

London Construction Programme on behalf of the London Borough of Haringey

Dynamic Purchasing System for construction related multi-disciplined professional services (DPS)

Service Category Disciplines and Summaries

Version Control

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Contents

Introduction	4
Scope of Works – All Lots.....	6
General Requirements	6
Ancillary Services	9
Architectural and Urban Planning.....	10
Asbestos Advisory Services and Surveys	12
BREEAM Assessors	13
Building Surveying Services.....	14
Civil and Structural Engineering Services	15
Construction Health and Safety Advisor (CDM 2015) Services	16
Construction Project Management Services.....	17
Construction Related Multi-Disciplinary Services.....	18
Environment, Sustainability and Waste.....	20
Fire Services.....	21
General Advice on Estates and Property Management	22
Highways and Transport Services	25
Mechanical and Electrical Services	26
Public Realm and Landscape	27
Quantity Surveying Services	28
Site Supervisor/Clerk of Works for Construction Projects.....	29
Specialist Environmental Surveys	30

Introduction

This document forms part of the Invitation to Participate and must be read in conjunction with all other documents.

This Procurement is for the establishment of a Dynamic Purchasing System for construction related multi-disciplined professional services for use by the London Construction Programmes current and future members and other Public Sector Contracting Bodies across the UK as set out in the OJEU notice. This document outlines the scope of the Requirements that Suppliers appointed to the DPS must be able to provide.

The DPS is divided into eighteen main Service Categories as detailed below:

1. Construction related Multi- Disciplinary Services
2. Construction Project Management Services
3. Highways and Transport Services
4. Public Realm and Landscape
5. Architectural and Urban Planning
6. Mechanical & Electrical Services
7. Civil & Structural Engineering Services
8. Quantity Surveying Services
9. Building Surveying Services
10. Construction Health and Safety Advisor (CDM 2015)
11. BREEAM Assessors
12. Specialist Environmental Surveys
13. Asbestos Advisory Services and Surveys
14. Site Supervision/Clerk of Works for Construction Projects
15. Environmental, Sustainability & Waste
16. Fire Services
17. General Advice on Estates, Property and Housing Management
18. Ancillary Services

This DPS is being established to provide public sector organisations with a compliant procurement route for their Construction and Development professional service's needs. The DPS is intended to provide for professional services for any size of project from small discrete works through to large-scale developments and therefore all Construction Related Service Organisations from SME's through to large Companies are encouraged to participate.

The DPS is intended to cover all multi-disciplinary services required for construction and development work including but not limited to multi-disciplinary services required new build, demolition, renovation and refurbishment, extensions, conversions, repair and maintenance and property finance and sale.

The DPS is divided into Service Categories, which outline the basis of characteristics of procurements that may be undertaken under the appropriate category.

When a Contracting Body has a specific requirement, it will issue a Call for Competition to all Service Provider admitted to the DPS within the relevant category, detailing the precise requirements. Service Providers are under no obligation to respond and can decide whether they wish to participate in each call for competition.

There is no guarantee that any Call-off Contracts will be placed under the DPS Supplier Agreement by any of the Contracting Bodies.

Scope of Works – All Lots

General Requirements

Best Practice

Suppliers admitted to the DPS are expected to demonstrate Best Practice at all times when appointed by members following a DPS call for competition (“Further Competition”).

Health and Safety

The Suppliers and all persons (including sub-Contractors) employed by them on the provision of construction related multi-disciplinary service shall comply fully with the Health and Safety at Work Act 1974 and all relevant Health and Safety legislation.

Construction (Design and Management) Regulations 2015 (CDMC 2015)

The Construction (Design & Management) Regulations (CDMC 2015) are the main set of regulations for managing the health, safety and welfare of construction projects. Suppliers are required to comply with the relevant legal Duties under CDMC 2015 as appropriate to their role and responsibilities within any Call-off Contract.

CDMC applies to all building and construction work and includes new build, demolition, refurbishment, extensions, conversions, repair and maintenance.

Suppliers providing services on **all projects** must:

- Make sure the client is aware of the client duties under Construction (Design and Management) Regulations 2015 before any work starts.
- Plan, manage and monitor all work carried out by themselves and their workers, considering the risks to anyone who might be affected by it (including members of the public) and the measures needed to protect them.
- Check that all workers they employ or appoint have the skills, knowledge, training and experience to carry out the work, or are in the process of obtaining them.
- Make sure that all workers under their control have a suitable, site-specific induction, unless this has already been provided by the principle Contractors.
- Provide appropriate supervision, information and instructions to workers under their control.
- Ensure they do not start work on site unless reasonable steps have been taken to prevent unauthorised access.
- Ensure suitable welfare facilities are provided from the start for workers under their control and maintain them throughout the work.
- Carry out regular health and safety audits/inspections. Reports detailing the findings shall be forwarded electronically to the CDMC and/or Principal Designer and shall be included within the Contractors monthly report for discussion at project meetings.

In addition to the above responsibilities, Suppliers working on **projects involving multiple disciplines** must:

- Coordinate their work with the work of others in the project team.
- Comply with directions given by the principal designer or principal Contractor.
- Comply with parts of the construction phase plan relevant to their work.

Risk Management

Suppliers need to manage the risks associated with carrying out the construction related services for works described in the scope of requirements effectively. Suppliers encouraged to integrate good practice into their day-to-day operations. BS ISO 31000 is the international standard for Risk Management providing comprehensive principles and guidelines to help organisations with their risk analysis and risk assessments.

Minimum Qualifications

Suppliers must ensure that their work force have the necessary qualifications and holds any relevant certification that demonstrates their ability to undertake tasks in their profession.

Equivalent qualifications are acceptable, but the Suppliers must be able to provide justification and evidence that the alternative proposed qualification and experience meets the requirement detailed.

Note that contracting bodies may choose to validate during Further Competition the minimum qualifications of directly employed employees (and where appropriate Sub-Contractors) identified to provide services on specific call off contracts.

Suppliers are encouraged to hold certification, trade body membership and/or third-party accreditations that demonstrates the capability of the work they are undertaking.

Regulations and Standards

Suppliers must comply with all Legislation and any other general or specific regulations and/or law that applies to the construction industry or trade as may be updated from time to time.

It is desirable that Suppliers hold accreditations to the relevant standards appropriate to the Service Categories including but not limited to:

- ISO 9000 family - Quality Management Systems
- ISO 14000 family - Environmental management
- OHSAS 18001 - Health & Safety Management
- ISO 45001 – Occupational health & safety

However, LCP Members can ask for additional certifications applicable to the scope of works at the Call Off stage.

Planning Requirements

Ensure all Planning requirements are met and complied with as required.

Standard Forms of Contract

Standard forms of appointment for consultants are available and can be used by the LCP Member, a range of which are listed below but which may be substituted for an LCP Members own depending of the Service of Requirements of the public sector body.

- ACA SFA 2010: ACA Standard Form of Agreement for the Appointment of an Architect
- RICS Standard Form of Consultants appointment
- B103 –Appointment of a Structural Engineer
- B100- Appointment of Professional Consultant
- NEC Professional Services Contract
- RIBA Standard Agreement 2010-Consultant
- CIC conditions of contract for appointment of consultants on major building projects
- ACE Agreements
- SCALA (Society of Chief Architects of Local Authorities)
- JCT Pre Construction Services Agreement
- JCT Consultancy Agreement
- NEC Consultancy Agreement
- Any bespoke Consultancy Agreement.

Ancillary Services

This service category provides for various ancillary skills that do not naturally fall under any of the preceding service categories.

Architectural Services for outdoor area
Office support services
Interior Design Services
Landscape Architecture Services
Artificial and natural lighting engineering services for buildings
Transport systems consultancy services
Energy and related services
Urban planning services
Authorising Engineers and Regulatory Consultancy
Computer Graphics & Modelling
Educational, Scientific, Information Services

Architectural and Urban Planning

This service category provides for all skills related to and required by a project at the design phase.

Work under this service category may include but is not limited to: Interpretation of the client project brief, feasibility and options appraisals, concept design, master planning, production of feasibility stage drawings and renders, building information modelling (BIM), interior design, health and safety consultancy, production of tender stage drawings, production of engineering drawings, production of variation drawings as required during construction phase, production of as-built drawings post-construction.

Architectural and related services
Architectural Construction Engineering Services
Architectural Design Services
Landscape Architectural Services
Architectural Services for Buildings
Acoustic Consultant Services
Client design advice services
Furniture, fixtures and equipment consulting services
Information and communications technology consulting services
Interior design services
Lighting design services
Security consultant services
Structural waterproofing consultant services
Acoustics engineer services
3D modelling services
Record drawing services
Interior Design and Artwork Services
Modelling and Mock-up services
Urban Planning

Asbestos Advisory Services and Surveys

This service category provides for all skills related to asbestos surveys, for both existing buildings and sites.

Work under this service category may include but is not limited to: Asbestos assessment services, asbestos abatement advice, asbestos removal works, asbestos training

Building fabric consultancy services

BREEAM Assessors

This service category provides for all skills related to BREEAM assessors, for the assessment of both existing buildings and projects in design.

Work under this service category may include but is not limited to: Design assessment, materials assessment, environmental impact assessment, existing building assessment

Environmental issues consultancy services

Environmental assessments services

Building Surveying Services

This service category provides for all skills related to building surveying, from project consultation to handover.

Work under this service category may include but is not limited to: Condition surveys, feasibility studies, new building design, building refurbishment design and specification, acquisition surveys, dilapidation surveys, legal oversight and compliance, employers agent duties, contract administration

Building surveying services
Building Inspection Services
Quantity Surveying Services
Building inspections services (for building regulations approval)
Party wall surveyor services
Rights of light surveyor services
Thermal modelling services
Insurance claims consultancy services
Planning appeals
Building Control Submissions

Civil and Structural Engineering Services

This service category provides for all skills related to and required to design and oversee structural and civil engineering elements of a construction project.

Work under this service category may include but is not limited to: Structural surveys, load assessments, materials testing (both existing and proposed), material specifications, tender preparation, technical feasibility studies, develop detailed design of structural/civil work elements

Structural Engineering consultancy services
Civil Engineering Consultancy Services
Demolition consulting services
Drainage Engineer consultancy services

Construction Health and Safety Advisor (CDM 2015) Services

This service category provides for all skills related to construction health and safety services, from project consultation to handover.

Work under this service category may include but is not limited to: health and safety documentation, health and safety assessments, method statements, risk assessments, site inspection, HSE legislation advice, condition surveys, feasibility studies, new building design, building refurbishment design and specification, acquisition surveys, dilapidation surveys, legal oversight and compliance, employers agent duties, contract administration

Health & Safety Services
Building Surveying Services

Construction Project Management Services

This service category provides services specifically for the construction phase of projects, with client-side disciplines represented.

Work under this service category may include but is not limited to: Project planning, programme management, feasibility studies, planning and building control advice, specialist design services, site assessments including site/ground investigations, setting out inspection, materials quality inspection, staged inspection and payment authorisation, design and specifications, master planning, tendering, value engineering, contract administration, supply chain management and stakeholder management, construction quality supervision, project budget supervision and management, handover management.

Construction Project Management Services
Clerk of Works
Construction Management
Health & Safety Services
Quantity Surveying Services
Employers Agent
Clients representative services
Management contracting services
Planning consultant services
Programme consultant services
Specification writing services

Construction Related Multi-Disciplinary Services

This service category provides senior level construction related multi-disciplinary services, for use on projects where a full range of expertise is required. The range of skills available in this service category allows comprehensive oversight of a project from initial consultation through to handover, with architectural, design, management, health and safety, engineering and quantity surveying services amongst those represented.

The use of a multi-disciplinary team on complex projects allows the development of holistic solutions through utilising combined skills where engagement as a series of individual teams would be less efficient in terms of time and cost.

The size of scope of projects will vary from small scale through to major sites, with associated variations in project complexity and value.

Work under this service category may include but is not limited to: Civil engineering, structural engineering, building services engineering, bid writing services, quantity surveyor services, programme manager services, lead consultant services, sustainability consultant, architectural design, landscape architecture, clerk of works, building surveying, estate management, asbestos consultancy, water safety consultancy – including legionella, sports and leisure, healthcare.

Construction Project Management Services
Architectural Construction Engineering Services
Architectural Design Services
Architectural and related services
Landscape Architectural Services
Architectural Services for Buildings
Determining and Listing of quantities in Construction
Structural Engineering Services
Civil Engineering Consultancy Services
Engineering Design Services for M&E installation for buildings
Building Services
Clerk of Works
Construction Management
Health & Safety
Quantity Surveying Services

Employers Agent
Topographical Services
Master planning services

Environment, Sustainability and Waste

This service category provides for all skills related to environmental, sustainability and waste for construction projects.

Work under this service category may include but is not limited to: Site surveys, materials sampling, design assessments, sustainability assessments, waste management plans, risk assessments, site surveying

Environmental issues consultancy services

Geotechnical engineering services

Fire Services

This service category provides for all skills related to fire prevention and consultancy, both for existing and proposed sites.

Work under this service category may include but is not limited to: Risk assessments, materials testing, risk assessments, fire alarm specification, fire evacuation plans

Fire prevention services
Fire and explosion protection and control consultancy services
Fire engineering consultant services
Lightning Protection consultant services

General Advice on Estates and Property Management

This service category provides for all skills related to estate and building management, including sales and development advice for undeveloped sites and existing properties.

Work under this service category may include but is not limited to: Strategic property advice, acquisitions and sales, acquisition surveys, dilapidations surveys, rent reviews and advice, lease negotiations, agreements and renewals, property portfolio advice, business case preparation

Real estate services with own property
Development services of real estate
Development of residential real estate
Development of non-residential real estate
Buying and selling of real estate
Building sale or purchase services
Building sale services
Building purchase services
Land sale or purchase services
Land sale services
Vacant-land sale services
Land purchase services
Vacant-land purchase services
Sale of real estate
Sale of residential real estate
Sale of non-residential estate
Letting services of own property
Renting or leasing services of own property
Residential property renting or leasing services
Non-residential property renting or leasing services

Real estate agency services on a fee or contract basis
Building rental or sale services
Residential building rental or sale services
Land rental or sale services
Land rental services
Vacant-land rental or sale services
Property management services of real estate on a fee or contract basis
Residential property services
Institution management services
Non-residential property services
Land management services
Commercial property management services
Industrial property services
Housing services
Energy-efficiency consultancy services
Building-fabric consultancy services
Building consultancy services
Building services consultancy services
Building surveying services
Building-inspection services
Fire and explosion protection and control consultancy services
Health and safety consultancy services
Quantity surveying services
Technical analysis or consultancy services
Consulting services for water-supply and waste consultancy
Administrative development project services

Sales and purchases recording services
Performance review services
Advertising and marketing services
Auction services
Procurement consultancy services
Evaluation consultancy services
Project-management services other than for construction work
Design support services
Contract administration services
Environmental standards other than for construction
Environmental indicators analysis other than for construction
Environmental monitoring other than for construction
Urban environmental development planning
Consulting services for water-supply and waste-water other than for construction
Residential property services
Commercial property management services
Real estate services with own property
Building sale or purchase services
Fire and explosion protection and control consultancy services
Corporate environmental auditing services
Letting services of own property
Land rental or sale services
Building consultancy services
Building surveying services
Facilities management
Post-occupancy evaluation services

Property Valuation

Highways and Transport Services

This service category provides for all skills related to and required by a highway or transport services project, from consultancy through to handover.

Work under this service category may include but is not limited to: Pre-construction and project management, design planning and estimating, site establishment and preparation works, site surveying including environmental surveying, design including structural design, project management and delivery, traffic modelling

Consultative engineering and construction services
Civil engineering consultancy services
Engineering design services for the construction of civil engineering work
Environmental engineering consultancy services
Structural Engineering Services
Urban planning and landscape architectural services
Construction Project Management Services
Health & Safety
Quantity Surveying Services
Determining and Listing of quantities in Construction
Topographical Services
Health & Safety Services
Building Surveying Services
Construction site supervision services
Clerk of Works
Transport / Traffic engineer consultant services
Highways, fencing and gates design services

Mechanical and Electrical Services

This service category provides for all skills related to and required to design mechanical and electrical services for new buildings or changes to existing buildings

Work under this service category may include but is not limited to: Feasibility studies and options appraisals, energy assessments, mechanical design, electrical design, fire alarm and suppression equipment feasibility assessment, lift maintenance

Engineering Design Services for M&E installation for buildings
Services engineer
Access Consultant
Consulting Engineer
Information and communications technology consulting services
Acoustics engineer services
Connections to statutory utilities consulting
Lift engineer services
Vibration Control consultant services

Public Realm and Landscape

This service category provides for all skills related to and required by a public realm or landscape project, from consultancy through to handover.

Work under this service category may include but is not limited to: Site surveying, landscape, site layouts and ergonomics, engineering and structural design for both urban and rural spaces, management and maintenance schedules, quantity surveying and architectural services for historic/listed buildings.

Architectural Services for Buildings including Historic/Listed Buildings
Landscape Architectural Services
Interior Design Services
Computer Graphics & Modelling
Quantity Surveying Services
Engineering Design Services for M&E installation for buildings
Structural Engineering consultancy services
Civil Engineering Consultancy Services
Urban planning services
Waste Management Consultant services

Quantity Surveying Services

This service category provides for all skills related to quantity surveying, from project consultation to handover.

Work under this service category may include but is not limited to: Tender preparation, tender assessment, material price forecasting, options appraisals, value engineering, track and cost design changes, valuation of work completed on site, cost consulting

Quantity Surveying Services
Determining and Listing of quantities in Construction
Cost Consultant Services

Site Supervisor/Clerk of Works for Construction Projects

This service category provides for all skills related to site supervision and clerk of works disciplines, for construction projects.

Work under this service category may include but is not limited to: Site supervision, health and safety supervision, materials inspections, quality inspections, progress monitoring, sampling and testing,

Construction site supervision services
Clerk of Works
Client's representative services
Contract administrator services
Employers BIM advisor services

Specialist Environmental Surveys

This service category provides for all skills related to specialist environmental surveys, for both existing buildings and sites.

Work under this service category may include but is not limited to: Map production, condition surveying, staged condition surveying, 3D modelling, animated videos, site investigations, utility studies, ground investigations, site stability assessments, site conditions risk assessments

Topographical Services
Geotechnical engineering services
Archaeologist services
Chartered environmentalist services
Ecologist services
Environmental consultant services