass subject to agreed timeframe for resolution and close out of snags.
- Red** – Major safety and / or operational snags
- Red** – Works are not ready (including testing)

Note: Where conditional pass is granted but the snags not closed within the agreed timeframe, the NOWRI shall revert to **RED**

3.4 Post Inspection Activities

- 3.4.1 Where the Inspection results in the NOWRI having a RED status, the ESC shall be informed, who will then implement the escalation process (See Note 4).
- 3.4.2 Where the Inspection results in the NOWRI having a GREEN status the NOWRI form shall be completed to record a successful inspection and agreement to any minor defects & rectification timescales.
- 3.4.3 All recorded snags and defects shall be tracked through a project snagging register. This register shall be maintained and amended to reflect the progress through to closure. PMF Product [PD-10637](#), Snagging Register [F31113](#)
- 3.4.4 All completed forms and records generated through the NOWRI process shall be filed in MAID as PMF Product [PD-10866](#) and Handbook [H-020 Commissioning & Handover](#).

Notes

- 1 NOWRI are scope specific, as such any significant deviation in agreed scope will necessitate the cancellation (failure) of the NOWRI and generation of another.
- 2 NOWRI requests may be cancelled where the PE or the Discipline Engineer (DE) considers:
 - a. The works will not be sufficiently completed to enable a satisfactory outcome
 - b. The snags and defects identified are such that the works or elements thereof have not been completed to an acceptable standard, or
 - c. Failure to submit an initial snagging list to the ESC 48 hours prior to the agreed inspection date.
- 3 A planned NOWRI shall be classified as **RED** due to:
 - a. Failure to submit an initial snagging list to the ESC 48 hours prior to the agreed inspection date. (this will result in cancellation of the NOWRI)
 - b. The works not being sufficiently complete.
 - c. The identified snags and defects being such that the works or elements thereof have not been completed or to an acceptable standard, or



- d. Failure to rectify snags within the agreed timeframes where a conditional pass is granted.
- 4 Any NOWRI with a **RED** status shall be subject to escalation as below:
- a. **1st NOWRI Inspection**
 - i. Where the works are found not to an acceptable standard the LPE shall be informed of the outcome and attend the next inspection
 - ii. Where the works are not complete the PM shall be informed of outcome and attend the next inspection.
 - b. **1st NOWRI Revisit**
 - i. Where the works are found not to be acceptable and cannot proceed to the next stage the SPM shall be informed of outcome and attend the next inspection.
 - c. **2nd NOWRI Revisit**
 - i. Where the works are found not to be acceptable and cannot proceed to the next stage it shall be reported to programme level. The Stations and L& E Programme Manager, Head of Delivery (HoD) and Principal Project Engineer (PPE) shall be informed of the outcome and attend the next inspection at their discretion.

It is the responsibility of the Project Engineer to ensure that all the Snags / Defects identified during the inspection are closed out within the agreed timescales. Methodology and evidence required to confirm that snags have been closed will be agreed with the Project Engineer and Inspector at the time of the inspection

4 Responsibilities

4.1.1 The following persons have key roles and responsibilities under this procedure.

4.1 Construction Manager (CM) *

Responsible for ensuring asset will be complete and will meet requirements of ITP prior to the formal inspection.

Ensure Snag/Defect Record Sheet is completed.

Update and monitor the Snag / Defect log.

Ensure any operational / safety critical snags are completed prior to inspection.

4.2 Project Engineer (PE) *

Confirm asset will be complete and will meet requirements of ITP prior to the formal inspection.

Ensure completion and submission of NOWRI form.

Notify Engineering that the inspection is complete and the NOWRI form has been signed off by an Accredited Engineer.

4.3 Engineering Submission Controller (ESC)

Co-ordinating and arranging inspections.

Distributing NOWRI form to appropriate Engineers



Processing and tracking of formal inspections

Provide statistical data for Management Reports

4.4 Accredited Engineers (AE)

Carry out inspection as detailed on NOWRI form.

Input into Snag/Defect Record Sheet (where applicable).

Sign off and approval of inspected works.

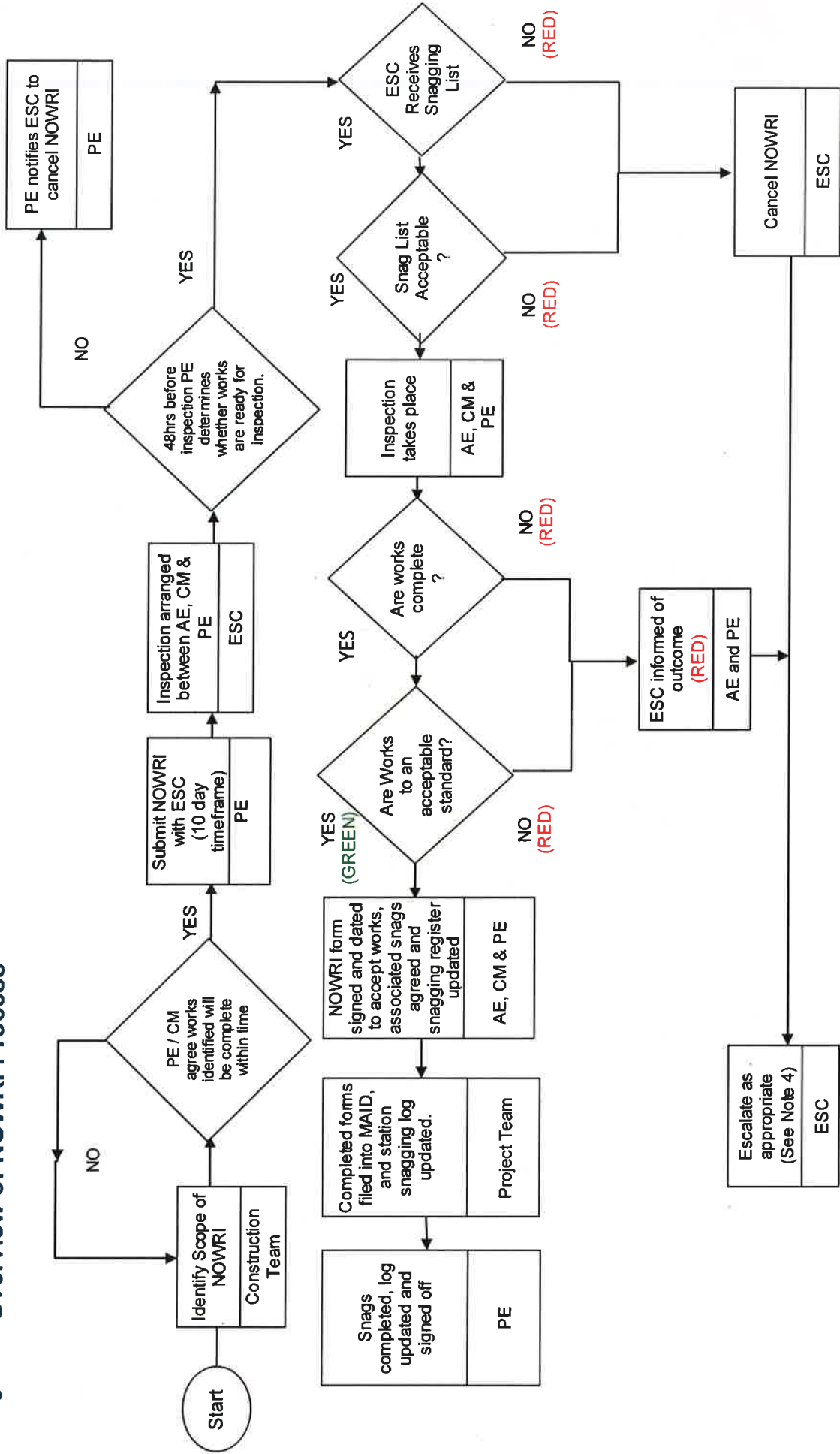
Notify the Engineering Submission Controller of the inspection status.

Ensure the asset is fit for purpose, safe, maintainable and constructed as per the approved design.

*Note: In the absence of an LUL Construction Manager the PE will perform the functions of 4.1 and 4.2.



5 Overview of NOWRI Process





6 Supporting information

6.1 Background

- 6.1.1 Inspections were undertaken throughout the business in a variety of differing ways. Company Management Systems eluded to Inspections without prescribing a process that provided any clarity on the undertaking of reviews or identifying those responsible for them. This process seeks to address this by providing the consistency and clarity for future projects.

6.2 Safety considerations

- 6.2.1 The implementation of this process is assessed as low safety risk because it is only consolidating best practise into a formal process. Therefore the change has minor safety impact as the actions identified within the process are already undertaken.

6.3 Environmental considerations

- 6.3.1 There are no environmental considerations or impacts as a result of the introduction of this process.

6.4 Customer considerations

- 6.4.1 There are no customer considerations or impacts as a result of the introduction of this process.

6.5 Forms

Form Number & Hyperlink	Title
F0483	NOWRI Inspection Request Form
F0484	NOWRI Snag/Defect Record Sheet
F3113	Snagging Register

7 References

7.1 Abbreviations

The following abbreviations are created:

- within London Underground's Glossary of Terms (1-622) (a Category 1 Standard);
- from published sources that are clearly identified.

Abbreviation	Definition	Source
NOWRI	Notification of Works Ready for Inspection	This Doc
ITP	Inspection and Testing Strategy/Plan	PMF
IFOU	Inspections for Operational Use	PMF
ESC	Engineering Submissions Controller	PMF
PMF	Project Management Framework	(a)
MAID	Mandatory Asset Information Deliverables	PMF



7.2 Subject Matter Expert

Subject Matter Expert
Anne Potter – Principal Project Engineer

7.3 Document history

Issue no	Date	Changes	Author
A1	Oct 2011	Removal of amber status, introduction of escalation process, clarification of responsibilities.	David Ellis

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Appendix N – Daily Log / Shift Report

SHIFT REPORT



Project Name	Paddington Integrated Project				
DAY/DATE:		Project / Contract Number			
SHIFT / NIGHT		SABRE / Possession Number			
ROAD'S		Location Details			
Labour / Supplier	No. of Ops	Comments	PLANT	Last Service Date	Comments
Shift Manager Name	Organisation		Title	Comments	
Safety Critical Staff	Name/Contact Details			Duties performed	
SPC-SOTT					
Protection Master					
T002/3					
Totals	(0)		(0)		
REASON FOR FINISHING WORK AHEAD OF CALL BACK TIME:					

WORK DETAILS

Task	Activity	Planned	Actual	Comments
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

DETAILS OF PLANNED WORK NOT CARRIED OUT AND REASONS / COMMENTS

Why could the planned works not be completed?

HEALTH, SAFETY, ENVIRONMENTAL, QUALITY ISSUES or NOTES

Item	DESCRIPTION	ACTION
1		
2		
3		
4		

ADDITIONAL INFORMATION REQUIRED

e.g. Failed weld replacement, Re - welding of existing broken con rail welds, movement of LWR due to tuned units or incorrect position, closure rails, etc.....

SPECIAL EVENTS , VERBAL OR WRITTEN INSTRUCTION RECORD / SITE MEETINGS OR DISCUSSIONS / NOTES OR ANY OTHER IMPORTANT MATTER OR OCCURRENCE:

e.g. Any events, discussions or agreements with third parties, adverse weather, plant failures, etc...(not previously covered above) which have impacted on our ability to carry out the planned works

PHOTOGRAPHS

NAME:		SIGNATURE:		DATE:	
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Paddington H & C Premises & Paving Works

Appendix O – LUL 3 Weekly look ahead / delivery Schedule

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Paddington H & C Premises & Paving Works

Appendix P – Progress Report Template

PIP - XXXXX - XXXXX Trade Package Progress Report

PERIOD PROJECT Financial Period

Contractor Project Manager

LU Project Manager

PROJECT SCOPE

Activity	Current Period		Cumulative		EFC	
	Planned Expenditure	VOWD	Planned Expenditure	VOWD	Remaining Cost	Total Cost At Completion
Summary	-	-	-	-	-	-

Compensation Event No.						
Summary	-	-	-	-	-	-

Grand Total	-	-	-	-	-	-
--------------------	---	---	---	---	---	---

1.0 HSQE

2.0 Project Performance this period and Key Activities due next period

3.0 Financial Performance

--

8.0 Procurement

--

9.0 Compensation Event Commentary
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Paddington H & C Premises & Paving Works

**Appendix Q – Activity Schedule, Labour Rates Matrix, and Application for
Payment Template**

For:

Activity Schedule, See Volume 1.

Labour Rates Matrix, See volume 1



Paddington H & C Premises & Paving Works

Appendix R – Procedures & Processes

Item	Reference	Description	Date
1		LUL Training and Certification process, course and booking details	June 2010
2		Safety Training External Contractors Approval Form	27/04/2009

WORKS INFORMATION

APPENDIX R

LUL TRAINING AND CERTIFICATION

PROCESS, COURSE AND BOOKING DETAILS

CONTENTS

- 1.0 INTRODUCTION**
 - 2.0 COURSE BOOKING PROCESS**
 - 3.0 SAFETY TRAINING DEFINITIONS AND INSTRUCTION**
 - 4.0 PAYMENT FOR COURSES**
 - 5.0 REPORTS**
 - 6.0 CERTIFICATES**
 - 7.0 NIGHT COURSES**
 - 8.0 CONTACT INFORMATION**
 - 9.0 TRAINING CENTRE LOCATIONS**
- TRAINING DETAILS AND PRICE LIST**

LU Safety Training Process

1.0 INTRODUCTION

Any Contractor wishing to book any LUL provided training must first be “sponsored” by the Employer in order for bookings for training to be accepted. The reason for such sponsorship being required is so that only bone fide suppliers to LUL can utilise the training process and facilities.

The Contractor shall apply for such sponsorship to the Project Manager in the first instance.

Upon acceptance of sponsorship, the Contractor will be required to name a “nominated booking administrator”. All bookings on behalf of the Contractor must be made through a nominated booking administrator, and cannot otherwise be accepted.

The Contractor shall only nominate one booking administrator and one deputy administrator per company. The Contractor’s nominated booking administrator and deputy will be approved and confirmed by LUL Safety Training.

If the booking administrator changes for any reason, the Contractor shall inform LUL via email to the Safety Training Centre informing them of the proposed change.

2.0 COURSE BOOKINGS PROCESS

To book safety training to be undertaken at any LUL Training Site (including depots) the following process will need to be followed by the Contractor:

- To book provisional places on courses telephone 0207 027 4079
 - Provisional bookings may be made by telephone and must be confirmed, with a booking form, within 28 days of course commencement.
 - Provisional Bookings not confirmed within 28 days of course commencement will be cancelled and an email sent to the nominated booking administrator informing them.
 - Any bookings made within 28 days of course commencement will only be booked upon receipt of a Booking Form – provisional bookings cannot be made within 28 days of the course commencement.
- To confirm a booking immediately or to confirm provisional places a contractor completed Booking Form will need to be either;

- E-mailed to: MRSafety@tfl.gov.uk, or Faxed to LUL Safety Training either externally 0207 918 6442
- All Booking Form(s) need to be completed correctly. This includes:
 - Correct and full name(s) of delegates
 - National Insurance Number for external delegates (Please note temporary National Insurance Numbers are not acceptable).
 - PO Numbers/Project/Contract number where appropriate

Any booking form that has not been completed correctly (incorrect information or missing information) will not be processed.

- Joining Instructions will be sent to the nominated booking administrator within 5 days of receipt of the booking form.

3.0 SAFETY TRAINING DEFINITIONS AND INSTRUCTIONS

The following definitions and or instructions outline training defined by LUL Safety Training Centre.

3.1 Course Attendance Definition

3.2 Cancellation Process

To cancel a course the Contractor's nominated booking administrator must telephone the LUL Rail Safety Training Centre and also send an e-mail as confirmation of the cancellation.

-
- If the course is cancelled within 14 days the course will still be charged for.

3.3 Required Paper Work – Pre-requisites

The Contractor shall ensure that all delegates have the correct prerequisite certificates and paperwork before attending the course, as outlined on the Joining Instruction. In addition to the list provided at the end of this Appendix, a full list of the courses provided, the cost of the courses and the necessary prerequisite certificates and medical is available upon request to LUL Safety Training.

3.4 Re-Sits

Re-sits may be offered to any delegate who fails a Fire or Track course (excluding Possession Master).

The offer of a resit is based on the delegate's performance on the course or at the trainer's discretion.

If a resit is offered to delegates:

- He/she will be issued with a re-sit form following the failure of their course.
- This original re-sit form must be brought along with them on the day the re-sit takes place.
- The re-sit should be carried out within 14 days of failing the course.

3.5

3.6 Refreshers

Refreshers may be available for all track courses on request. These are generally the same duration as the full courses, apart from the Protection Master Courses and above where the duration may be decreased by a day. The price for the course will reflect the shortened duration.

4 PAYMENT FOR COURSES

The Contractor is referred to and shall allow for the cost of courses as outlined within this Appendix.

The Contractor shall make payment via PO Numbers, and in conjunction with a completed Booking Form. No other forms of payment will be accepted.

The Contractor shall note the following in respect of payment of cancelled or no-shows:

- Payment in full is still required if:
 - The delegate does not show up for the course. (Non Attendance)
 - The delegate does not have the requisite documentation required to sit the training course
 - Cancellation is made without written confirmation being received.
 - Cancellation is made within 14 days of the course commencement date.

5 REPORTS

Each Company should nominate a person as a point of contact (nominated booker). The request to register this person with the training centre needs to be forwarded by the Manager of the nominated booker or an Authorised person from

the Company to Samer Abu Ali at Samer.Abuali@tfl.gov.uk. The availability report showing all courses and places available and locations is sent out daily to the nominated booker of the company.

6 CERTIFICATES

All delegates will receive a certificate on the day of passing their course.

6.1 Duplicate certificates

For all courses taken, duplicate certificates for lost or stolen certificates will only be issued at Acton Safety Training Centre on a Tuesday or Friday morning. All delegates must bring:

- Photocopy of their certificate (if they do not have this then the dates they attended the original course)
- New passport sized photo
- Letter from their manager/company, on company letter headed paper, signed by their manager, informing us that they are aware that the certificate has been lost/stolen and that they still work for the company and are competent to carry out their duties
- Photo identification
- £10 per certificate in cash for all non-LUL employees.

7.0 NIGHT COURSES

Any course can be carried out at night that does not involve a Track Walk
There are a number of scheduled night Fire and Track Courses at various locations around LUL.

Night Courses may be scheduled at any LUL Training Site throughout the year.
Please contact LUL Safety Training for any specific requests.

8.0 CONTACT INFORMATION

If you need to contact the LUL Rail Safety Training Centre about Safety Training Courses please contact the administration team on:

- Externally 0207 027 4079

For management issues please contact Sheryl Hall on 0207 918 6632 (46632).

9.0 TRAINING CENTRE LOCATIONS

LUL Safety Training offer training at 7 locations within LUL. These sites are:

- Acton Training Centre
- Griffith House

- Neasden Depot Training Centre
- Leyton Training Centre
- Lillie Bridge Depot
- Hainault Depot
- Ruislip

If training is required at any other suitable location the Contractor's nominated booking administrator should contact Sheryl Hall - externally on 0207 918 6632 with the request, which may be considered but not guaranteed.

PRICE LIST

Safe+y
Training

<i>COURSE</i>	<i>DURATION</i>	<i>CAPACITY</i>	<i>PRICE</i>
TRACK COURSES			
Depot Track Competent	2 days	8	£188
Depot Track Competent Refresher	2 days	8	£188
Depot Track Competent Re-Sit	1 days	8	£90
Depot Protection Master	2 days	8	£198
Depot Possession Master	2 days	4	£270
Possession Master Train Movements	4 shifts	6	£540
Possession Master Without Train Movements	4 shifts	6	£540
Protection Master Engineering Hours	4 shifts	8	£498
Protection Master Engineering Hours Refresher	3 shifts	8	£360
Protection Master Engineering Hours Re-sit (Theory)	3 shifts	8	£300
Protection Master Engineering Hours Re-sit (LC/LS)	2 shifts	8	£248
Protection Master Traffic Hours	4 days	8	£398
Protection Master Traffic Hours Refresher	3 days	8	£270
Protection Master Traffic Hours Re-sit	2 days	8	£180
Site Person In Charge (Full Course)	3 days	8	£298
Site Person In Charge Re-Sit	1 day	8	£60
Track Accustomed	1 day	12	£90
Track Accustomed Refresher	1 day	12	£90
Track Accustomed Re-sit	½ day	12	£45
Track Competent Traffic Hours	2 days	8	£188
Track Competent Traffic Hours Re-Sit	1 day	8	£90
Track Trolley	1 day	8	£98
Train Master	3 days	6	£315
Test Track Master	2 days	4	£200
FIRE COURSES			
Fire Watchperson	1 day	12	£90
LIFTS AND ESCALATORS			
Machine Room Awareness (General)	1 day	12	£128
Machine Room Awareness (Engineering)	1 night	10	£298

NOTES

Prices are valid for courses delivered from Monday 1st June 2010 onwards
All prices are subject to VAT at 17.5%

Notes:-

- a) Prices are current as at June 2010. The Contractor shall allow for RPIx inflation annually against these prices from base date beginning June 2010
- b) Prices are exclusive of Value Added Tax which will be applicable at the rate current at time of booking
- c) Additional training may be required by Statute or under the Standards, QUENSH and Rule Book which is not included in the above list. The courses listed below are amongst those not provided by LUL Safety Training, but may be such requirements, and the Contractor shall ensure that where required personnel have the appropriate training and certification provided by Industry recognised and licensed training companies:-
 - First Aid
 - Confined Space Working
 - Lifts and Escalator tickets
- d) QAF 54 for keyholding may be obtained by applying to LUL Safety Training. Equipment Room Awareness certification is a pre-requisite. A minimum notice of 2 weeks and a fee of £[POA] applies.
- e) There may also be requirement for additional safety critical / specialist training in some unusual circumstances (for example Sub-Station entry). Should such additional training not included in the above list and in these notes be required, this should be highlighted to the Project Manager, and enquiries made to LUL Safety Training as to arrangements and prices.
- f) The Contractor is referred to the general narrative within the Works Information as to the general training obligations and requirements.
- g) LUCAS card, once issued is valid to the individual for a period of 3 years, but is required to be renewed annually without further training attendance required

Safety Training External Contractors Approval Form

Safe+y Training

Please complete this form and fax back to 0207 918 6442 or e-mail to mrsafety@tfl.gov.uk

Only companies who have a valid and current contract with LU will be eligible to book Safety Training courses

COMPANY INFORMATION			
Company Name:		Telephone No:	
Contact Name:		Fax No:	
Accounts Payable Contact Name:		Company Registration No:	
Date Sent:		Email Address:	
Invoice Address:		Contact Address: (if different)	
CONTRACT INFORMATION			
LU Contract Title:		LU Contract Number:	
LU Project Managers Name and contact details:		Training included in the contract (Y/N) (proof required)	
FOR LU SAFETY TRAINING USE ONLY			
Project Manager Approval: (attach copy of e-mail)	YES / NO	Customer Number:	
Company to be invoiced:	YES / NO (If no attach copy of contract with training information)		
Quote forms sent to Company:		Date Company Added to database:	

Please note the following:

- All contracts will be checked with the relevant LU project manager. Please provide e-mail/contact numbers if they cannot be found on the internal e-mail system.
- For all training included in the project we will need to see copies of the relevant contract.
- Upon receipt of this form we will issue a credit check form to the address above, this must then be completed and sent back as instructed on the form.
- No training will be able to be booked, provisionally or otherwise until all appropriate checks have taken place.

Please contact Sheryl Hall on 0207 918 6632 with any queries relating to this form or process.

Transport for London

London Underground Ltd



Paddington H & C Premises & Paving Works

Appendix S – List of Abbreviations

Acronym / Abbreviation List	
ACoP	Approved Code of Practice
Area A	Operational Area
Area B	Non-Operational Area
BBMS	Breakdown Broadcast Messaging System
BMS	Buiding Management System
CCEP	Congestion Control and Emergency Plans
CCEP	Congestion Control and Emergency Plans
CCTV	Closed Circuit Television
CDM	Construction, Design and Management Regulations 2007
CDS	Conceptual Design Statement
CER	Communications Equipment Room
COSHH	Control of Substances Hazardous to Health
CRL	Crossrail
EPP	Emergency Preparedness Plan
EWSA	Engineering Works & Safety Arrangements
FFO	Final Fit Out
GWI	General Works Information
H&C	Hammersmith and City
IM	Transport for London Information Management
IOS	Interim Operational Scheme
ITP	Inspection and Testing Plan
KPI	Key Performance Indicator
L&E	Lifts & Escalators
LFB	London Fire Brigade
LFEP	London Fire and Emergency Planning Authority
LU	London Underground
LUCAS	London Underground Combined Access System
LUL	London Underground Limited
MAID	Mandatory Asset Information Deliverables
MEFPC	Mechanical, Electrical, Fire, Premises and Communications
MEP	Mechanical, Electrical, Public Health
NOWRI	Notification Of Work Ready For Inspection
NR	Network Rail
O&M	Operations & Maintenance
OAN	Operational Assurance Notification
OSD	Over Site Development
OTX	Over Track Crossing
PAVA	Public Address \ Voice Alarm
PHP	Passenger Help Point
PICER	Person In Charge Evacuation Register
PIP	Paddington Integrated Project
PMF	Project Management Framework
POM	Passenger Operating Machine
PPE	Personal Protective Equipment
Prestige	LU PFI Contractor providing all ticketing machine and revenue services.
PRM	Passenger Reduced Mobility
QUENSH	Quality, Environment, Safety & Health

RFI	Request For Information
RIBA	Royal Institute Of British Architects
RIBA	Royal Institute Of British Architects
RVP	Rendezvous Point
SABRE	Station Access Booking Railway Engineering
SCADA	Supervisory Control And Data Acquisition
SCR	Station Computer Room
SCS	Structured Cabling System
SMS	Station Management System
SOR	Station Operations Room
SPC	Site Person In Charge
SSO	Station Supervisors Office
SWI	Specific Works Information
SWMP	Site Waste Management Plan
TFL	Transport for London
TQ	Technical Query / Tender Query
VAP	Verification Activity Plan
VEID	Visual Electronic Information Display
VTS	Voice Transfer System



Paddington H & C Premises & Paving Works

Appendix T – Change Notices and TQ Template

Item	Reference	Description	Date
1	FCN-PIP	Field Change Notice	
2		Short Change Notice	
3		Technical Query (TQ) Form	



Field Change Notice

Paddington Final Fit Out Project

Sheet 1 of sheets

FCN-PIP-

Request for Change

Contractor:

Trade Package: Electrical/Fire/Comms/Premises/Mechanical

Drawing/Document number

Revision

Title

Associated documents affected (where applicable)

Reason for change:

Originator's name:

Manager's name:

Signature and date:

Signature and date:

Proposed change

Prepared by

Print name

Signature

Checked by

Print name

Signature

Validated by

Print name

Signature

Date

Date

Date

Final Approval

Accepted/Rejected (Delete as necessary)

By Asset Engineer (or authorised deputy)

The changes set out on this FCN are hereby approved.

Equipment in stores or not yet installed

The content of this change may be/must not be used immediately, i.e. before the issue of the updated documentation.

Equipment in stores or not yet installed that does not comply with this design change may be/must not be used.

Print name

Signature

Date

Administration

Others informed

Signed

Date

Revised

documents sent for publication

Signed

Date

FCN completed

Signed

Date



Paddington Final Fit Out Project

Short Change Notice:

<<Title>>

Document Number: <<>>

Contract No:

**Produced by
(Contractor)**

<<Name>>

<<Position>>

<<Signature>>

<<Date>>

Document History

Revision	Date	Summary of changes

Approval

	LUL Approval
<input type="checkbox"/>	Accepted. Work May Proceed
<input type="checkbox"/>	Not Accepted. Revise and resubmit. Work may proceed subject to incorporation of changes indicated
<input type="checkbox"/>	Not Accepted. Revise and resubmit. Work may not proceed
<input type="checkbox"/>	Received for information only. Receipt is confirmed

**Reviewed /
Approved by
(LUL)**

<<Name>>

<<Position>>

<<Signature>>

<<Date>>

Consulted (Stakeholders)

Name	Position



Short Change Notice <<Document Number>>

Site : Paddington H&C FFO

Affecting Method Statement:

Description of Changes:



**Appendix 1: Risk Assessments and Control Measures
HEALTH, SAFETY AND ENVIRONMENTAL RISK ASSESSMENT**

Persons at Risk / Affected groups				
A CRL/PDP Staff	B Contractors	C Visitors & Engineers Representatives	D Public	E Property & Others
Task Description:	Installation of scaffold to canopy			
Task Activity:	As described in the original RAMS. Includes Mobilisation to site, delivery of materials, and fixing sheeting.			

Definitions:

SEVERITY	Risk Level					Likelihood
	5	4	3	2	1	
Catastrophic	5	10	15	20	25	Very Likely
Major	4	8	12	16	20	Likely
Serious	3	6	9	12	15	Unlikely
Minor	2	4	6	8	10	Very Unlikely
Negligible	1	2	3	4	5	Extremely Unlikely
PROBABILITY (Likelihood)	1	2	3	4	5	

Risk Level: 1-4 = Low, 5 - 16 = Medium, 20 - 25 = High
1 - 4: Low risk - No additional controls required.
5 - 16: Medium risk - Risk Controls required Corrective actions. Preventative Measures. (Apply Risk Hierarchy when considering and developing risk controls).
20 - 25: High risk - Stop activity. Apply elimination or reduction strategies. Management involvement in decisions and risk control implementation.

Note: This risk assessment must be reviewed: When something changes that will affect the activity. Examples are - Temporary work situations. New work situations. New equipment after an incident and in any case periodically on an annual basis.

Assessor/s:



Definitions of Probability (Likelihood):

PROBABILITY (Likelihood)	DEFINITION
VERY LIKELY 5	Certain to occur
LIKELY 4	Likely to occur
UNLIKELY 3	Possible to occur
VERY UNLIKELY 2	Unlikely to occur
EXTREMELY UNLIKELY 1	Remote occurrence

Definitions of Consequence (Severity):

CONSEQUENCES (Severity)	DEFINITION
CATASTROPHIC 5	Fatality, Severe environmental damage, Severe property/machine damage
MAJOR 4	Major injury or illness, significant environmental damage, significant property/machine damage
SERIOUS 3	3 Day injury or illness, multiple minor injuries, notable property/machine damage
MINOR 2	First aid injury or illness, minor property/machine damage
NEGLIGIBLE 1	Injury may need first aid slight property/machine damage



Paddington Final Fit Out Project

<<Contractor>>

Probability Evaluation	
Score	Score
General	
1	Unlikely
2	Rare
3	Irregular
4	Likely
5	Regular
Construction Operations	
1	Less than once every 10,000 cycles/similar operations
2	1,000 to 10,000 cycles/similar operations
3	100 to 1,000 cycles/similar operations
4	10 to 100 cycles/similar operations
5	1 to 10 cycles/similar operations
Railway Systems	
1	Less than 100 years
2	10 to 100 years
3	1 to 10 years
4	Monthly to annually
5	Daily to monthly

The following risk assessments have been provided to detail site specific and activity specific risks associated with working on and/or close to LUL property. A full comprehensive risk assessment of all task based work activities has been undertaken and is set out and detailed within the CPP

Identified Hazard	Assessment				Controls			New Risk Rating			Action Party
	Affected Groups	Probability	Severity	Risk Level	Existing and or Proposed Risk Controls			Probability	Severity	Risk Level	
<i>General to all works</i>											
Working at height	A/B	4	4	16	Scaffold to be erected by a PASMA certified operative. The foreman will check the correct erection procedure has been adhered to. Operatives to be connected at all times by lanyard to a running line along grid line J.			1	4	4	General Foreman Scaffolders

Assessment with controls - The Risk Assessor must re-assess the hazard's residual risk assuming suggested controls and existing controls are in place. Careful consideration must be made in relation to suggested controls in that new hazards are not generated when the suggested risk controls are implemented.



Paddington Final Fit Out Project

<<Contractor>>

<i>Assessment with controls - The Risk Assessor must re-assess the hazard's residual risk assuming suggested controls and existing controls are in place. Careful consideration must be made in relation to suggested controls in that new hazards are not generated when the suggested risk controls are implemented.</i>									
Identified Hazard	Assessment				Controls	New Risk Rating			
	Affected Groups	Probability	Severity	Risk Level		Probability	Severity	Risk Level	Action Party
Manual Handling	B	4	3	12	<p>Existing and or Proposed Risk Controls</p> <p>The maximum load of tools / materials that one person will lift is to be restricted to 20kg and will not be too big so as to obstruct the carriers vision. Toolbox talks to be carried out by the site supervisor prior to starting work to highlight best methods of lifting to prevent injury. Heavy-duty gloves to be worn. Manual handling operation to be kept to a minimum whenever possible or alternative means to be investigated and employed (i.e. the use of mechanical equipment such as escalator trolley, pallet tucks, wheel barrow, etc.) Works will not be undertaken in windy conditions.</p>	1	3	3	Supervisor, Operatives
Entering prohibited areas	B	2	5	10	<p>Personnel will be briefed in logging in/out procedures and working areas.</p>	1	5	5	Supervisor, Operatives
Personal injury from slip, trip or fall.	B	5	2	10	<p>Site supervisor and SPC to highlight potential trip hazards at the worksite and access to / from the worksite during a site induction prior to starting work. Good site housekeeping to be maintained: Power leads to be kept to a minimum length and laid around the edge of the worksite where possible. Rubbish to be kept away from worksite and removed from the worksite as receptacles become full.</p>	1	2	2	Supervisor, Operatives



<i>Assessment with controls - The Risk Assessor must re-assess the hazard's residual risk assuming suggested controls and existing controls are in place. Careful consideration must be made in relation to suggested controls in that new hazards are not generated when the suggested risk controls are implemented.</i>							
Identified Hazard	Assessment				New Risk Rating		
	Affected Groups	Probability	Severity	Risk Level	Probability	Severity	Risk Level
Personal injury cut/trapped fingers etc, through improper use of tools.	B	3	2	6	1	2	2
Controls Existing and or Proposed Risk Controls Correct PPE to be worn at all times. Tools to be maintained and checked on a daily basis. Copies of relevant certification to be kept on site. Use the correct tool for the job.				Action Party Supervisor, Operatives			



TECHNICAL QUERY (TQ) FORM

PADDINGTON INTEGRATED PROJECT FFO WORKS

REQUEST FOR INFORMATION (RFI) / TECHNICAL QUERY (TQ)		RFI / TQ No	
To:	Sharon Young London Underground Room A303 Macmillan House, Paddington Station London, W2 1FT	From:	
		Telephone:	
		Fax:	
		Date Initiated	

Brief Description of Query (include suggested solution if known):

Attached Documents:

**Proposed Solution:

**Estimated Programme Impact of proposal (if applicable):	**Estimated Cost Impact of Proposal (if applicable):

**Programme Impact valid if instruction /response received by:

Designated Responder	Date forwarded*	Response required no later than*
----------------------	-----------------	----------------------------------

Response:

Attached Documents:

Responders Name:	Signature:	Date:
------------------	------------	-------

* Has this led to a Technical Issue (TI) or Design Change (DC)?				Date Closed:		TI Number
Yes		No				



Paddington H & C Premises & Paving Works

Part 2 Contract Drawings and Specifications

See List

Drawings and Specifications in CD2

Document Number	Discipline	Document Title	Issue Purpose (Latest)	Issued for Tender November 2012	Issued for Contract - 20th Dec 2012			
Architectural								
Drawings								
C131-MMD-A-DDD-B071_Z-66662	Architecture	LU Door Elevations	Contract	PO1	PO1			
C131-MMD-A-DDD-B071_1-66619	Architecture	Concourse Level - Interface Details	Contract	PO1	PO1			
C131-URS-A-DDL-B071-2-62101	Architecture	Platform level General Arrangement	Contract	P01	P01			
C131-URS-A-DDL-B071-1-62101	Architecture	Concourse level GA plan	Contract	P02	P02			
C131-URS-A-DDL-B071-A-62101	Architecture	Taxi ramp and Northern entrance Mezzanine level plan General Arrangement	Contract	P01	P01			
C131-URS-A-DDA-B071-1-63101	Architecture	Concourse level plan	Contract	P02	P02			
C131-URS-A-DDA-B071-1-63161	Architecture	Concourse level setting out plan	Contract	P02	P02			
C131-URS-A-DDA-B071-1-64101	Architecture	Concourse level BOH plan	Contract	P02	P02			
C131-URS-A-DDA-B071-1-14108	Architecture	POMS SOR SSO plan	Contract	P02	P02			
C131-URS-A-DDA-B071-A-63101	Architecture	Mezzanine Level Wall Setting Out Plan	Contract	P01	P01			
C131-URS-A-DDA-B071-A-64101	Architecture	Mezzanine level Level Plan	Contract	P01	P01			
C131-URS-A-DDA-B071-2-63163	Architecture	Platform Level Wall setting out Plan	Contract	P01	P01			
C131-URS-A-DDA-B071-2-64102	Architecture	Platform Level Level Plan Sheet 1 of 3	Contract	P01	P01			
C131-URS-A-DDA-B071-2-64105	Architecture	Platform Level Level Plan Sheet 2 of 3	Contract	P01	P01			
C131-URS-A-DDA-B071-2-64106	Architecture	Platform Level Level Plan Sheet 3 of 3	Contract	P01	P01			
C131-URS-A-DDF-B071-1-63201	Architecture	Concourse level RCP	Contract	P03	P03			
C131-URS-A-DDF-B071-1-64201	Architecture	Concourse level BOH RCP	Contract	P03	P03			
C131-URS-A-DDF-B071-2-62201	Architecture	Platform level-General Arrangement reflected ceiling plan	Contract	P01	P01			
C131-URS-A-DDF-B071-2-64202	Architecture	Platform level-Reflected ceiling plan	Contract	P01	P01			
C131-URS-A-DDB-B071-Z-63301	Architecture	Section GL L/M (SOR NE)	Contract	P02	P02			
C131-URS-A-DDB-B071-Z-63303	Architecture	Cross section-Gridline64	Contract	P01	P01			
C131-URS-A-DDB-B071-Z-63304	Architecture	Section GL 60/61 (concourse elevation)	Contract	P02	P02			
C131-URS-A-DDB-B071-Z-63308	Architecture	Section GL 62/63 (lifts)	Contract	P01	P01			
C131-URS-A-DDB-B071-Z-63353	Architecture	Section GL M/L (SOR SW)	Contract	P03	P03			
C131-URS-A-DDB-B071-Z-83304	Architecture	Section GL M/N (POMS)	Contract	P02	P02			
C131-URS-A-DDD-B071-1-65402	Architecture	POMS room elevations	Contract	P02	P02			
C131-URS-A-DDD-B071-1-65404	Architecture	SOR elevation	Contract	P02	P02			
C131-URS-A-DDD-B071-1-65603	Architecture	SSO elevations	Contract	P02	P02			
C131-URS-A-DDC-B071-1-14502	Architecture	Kitchen cabinet elevations	Contract	P02	P02			
C131-URS-A-DDC-B071-1-64401	Architecture	Concourse SOR POMS elevations	Contract	P02	P02			
C131-URS-A-DDD-B071-1-65405	Architecture	Concourse level: elevation Staff Female WC/Shower facilities	Contract	P01	P01			
C131-URS-A-DDD-B071-1-65406	Architecture	Concourse level: elevation Staff Male WC/Shower facilities	Contract	P01	P01			
C131-URS-A-DDD-B071-1-66606	Architecture	Ceiling junction details	Contract	P02	P02			
C131-URS-A-DDD-B071-1-66613	Architecture	Mezzanine level: Access Hatch details	Contract	P01	P01			
C131-URS-A-DDD-B071-1-66614	Architecture	Cladding interface details	Contract	P02	P02			
C131-URS-A-DDD-B071-1-66617	Architecture	Concourse level Wall panelling details	Contract	P01	P01			
C131-URS-A-DDD-B071-1-66618	Architecture	Wall sections POMS SSO	Contract	P02	P02			
C131-URS-A-DDD-B071-2-65301	Architecture	Platform level: Long section Lift shaft and Lobby	Contract	P01	P01			
C131-URS-A-DDD-B071-2-65401	Architecture	Platform level: External Long elevations Lift shaft/Lobby/Stair 05	Contract	P01	P01			
C131-URS-A-DDD-B071-2-65402	Architecture	Platform level: Elevation Lift Lobby	Contract	P01	P01			
C131-URS-A-DDD-B071-Z-65621	Architecture	Concourse and Platform level: Stair 05 Plan Detail	Contract	P02	P02			
C131-URS-A-DDD-B071-Z-65622	Architecture	Stair 05 Long section details	Contract	P01	P01			
C131-URS-A-DDD-B071-Z-65623	Architecture	Stair 05 Cross section details	Contract	P01	P01			
C131-URS-A-DDD-B071_Z-66601	Architecture	Kitchen cabinet details	Contract	P01	P01			
C131-URS-A-DDD-B071_Z-66602	Architecture	Sink and POMS details	Contract	P02	P02			
C131-URS-A-DDD-B071_Z-66603	Architecture	Secure suite furniture details 1	Contract	P02	P02			
C131-URS-A-DDD-B071_Z-66604	Architecture	Secure suite furniture details 2	Contract	P02	P02			
C131-URS-A-DDD-B071_Z-66606	Architecture	SOR desk details 1	Contract	P02	P02			
C131-URS-A-DDD-B071_Z-66608	Architecture	SOR desk details 2	Contract	P02	P02			
C131-URS-A-DDD-B071-Z-66609	Architecture	Concourse level Ceiling detail interface	Contract	P01	P01			
C131-URS-A-DDD-B071_Z-66610	Architecture	Enquiries window details	Contract	P02	P02			
C131-URS-A-DDD-B071-Z-66611	Architecture	Floor and Fire-stopping details	Contract	P01	P01			
C131-URS-A-DDD-B071-Z-66612	Architecture	Floor threshold details	Contract	P02	P02			
C131-URS-A-DDD-B071-Z-66661	Architecture	LU door elevations:Sheet 1 of 2	Contract	P01	P01			
C131-URS-A-DDD-B071-Z-66670	Architecture	Door details 1	Contract	P01	P01			
C131-URS-A-DDD-B071-Z-66671	Architecture	Door details 2	Contract	P01	P01			
Specifications / Schedules / Reports								
C131-URS-A-TSC-B071-00024	Architecture	LU Station Final Scheme – Ironmongery Schedule	Contract	P01	P01			
C131-URS-A-RSP-B071-00011	Architecture	Architectural specification	Contract	P05	P05			
C131-URS-A-RSP-B071-00012	Architecture	TRS	Contract	P03	P03			
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C131-URS-S-DDD-B071 Z-25000	Structures	Blockwork Details Sheet 1	Contract	P02	P02	
C131-URS-S-DDA-B071 Z-06010	Structures	CER & Switchroom Demolition Plan	Contract	P02	P02	
C131-URS-S-DDA-B071 2-22201	Structures	Platform Level Plan of Slab Footings	Contract	P01	P01	
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C131-URS-S-DDA-B071 A-22401	Structures	Mezzanine Level Plan	Contract	P02	P02	
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C131-URS-S-DDJ-B071 Z-01007	Structures	General Notes	Contract	P02	P02	
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C131-URS-S-TSC-B071 0002	Structures	Builders Hole Lintel Schedule	Contract	P02	P02	
C131-URS-S-ITP-B071-0003	Structures	Inspection and Testing Plan - Structures Services Final Fit Out	Contract	P01	P01	
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C131- URS-E-DDA-B071 1-13111	Electrical	Concourse Level Cable Containment Layout - Final Scheme	Contract	P02	P02	
C131- URS-E-DDA-B071 1-13113	Electrical	Concourse Level Combined Cable Containment Layout Sheet 1 of 2 - Final Scheme	Contract	P02	P02	
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C131- URS-E-DDA-B071 1-13141	Electrical	Concourse Level Small Power Layout Sheet 1 of 3 - Final Scheme	Contract	P03	P03	
C131- URS-E-DDA-B071 1-13142	Electrical	Concourse Level Small Power Layout Sheet 2 of 3 - Final Scheme	Contract	P01	P01	
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C131- URS-E-DDA-B071 2-13117	Electrical	Platform Level - Basement Combined Cable Containment Layout - Final Scheme	Contract	P01	P01	
C131-URS-E-DDA-B071 2-13143	Electrical	Platform Level Small Power Layout Sheet 1 of 4 - Final Scheme	Contract	P01	P01	
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C131- URS-E-DDA-B071 2-13145	Electrical	Platform Level Small Power Layout Sheet 3 of 4 - Final Scheme	Contract	P01	P01	
C131- URS-E-DDA-B071 A-13111	Electrical	Mezzanine Level Cable Containment Layout - Final Scheme	Contract	P01	P01	
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C131- URS-E-DDC-B071 1-14001	Electrical	Concourse Level -Ticket Office Electrical layout Elevations - Final Scheme	Contract	P02	P02	
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C131- URS-E-DDC-B071 A-16160	Electrical	Mezzanine Level -Emergency Supply Switch Room Electrical Layout Elevations - Final Scheme	Contract	P01	P01	
C131-URS-E-DDC-B071 A-16161	Electrical	Mezzanine Level - Normal Supply Switch Room Electrical Layout Elevations - Final Scheme	Contract	P01	P01	
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C131- URS-E-DDE-B071 Z-10900	Electrical	Normal Supply Electrical Schematic Sheet 1 of 2 - Final Scheme	Contract	P02	P02	
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C131- URS-E-DDE-B071 Z-10902	Electrical	Emergency Schematic - Final Scheme	Contract	P03	P03	
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C131- URS-E-DDF-B071 1-13201	Electrical	Concourse Level Lighting Layout Sheet 1 of 3 - Final Scheme	Contract	P02	P02	
C131-URS-E-DDF-B071 1-13202	Electrical	Concourse Level Lighting Layout Sheet 2 of 3 - Final Scheme	Contract	P03	P03	
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C131-URS-E-DDF-B071-2-13208	Electrical	Platform Level Lighting Layout Sheet 4 of 5 - Final Scheme	Contract	P01	P01			
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C131-URS-E-DDL-B071-1-14000	Electrical	Concourse Level POM's Ticket office & SOR Small Power and Containment Layout - Final Scheme	Contract	P02	P02			
C131-URS-E-DDL-B071-2-14110	Electrical	Platform Level Cable Containment Layout - Final Scheme	Contract	P01	P01			
C131-URS-E-DDL-B071-2-14140	Electrical	Platform Level Small power Layout Sheet 4 of 4 - Final Scheme	Contract	P01	P01			
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C131-URS-E-RSP-B071-00010	Electrical	Final Scheme - Specification - Volume 7 A - Electrical Services Final Fit Out	Contract	Rev 04	Rev 04			
C131-URS-X-XCL-B071-50001	Electrical	LV CABLING CALCULATIONS FOR FFO	Contract	Rev 01	Rev 01			
C131-URS-E-XDS-B071-00003	Electrical	Final Scheme - Specification - Volume 7 A - Electrical Services Final Fit Out Data Sheets	Contract	Rev 01	Rev 01			
C131-URS-E-ITP-B071-00005	Electrical	Inspection & Test Plan - Electrical Services - Final Fit Out	Contract	Rev 01	Rev 01			
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C131-URS-E-DDE-B071-Z-10924	Comms	LU Paddington H&C Station Comms Systems PA/VA System Schematic LU Station - Final Scheme	Contract	P03	P03			
C131-URS-E-DDE-B071-Z-10920	Comms	LU Paddington H&C Station Comms Systems CCTV System Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10921	Comms	LU Paddington H&C Station Comms Systems Master Clock System Schematic LU Station - Final Scheme	Contract	P02	P02			
C131-URS-E-DDE-B071-Z-10922	Comms	LU Paddington H&C Station Comms Systems Intruder Alarm Detection System Schematic LU Station - Final Scheme	Contract	P01	P01			
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C131-URS-E-DDE-B071-Z-10926	Comms	LU Paddington H&C Station Comms Systems SMS/SCADA System Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10930	Comms	LU Paddington H&C Station Comms Systems VEID System Schematic LU Station - Final Scheme	Contract	P02	P02			
C131-URS-E-DDE-B071-Z-10935	Comms	LU Paddington H&C Station Comms Systems Lift Interface Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10942	Comms	LU Paddington H&C Station Comms Systems SCS System Schematic LU Station - Final Scheme	Contract	P02	P02			
C131-URS-E-DDE-B071-Z-10001	Comms	LU Paddington H&C Station Comms Systems Cabinet Speaker Wiring Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10002	Comms	LU Paddington H&C Station Comms Systems CCTV Camera JB Wiring Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10003	Comms	LU Paddington H&C Station Comms Systems Column Speaker Wiring Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10004	Comms	LU Paddington H&C Station Comms Systems Door Sensor Wiring Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-10005	Comms	LU Paddington H&C Station Comms Systems PHP Wiring Schematic LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDE-B071-Z-60948	Comms	LU Paddington H&C Station Comms Systems CCTV Rack Face Layout LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDA-B071-Z-10002	Comms	LU Paddington H&C Station Comms Systems SMS Rack Face Layout LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDA-B071-A-13135	Comms	LU Paddington H&C Station Mezzanine Level Comms Systems - PA/VA & Telecoms Layout LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDA-B071-1-13136	Comms	LU Paddington H&C Station Concourse Level Comms Systems - PA/VA & Telecoms Layout LU Station - Final Scheme	Contract	P03	P03			
C131-URS-E-DDA-B071-2-13135	Comms	LU Paddington H&C Station Platform / Basement Level Comms Systems - PA/VA & Telecoms Layout (Sheet 1 of 2) LU Station - Final Scheme	Contract	P02	P02			
C131-URS-E-DDA-B071-2-13137	Comms	LU Paddington H&C Station Platform / Basement Level Comms Systems - PA/VA & Telecoms Layout (Sheet 2 of 2) LU Station - Final Scheme	Contract	P01	P01			
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C131-URS-E-DDA-B071-2-13133	Comms	LU Paddington H&C Station Platform / Basement Level Comms Systems - CCTV Layout (Sheet 1 of 2) LU Station - Final Scheme	Contract	P01	P01			
C131-URS-E-DDA-B071-2-13134	Comms	LU Paddington H&C Station Platform / Basement Level Comms Systems - CCTV Layout (Sheet 2 of 2) LU Station - Final Scheme	Contract	P01	P01			
C131-URS-S-ITP-B071-00004-PO1	Comms	Comms Systems Inspection and Testing Plan	Contract	PO1	PO1			
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C131-URS-R3-RSP-B071-00001	Comms	LU Station Final Scheme - Station Management System User Requirement Specification	Contract	P02	P02			
C131-URS-O8-RSP-B071-00007	Comms	Addendum to LU Station Final Scheme -Specification - Volume 8 -Communications Systems	Contract	P02	P02			
C131-URS-R3-RSP-B071-00013	Comms	LU Station Final Scheme - Station Management System Design Specification	Contract	P02	P02			
C131-URS-R3-STP-B071-10009	Comms	LU Paddington H&C Station Comms Systems CCTV System Configuration Design LU Station - Final Scheme	Contract	P01	P01			
C131-URS-R3-STP-B071-10010	Comms	LU Paddington H&C Station Comms Systems PA/VA System Configuration Design LU Station - Final Fit Out	Contract	P01	P01			
C131-URS-R3-STP-B071-10011	Comms	LU Paddington H&C Station Comms Systems PHP System Configuration Design LU Station - Final Fit Out	Contract	P01	P01			
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C131-URS-R3-STP-B071-10013	Comms	LU Paddington H&C Station Comms Systems Telephone System Configuration Design LU Station - Final Fit Out	Contract	P02	P02			
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C131-URS-R3-TSC-B071-10005	Comms	LU Paddington H&C Station Comms Systems PA/VA System Field Equipment Schedule LU Station - Final Scheme	Contract	P02	P02			
C131-URS-R3-TSC-B071-10006	Comms	LU Paddington H&C Station Comms Systems PHP System Equipment Schedule LU Station - Final Scheme	Contract	P01	P01			
C131-URS-R3-TSC-B071-10007	Comms	LU Paddington H&C Station Comms Systems SCS System Equipment Schedule LU Station - Final Scheme	Contract	P02	P02			
C131-URS-R3-TSC-B071-10008	Comms	LU Paddington H&C Station Comms Systems IDS System Equipment Schedule LU Station - Final Scheme	Contract	P01	P01			
C131-URS-R3-TSC-B071-10009	Comms	LU Paddington H&C Station Comms Systems SMS System Equipment Schedule LU Station - Final Scheme	Contract	P02	P02			
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C131-URS-H-DDA-B071-1-14112	Mechanical	Concourse Level Cooling Layout (Low Level)	Contract	P02	P02			
C131-MMD-H-DDA-B071-1-14215	Mechanical	Concourse Level - Air Conditioning Layout High Level	Contract	P02	P02			
C131-URS-H-DDA-B071-1-15100	Mechanical	Concourse Level - Toilet Extract Layout	Contract	P02	P02			
C131-URS-H-DDA-B071-1-16105	Mechanical	Concourse Level - Supply/Extract Ventilation Layout sheet 1 of 2	Contract	P02	P02			
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C131-URS-H-DDA-B071-2-14402	Mechanical	Platform Level HVAC Layout	Contract	P01	P01			

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C131-URS-H-DDA-B071 2-14410	Mechanical	Platform Level - Basement - Air Conditioning Layout	Contract	P01	P01			
C131-URS-H-DDA-B071 A-14106	Mechanical	Mezzanine Level - HVAC Layout	Contract	P01	P01			
C131-URS-H-DDA-B071 A-14113	Mechanical	Mezzanine Level Cooling Layout	Contract	P01	P01			
C131-URS-H-DDA-B071 A-15104	Mechanical	Mezzanine Level Plant Rooms HVAC - Layout High Level	Contract	P01	P01			
C131-URS-H-DDA-B071 A-15105	Mechanical	Mezzanine Level Plant Rooms HVAC - Layout Low Level	Contract	P01	P01			
C131-URS-H-DDA-B071 B-14105	Mechanical	Roof Level - HVAC Layout	Contract	P01	P01			
C131-URS-H-DDA-B071 Z-14901	Mechanical	Cooling & Heating Schematic B (Concourse)	Contract	P02	P02			
C131-URS-H-DDE-B071 Z-14902	Mechanical	Cooling & Heating Schematic C (Mezzanine)	Contract	P01	P01			
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C131-URS-H-DDB-B071 1-04501	Mechanical	Concourse Level - HVAC Section Layout sheet 2 of 2	Contract	P01	P01			
C131-URS-H-DDB-B071 2-01405	Mechanical	Platform Level - HVAC Section	Contract	P01	P01			
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C131-URS-H-DDB-B071 A-04500	Mechanical	Mezzanine Level HVAC Section 01	Contract	P01	P01			
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C131-URS-H-DDD-B071 Z-16000	Mechanical	Typical HVAC Details - Motorised Smoke Dampers	Contract	P01	P01			
C131-URS-H-DDD-B071 Z-16002	Mechanical	Typical HVAC Details - Ductwork Supports	Contract	P01	P01			
C131-URS-H-DDE-B071 Z-10900	Mechanical	HVAC MCC - 01 & 02 - Panels Controls Diagrammatic	Contract	P01	P01			
C131-URS-H-DDE-B071 Z-14904	Mechanical	Platform Level CER - Split System Type Cooling System	Contract	P01	P01			
C131-URS-H-DDE-B071 Z-14905	Mechanical	General Extract Ventilation Schematic	Contract	P02	P02			
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C131-URS-P-DDA-B071 1-13112	PH	Concourse level - Below Slab Drainage & Vent Pipework Final Scheme	Contract	P01	P01			
C131-URS-P-DDA-B071 1-13115	PH	Concourse level - Above Slab Waste Pipework Final Scheme	Contract	P03	P03			
C131-URS-P-DDA-B071 1-13118	PH	Concourse level - Vent Pipework @ HL Final Scheme	Contract	P02	P02			
C131-URS-P-DDB-B071 Z-13112	PH	Drainage & Vent Pipework Sections Final Scheme	Contract	P01	P01			
C131-URS-P-DDD-B071 1-16002	PH	Concourse level - Male/Female Staff Shower/WC Hot and Cold Water Supply Final Scheme	Contract	P01	P01			
C131-URS-P-DDD-B071 1-16004	PH	Concourse level - TSS Kitchen/Mess roomTea Room & Cleaning Services Room Waste Pipework Layout Final Scheme	Contract	P03	P03			
C131-URS-P-DDD-B071 1-16011	PH	Concourse level - Male/Female Staff Shower/WC Waste Pipework Layout Final Scheme	Contract	P01	P01			
C131-URS-P-DDD-B071 1-16015	PH	Concourse level - Kitchen/Mess Room & SSO Waste Pipework Layout Final Scheme	Contract	P01	P01			
C131-URS-P-DDD-B071 1-16020	PH	Concourse level - TSS Kitchen/Mess roomTea Room & Cleaning Services Room Waste Pipework Layout Final Scheme	Contract	P03	P03			
C131-URS-P-DDE-B071 1-10900	PH	Concourse level - Soil Vent waste pipe Schematic Final Scheme	Contract	P02	P02			
C131-URS-P-DDE-B071 Z-10900	PH	Concourse level - H & C Station Domestic Hot & Cold Water Supply Schematic Schematic Final Scheme	Contract	P02	P02			
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C131-MMD-M-RSP-B071-00011	Mechanical	LU Final Spec - Vol.4 - Mech Serv Rev 2.1.	Contract	2.1	2.1			
C131-URS-M-RSP-B071-00011 Addendum	Mechanical	Addendum Rev 2 to Final Specification-Volume 4 Mechanical Services	Contract	rev03	rev03			
C131-MMD-M-RSP-B071-00012	Mechanical	Final Scheme Submission 4 - LU Final Vol5 - Mech Controls Spec	Contract	2	2			
C131-MMD-M-XDS-B071-00006	Mechanical	Final Scheme Submission 4 - LU Final Vol6 - Mech DataSheets	Contract	2	2			
C131-URS-M-ITP-B071-00006	MEP	Inspection and Testing Plan	Contract	P01	P01			
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C131-URS-M-DDA-B071 1-16120	Fire Systems	Concourse Level Fire Detection Layout Sheet 1 of 2	Contract	P04	P04			
C131-MMD-M-DDA-B071 1-16130	Fire Systems	Concourse Level Fire Rating & Compartmentation	Contract	P04	P04			
C131-URS-E1-DDE-B071-00001	Fire Systems	Typical Fire Interface Detail Damper Control Sheet 1 of 2	Contract	P04	P04			
C131-URS-M-DDA-B071 1-16115	Fire Systems	Concourse Level Sprinkler Layout	Contract	P04	P04			
C131-URS-E1-DDE-B071-00004	Fire Systems	Fire Detection Loop Schematic	Contract	P04	P04			
C131-URS-M-DDA-B071 2-16120	Fire Systems	Platform Level Fire Detection and Alarm Layout Sheet 1 of 2	Contract	P04	P04			
C131-URS-M-DDA-B071 2-16121	Fire Systems	Platform Level Fire Detection and Alarm Layout Sheet 2 of 2	Contract	P04	P04			
C131-MMD-M-DDA-B071 2-16115	Fire Systems	Platform Level Sprinkler Layout	Contract	P04	P04			
C131-URS-M-DDA-B071 A-16115	Fire Systems	Mezzanine Level Sprinkler Layout	Contract	P04	P04			
C131-URS-M-DDA-B071 2-16136	Fire Systems	Basement / platform Level Fire Main Layout Sheet 2 of 2	Contract	P04	P04			
C131-URS-M-DDA-B071 1-16100	Fire Systems	Concourse Level Fire Main Layout	Contract	P04	P04			
C131-URS-M-DDA-B071 A-16100	Fire Systems	Mezzanine Level Fire Main Layout	Contract	P04	P04			
C131-URS-09-DDL-B071 Z-00002	Fire Systems	Fire System Symbols Legend	Contract	P04	P04			
C131-URS-M-DDA-B071 1-16121	Fire Systems	Concourse level Fire Detection Layout Sheet 2 of 2	Contract	P04	P04			
C131-URS-M-DDA-B071 2-16122	Fire Systems	Platform Level Fire Detection Layout	Contract	P04	P04			
C131-URS-M-DDA-B071 A-16120	Fire Systems	Mezzanine Level Fire Detection Layout	Contract	P04	P04			
C131-URS-M-DDD-B071 Z-16121	Fire Systems	Typical Fire Interface Detail Aspirating Systems Sheet 2 of 2	Contract	P04	P04			
Specifications / Schedules / Reports								
C131-URS-09-ITP-B071-00007	Fire Systems	Fire Inspection & Test Plan	Contract	P01	P01			
C131-URS-09-STP-B071-00007	Fire Systems	Fire Systems Migration Strategy	Contract	P01	P01			
C131-URS-09-RSP-B071-00004	Fire Systems	Volume 9 Fire Systems Specification	Contract	P03	P03			
Combined Services								
Drawings								
C131-URS-M-DDB-B071 1-30000	Combined	Concourse Level Combined Services Sections Sheet 1 of 2	Contract	P02	P02			
C131-URS-M-DDB-B071 1-30001	Combined	Concourse Level Combined Services Sections Sheet 2 of 2	Contract	P01	P01			
C131-URS-M-DDB-B071 A-30000	Combined	Mezzanine Level Combined Services Sections	Contract	P01	P01			
C131-URS-M-DDF-B071 1-10100	Combined	Concourse Level - Reflected Ceiling Combined Services	Contract	P02	P02			
C131-URS-M-DDL-B071 1-10113	Combined	Concourse Level Combined Services Wall Penetrations Sheet 1 of 2	Contract	P02	P02			
C131-URS-M-DDL-B071 1-10114	Combined	Concourse Level Combined Services Wall Penetrations Sheet 2 of 2	Contract	P02	P02			

C131-URS-M-DDL-B071_1-16100	Combined	Concourse Level Combined Services Sheet 1 of 2	Contract	P02	P02			
C131-URS-M-DDL-B071_1-16101	Combined	Concourse Level Combined Services Layout Sheet 2 of 2	Contract	P02	P02			
C131-URS-M-DDL-B071_2-10103	Combined	Platform Level Combined Services Layout	Contract	P01	P01			
C131-URS-M-DDL-B071_2-10113	Combined	Platform Level Combined Services Wall Penetrations (sheet 1 of 2)	Contract	P01	P01			
C131-URS-M-DDL-B071_2-10114	Combined	Platform Level Combined Services Wall Penetrations (sheet 2 of 2)	Contract	P01	P01			
C131-URS-M-DDB-B071_2-30000	Combined	Platform Level Combined Services Section (1 of 3)	Contract	P01	P01			
C131-URS-M-DDB-B071_2-30001	Combined	Platform Level Combined Services Section (2 of 3)	Contract	P01	P01			
C131-URS-M-DDL-B071_A-10100	Combined	Mezzanine Level Combined Services	Contract	P01	P01			
C131-URS-M-DDL-B071_A-10113	Combined	Mezzanine Level Combined Services Wall Penetrations	Contract	P01	P01			
C131-MMD-M-DDL-B071_Z-10100	Combined	Services Riser Combined Services	Contract	P01	P01			
C131-MMD-M-DDL-B071_Z-10105	Combined	Services Riser Combined Services	Contract	P01	P01			

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Part 3 –Site Information



Paddington H & C Premises & Paving Works

Site Waste Management Plan

As per attached CD – 3, Listed below

Item	Reference	Description	Date
1	C131-URS-T1-STP-B071-00005	Paddington (PIP) Final Fit Out Site Waste Management Plan (SWMP)	May 2012



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Site Layout Drawings

As per attached CD – 3, Listed below

Item	Reference	Description	Date
1	1W0000-C1G04-U00-P-50023	PIP Compound Area Site Deliveries	23/12/09
2	C131-MMD-A-DDL-B071_2-62101	LUL Paddington H & C Station Platform Level General Arrangement Plan LU Station – Final Scheme	08/06/11
3		Sketch: CRL-LU FFO – 01 LU PC Area (From 5 Jan 2013) Basement Access to BOH / Concourse / Mezz Level	
4		Sketch: CRL-LU FFO-02 LU PC Area (From 5 Jan 2013) BOH – Concourse Level	

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Section 3 – Health, Safety and Environment



Paddington H & C Premises & Paving Works

3.1 Construction Phase Plan

As per attached CD 3 – Listed below

Item	Reference	Description	Date
1	PIP-1140-CNT-0045	Construction Phase Plan	26/09/12



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3.2 Pre Construction Information

As per attached CD – 3, Listed below

Item	Reference	Description	Date
1	PIP-1140-CNT-0044	Health, Safety and Environment Pre-Construction Information	26/09/12

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3.3 Appendices



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Appendix D Asbestos Survey Reports

As per attached CD – 3, Listed below

Item	Description	Reference	Date
1	Asbestos Survey Type II Paddington Station Hammersmith & City Works Platform 15 & 16	Report No. 4RS-DR-080404-R195826 Rev 1	24/11/08
2	Asbestos Survey Type III Specific Areas Only Paddington Suburban Station	Report No. 4RS-RW-080798-R205176	08/04/12
3	Type 2 Asbestos Survey of Paddington Station Proposed Trackside Electrical Equipment Work, LUL Connect Project	Report No: 4RS-AM-034740-R40376	23/05/12



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Appendix E HSE File Information

As per attached CD - 3, Listed below

Hex Immunisation

Item	Description	Reference	Date
1	Project Specific Health & Safety File, Location BRS Code M172, Paddington to Royal Oak, X093	M172 / X093	14/07/98
2	Project Specific Health & Safety File, Location BRS Code M171, Paddington Station Met, X093	M171 / X093	14/07/98

Information Booth

Item	Description	Reference	Date
3	Copy of e mail sent from the Principal Contractor, Subject; Asbestos at Paddington Information Booth	Email from Alan Rickerty sent 07/05/10 to John Tonry	07/05/10
	Electrical Services Small Power Layout Drawing Final		
	Electrical Services Elevation Details	SWN – M171 1341 – ELE D –ELV – x -50001	Mar 09
	Electrical Services Elevation Details	SWN – M171 1341 – ELE D –ELV – x -50002	Mar 09
	Electrical Services Lighting Layout	SWN – M171 1341 – ELE D –PLN – 2 - 50100	Feb 09
	Electrical Services Small Power Layout	SWN – M171 1341 – ELE D –PLN – 2 - 50200	Feb 09
	Electrical Services CMS Layout	SWN – M171 1341 – ELE D –PLN – 2 - 50300	Feb 09
	Electrical Services Sub Main Route and Elevation	SWN – M171 1341 – ELE D –PLN – X - 50001	Jul 09
	Refurbishment of Paddington	SWN – M171 1341 – ELE D –SCH – X -	Mar 09



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	Information Booth	50001	
	Refurbishment of Paddington Information Booth	SWN – M171 1341 – GEN D –OTH – X - 50001	Mar 09
	Refurbishment of Paddington Information Booth	SWN – M171 1341 – GEN D –OTH – X - 50002	Feb 09
	Site Waste Management Plan	YJLi-ENV-F05 Rev 02	30/08/09
	Kingfell Commissioning Certificate	1859-CC-FIR-NR111-43001	11/12/08
	Electrical Services Operations and Maintenance Manual	Margel/YJli/LUL/Padd/001	04/12/09
	Appendix E - Paddington Information Booth Drawing Register	-	
	Appendix F Red Line Drawings		
	Appendix H Distribution Board Schedule and Asset Register		
	Appendix I 01 A Line Installation Instructions	21 LFT 15339 Issue 4	Jun 07
	Appendix I 02 Technical Data	PG0190000IU	August 2009
	Appendix I 03 MEM Enclosed Switchgear and Motor Control	PG0190000IU	August 2009
	Appendix I 04 HRC Cartridge Fuselinks	PG0190000IU	August 2009
	Appendix I 05 Crabtree Tech Data		
	Appendix I 07 Prsystmian Power Cables – Standard Power Cables Low Voltage (600 / 1000v)	BS 5467/06/01	
	Appendix I 08 A Line Polycarbonate Cover		October 2008
	Appendix I 10 Legrand Steel Primer Trunking Systems		
	Appendix I 11 Industrial Gland Kits	CW / 03 /07	
	Appendix I 12 Silver Series Lightspot	D 4067E	
	Appendix I 05 Trent Switches: Technical Data Sheet Trent Range Die Cast Enclosed section (25a –		



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	40a)		
	Appendix I 14 Kopex Flexible Conduit: Kopex Technical Data Sheet		
	MSZ-FD 25 – 35VA Operation Manual	SG 79F 181H03	
	Health & Safety File: Paddington Information Booth – M171		30/06/10
	Define3d Type 3 Survey for Asbestos Materials & Lead in Paint Analysis	Report No. 71429-001	January 2009
	Waste Transfer Notes from Country style Recycling Ltd	042684 & 044112	30/09/09 & 02/11/09

RVAR S7 Project

Item	Description	Reference	Date
	Project Completion & Handover Certificate; Stations Delivery Programme, RVAR S7 Project – Paddington (H&C) Station UIP 2048	STN-UIP2048-LUL-CTF-00011	05/01/11
	Health & Safety File Rail Vehicle Accessibility Regulations (RVAR) Solutions	STN-UIP2048-LUL-HSF-00000	16/05/11

Skanska

Item	Description	Reference	Date
	10054 SAT Inspection & Test Complete: Inspection & Test Record LV Feeder Pillar	10054	27/10/10
	20101112150204359: Schedule of Circuit Details for the Installation 20200982 - Master		
	3075-E001: Drawing Paddington	E001	02/11/10



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	Escape Bridge Lighting Lux Levels		
	3075-E002: Drawing 7 Car Extension Lighting Lux Levels	E002	02/11/10
	7 Car Bridge Test Cert: Electrical Installation Certificate	20200982 Master	28/10/10
	A053956-003-Platform Extension - Proposed – 9: Drawing	A053956 – 003 Rev 9	11/11/09
	A057389-E-28-2102: Drawing	A057389 – 2102 Rev 04	15/09/10
	A057389-E-28-2103: Drawing	A057389 – 2103 Rev 01	17/11/10
	A057389-E-28-2300: Drawing	A057389 – 2300 Rev 04	15/04/10
	A057389-E-28-2301: Drawing	A057389 – 2301 Rev 04	15/04/10
	7 car cert e brid: Emergency lighting completion certificate	0202169	28/10/10
	Feeder Pillar Earthing: Diagram	D004 A	Sep 2010
	As built 130211: As built drawings Paddington Bridge	GA01	02/06/10
		GA02	02/06/10
		GA03	02/06/10
		GA04	03/06/10
		GA05	07/05/10
		GA06	27/07/10
		GA07	24/08/10
		MP01	20/06/10
		MP02	20/06/10
		MP03	17/08/10
	DRG LIST;		
	GA01C Column Layout		
	GA02C Walkway and Landings		
	GA03C Sectional Views		
	GA04C Sectional Views		
	GA05B Elevations		
	GA06B Permanent Props		
	GA07H Escape Door		
	MP01D Marking Plan		
	MP02D Marking Plan		



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	MP03A Marking Plan		
	Electrical Installation Certificate	20200982 Master	28/10/10

Pro - formas:

Item	Description	Reference	Date
	790B9D20: Asbestos Survey for Infraco SSL Limited at Paddington (City) Station	4697S01	14/07/02
	AC-11-42-02 Paddington: Asbestos Control Unit Form ACU1 (RINF) Asbestos Registration and Request for Information	AC/11/42/02	17/01/11
	Consented PIP Section 61 variation – 5: Variation from section 61 consent	C271/05	21/10/10
	Health – safety – environment policy: Health Safety & Environment Policy	1-01102-001 Issue No A3	Jan 2010
	QUENSH Menu: UIP 1140 Lift Procurement	1.552-A13	
	R195826. Rev 1; Asbestos Survey Report, See Appendix D item 1	Report No. 4RS-DR-080404-R19526 Rev 1	24/11/08
	R195826: Asbestos Survey Report	Report No. 4RS-DR-080404-R19526	21/10/08
	Section 61 – Example previous accepted: Control of Pollution Act 1974, s. 61, Prior Consent in respect of Works on Construction Sites	09/34432/ENCP61/09/00608/CP61C	15/05/09
	Template for supply chain HSE reporting: Periodic Supplier SQE Report		



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18/09/09 Boon Drawings

Item	Description	Reference	Date
	Paddington Canopy.007 – Bracket: Drawing Proposed Bracket Fixing to Temporary Canopy	007	Aug 09
	Paddington E9.008 – Switchgear Plan: Drawing New E9 Elevation and Side View Reconfigured Switchgear	008	Aug 09
	Paddington Integrated Project Feeder Pillar 004 – FEEDER PILLAR: Drawing New Feeder Pillar for Escape Staircase	004	Aug 09

Boon (WYG) – Containment CMS Drawings 13/01/10

Item	Description	Reference	Date
	A057389-E-28-2500: Drawing Primary Containment Routes Platform 15 & 16	2500 Revision 05	05/08/09
	A057389-E-28-2508: Drawing Primary Containment Routes CER and Electrical Equipment Room	2508 Rev 06	25/09/09
	A057389-E-28-2509: Drawing Paddington Integrated Project Enabling Works	2509 Rev 00	11/01/10

Electrical Design

Item	Description	Reference	Date
	A053956-E-28-2000-Rev A: Drawing Existing and Proposed Main and Sub Main Schematic	2000 Revision A	22/06/09



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	A053956-E-28-2200-Rev B: Drawing Proposed Small Power Layout Sheet 1	2200 Revision A	20/04/09
	A053956-E-28-2201-Rev B: Drawing Proposed Small Power Layout Sheet 2	2201 Revision A	20/04/09
	A053956-E-28-2300-Rev A: Drawing Proposed Comms, CCTV and pa systems layout sheet 1	2300 Revision A	22/04/09
	A053956-E-28-2301-Rev A: Drawing Proposed Comms, CCTV and pa systems layout sheet 2	2301 Revision A	22/04/09

Emergency Lighting and Fire Alarm and Proposed Containment

Item	Description	Reference	Date
	SKANSKA CC042 – Drawings for approval emergency lighting fire alarm and containment systems; Contractors Communication; list of drawings	PSEF 0337	19/05/09
	A053956-E-28-2100 Rev D: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout	2100 Revision D	20/04/09
	A053956-E-28-2101 Rev D: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout sheet 2	2101 Revision D	20/04/09
	A053956-E-28-2500 Rev E: Drawing Proposed Containment Layout Sheet 1	2500 Revision E	20/04/09
	A053956-E-28-2501 Rev E: Drawing Proposed Containment Layout Sheet 2	2501 Revision E	20/04/09
	PSEF0337 – MR Review log –		



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	190509:		
	A053956-E-28-2502 Rev D; Drawing Typical proposed containment sections B-H	2502 Revision D	20/04/09
	A053956-E-28-2503 Rev B; Drawing Typical proposed containment sections J-R	2503 Revision B	15/05/09
	A053956-E-28-2100: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout sheet 1	2100 Revision A	22/04/09
	A053956-E-28-2101: Drawing Proposed Lighting and Emergency Lighting and Fire Alarm Layout sheet 2	2101 Revision A	22/04/09
	A053956-E-28-2500 Rev B (22.04.09): Drawing Proposed Containment Layout Sheet 1	2500 Revision B	22/04/09
	A053956-E-28-2501 Rev B (22.04.09): Drawing Proposed Containment Layout Sheet 2	2501 Revision B	22/04/09
	A053956-E-28-2502 Rev B (22.04.09): Drawing Typical Proposed Sections	2502 Revision B	22/04/09
	A053956-E-28-2200 Rev C: Drawing Proposed Small Power Layout Sheet 1	2200 Revision C	20/04/09
	A053956-E-28-2201 Rev C: Drawing Proposed Small Power Layout Sheet 2	2201 Revision C	20/04/09
	A053956-E-28-2300 Rev A: Drawing Proposed Comms, CCTV and pa systems layout sheet 1	2300 Revision A	22/04/09
	A053956-E-28-2301 Rev B: Drawing Proposed Comms, CCTV and pa	2301 Revision B	22/04/09



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	systems layout sheet 2		
	A053956-E-28-2504 Rev A: Drawing Over Track Crossing Proposed Containment Systems	2504 Revision A	09/06/09
	PSEF0337 – MR – RVIEW LOG – 100609 rev C:		
	A053956-E-28-2000 Rev B: Drawing Existing and proposed main and sub main and earthing schematic	2000 Revision B	22/05/09

Information Booth Drawings 24.09.09

Item	Description	Reference	Date
1	auk-m171-1341-arc-d-elv-2-00009 F: Drawing Refurbishment of Information Booth Supervisors Office Elevations	AUK-M171-1341-ARC-DRW-00009 Revision F	10/09/09
2	auk-m171-1341-arc-d-elv-2-00010 E: Drawing Refurbishment of Information Booth Information Booth Elevations	AUK-M171-1341-ARC-DRW-00010 Revision E	10/09/09
3	SWM-M171-1341-ELE-D-ELV-X- 50001: Drawing Refurbishment of Paddington Information Booth Electrical Services Elevation Details	SWM-M171-1341-ELE-D-ELV-X-50001 Revision 3	July 09
5	SWM-M171-1341-ELE-D-ELV-X- 50002: Drawing Refurbishment of Paddington Information Booth Electrical Services Elevation Details	SWM-M171-1341-ELE-D-ELV-X-50002 Revision 2	July 09
5	swn-m171-1341-ele-d-pln-2-50100: Drawing Refurbishment of Paddington Information Booth Electrical Services Lighting Layout	swn-m171-1341-ele-d-pln-2-50100 Revision 3	July 09



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6	swn-m171-1341-ele-d-pln-2-50200: Drawing Refurbishment of Paddington Information Booth Electrical Services Small Power Layout	SWN-M171-1341-ELE-D-PLN-2-50200 Revision 3	July 09
7	swn-m171-1341-ele-d-pln-2-50300: Drawing Refurbishment of Paddington Information Booth Electrical Services CMS Layout	SWN-M171-1341-ELE-D-PLN-2-50300 Revision 3	July 09
8	SWM-M171-1341-ELE-D-PLN-X- 50001: Drawing Refurbishment of Paddington Information Booth Electrical Services Sub Main Route and Elevation	SWM-M171-1341-ELE-ELV-X-50001 Revision 2	July 09
9	SWM-M171-1341-ELE-D-SCH-X- 50001: Drawing Refurbishment of Paddington Information Booth Distribution Schematic Elevation	SWM-M171-1341-ELE-SCH-X-50001 Revision 2	July 09
10	swn-m171-1341-gen-d-oth-x-50001: Drawing Refurbishment of Paddington Information Booth Electrical Services Standard Symbols Sheet 1 of 2	SWM-M171-1341-GEN-D-OTH-X-50001 Revision 2	July 2009
11	swn-m171-1341-gen-d-oth-x-50002: Drawing Refurbishment of Paddington Information Booth Electrical Services Standard Symbols Sheet 2 of 2	SWM-M171-1341-GEN-D-OTH-X-50002 Revision 2	July 2009

