

THE BRIEF FOR THE PROVISION OF SWATH BATHYMETRY TO IHO ORDER 1A

Scheme Title	Northeast Regional Coastal Monitoring Programme
Employer's Address	Scarborough Borough Council, Town Hall, St Nicholas Street Scarborough, North Yorkshire, YO11 2HG
Nominated Employer's Representative	Mr Robin Siddle
Survey Title	MBNE 01 Sandsend to Bempton
Purpose of Survey	Swath bathymetry survey of coastal and nearshore area
Specification	Maritime and Coastguard Agency's UK Civil Hydrography Programme Survey Specification, Technical Requirement A, August 2013
Survey Schedule	The survey window is 01 April 2016 to 31 October 2016
Tender Submission Date	See the invitation to tender letter
Contract Completion Date	31 March 2017

This document details the specific requirements for conducting a hydrographic survey for the Northeast Regional Coastal Monitoring programme as well as in support of the UK Civil Hydrography Programme, thereby satisfying the requirements of both organisations.

Note that the terms "Work Package" and "Hydrographic Instruction [HI]" may be considered as interchangeable in this document. A Work Package will be allocated an HI number on award of contract.

1. Variations to Specification

The following sections and clauses in the Specification are excluded from this contract:

Section B1

Section B2

Section B4.3.6

Clause B4.7.1

The following clauses in the Specification are replaced by:

Clause	Subject	Variation
B4.7.3	Labelling of records & deliverables	Project Name: UK Civil Hydrography Programme/NE Regional Coastal Monitoring Programme HI name: As detailed in each Hydrographic Instruction Each rendered item of digital data shall include the project name, HI name and HI number.
B4.7.15	Copyright	All data and accompanying documents and records, both working and fair, originating from the survey become the property of Scarborough Borough Council and must be handed over on demand. Where appropriate, they are to carry the following official markings: COPYRIGHT Scarborough Borough Council [year]. All data collected under this contract will be made freely available and free to all, via the internet

Two additional lines will be added to the front page of the Report of Survey as follows:

General Area	
Name of Survey	
Area/Block number	
Unit Name	
Company	
Charge Surveyor	
Start Date of Survey	
End Date of Survey	
Scale (if applicable)	
Recommended survey category	
HMOG	
Report Version	
Copyright	Scarborough Borough Council [year]
Acknowledgement	Northeast Regional Coastal Monitoring Programme

2. Location and Extent of Survey

The location of the survey areas for the Work Packages is given in [Table 1](#) and illustrated in Figure 1. The extent of the survey area is defined for each Work Package in the accompanying MBNE01.zip. The simplified co-ordinates for the Work Packages are given in [Table 2](#).

Work Package	Bathymetric survey area
MBNE 01	Sandsend to Bempton

Table 1: Location of survey

Work Package MBNE 01 – Sandsend to Bempton				
Point No.	Easting	Northing	Latitude	Longitude
1	486516	515015	54° 31.374' N	0° 39.79' W
2	487633	513619	54° 30.602' N	0° 38.602' W
3	492460	512283	54° 29.846' N	0° 34.312' W
4	497054	507261	54° 27.049' N	0° 30.188' W
5	497161	504483	54° 25.586' N	0° 30.165' W
6	500099	502114	54° 24.259' N	0° 27.446' W
7	507960	486438	54° 15.712' N	0° 20.56' W
8	514326	482122	54° 13.311' N	0° 14.765' W
9	514459	478120	54° 11.152' N	0° 14.75' W
10	516377	476599	54° 10.306' N	0° 13.022' W
11	515319	472859	54° 8.288' N	0° 14.066' W
12	485106	512563	54° 30.075' N	0° 41.157' W

Table 2: Simplified co-ordinates for Work Package MBNE 01

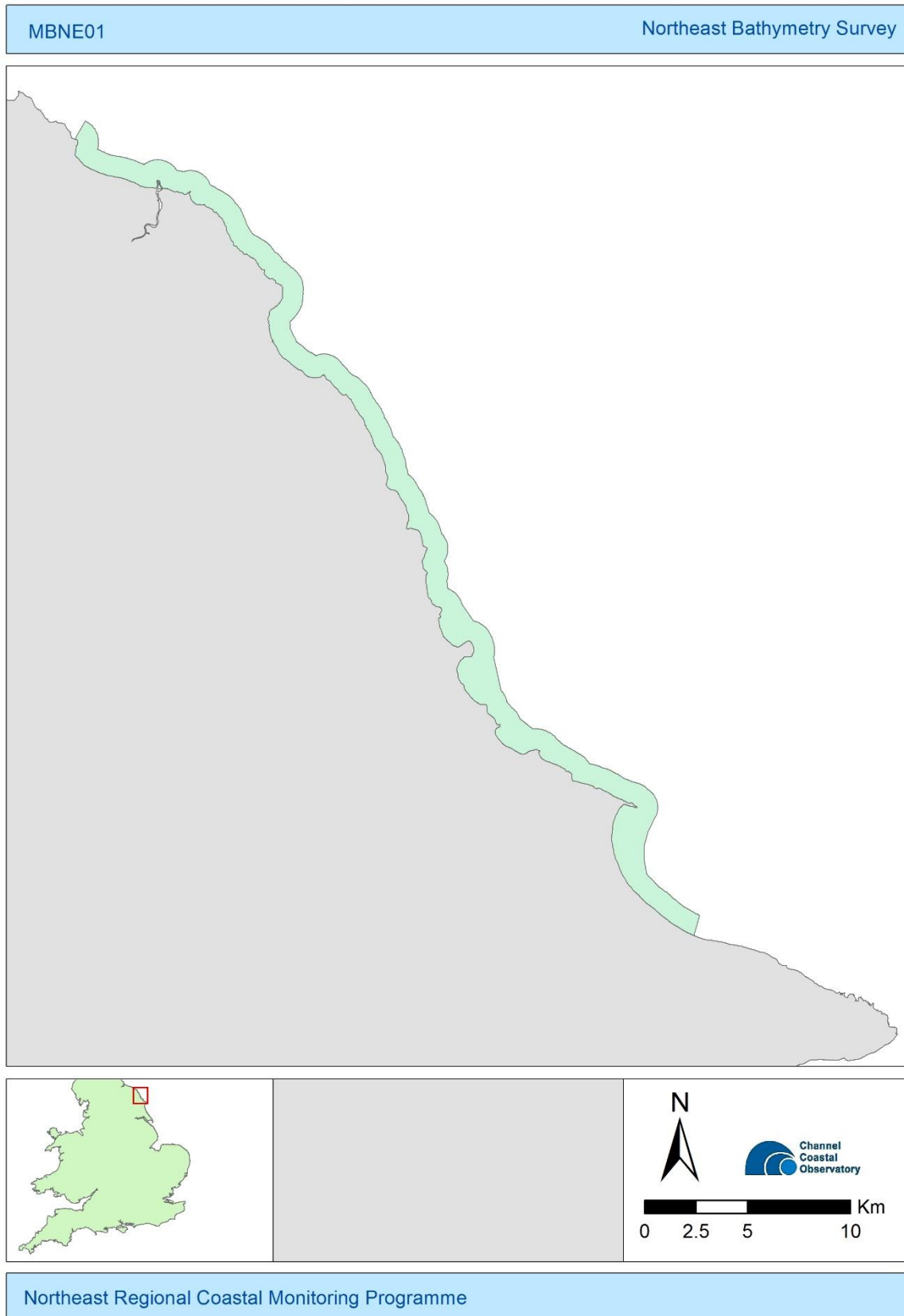


Figure 1: Extent of swath bathymetry Work Package MBNE 01

3. Delivery schedule

Preliminary data (*i.e.* raw, unprocessed swath bathymetry data in proprietary manufacturer's format or, preferably, CARIS project) shall be submitted within 15 days of completion of each third of the Work Package survey area; these data will be assessed by the MCA, within 15 working days of receipt, as a trigger for a Payment Milestone (see section 5 below).

Processed data (for the entire Work Package) plus all data and associated documents shall be submitted within 45 days after the completion of Work Package survey operations. The UKHO appraisal process for associated documents takes up to 48 days if no problems are found in the data. The process can take longer if remedial work is required by the Consultant. If the data are returned to the Consultant for corrections, the corrected data must be delivered within 48 days from the date of notification of required corrections. If the Consultant takes more than a further 48 days to perform this remedial work, the Employer reserves the right to terminate this contract due to lack of performance. All costs of remedial work will be borne by the Consultant.

4. Performance monitoring arrangements

An annual review will be undertaken by the Employer to examine the performance of the Consultant during the contract period. If the Consultant is shown to be failing in his obligations to comply with the terms of the Contract, Specification or Brief, the Employer may exercise his rights under clause 90 of the Conditions of Contract to terminate the contract.

5. Payment milestones

- a. Completion of first third of Work Package fieldwork and submission of preliminary data = 20%
- b. Completion of second third of Work Package fieldwork and submission of preliminary data = 20%
- c. Completion of final third of Work Package fieldwork and submission of preliminary data = 20%
- d. Delivery of full Work Package processed data and full set of associated documents = 20%
- e. Final acceptance by UKHO of data and associated documents = 20%

6. Safety/known hazards

The Employer is unaware of any special hazards other than those normally associated with bathymetric surveying. The Consultant's attention is drawn to the desirability, among other things, of monitoring the tide cycle and the weather forecast and of notifying the Coastguard of the survey activities.

The Consultant shall carry out a full Risk Assessment before each survey and shall prepare a Safe System of Working/Survey Management Plan based on the Assessment. All survey personnel provided by the Consultant shall adhere to laid down safety procedures at all times.

The Consultant shall comply with all relevant legislation and bylaws when carrying out the Survey, in particular the requirements of the "Maritime & Coastguard Agency Code of Practice for the Safety of Small Boats and Pilot Boats". Vessels, equipment and survey personnel provided by the Consultant for work in connection with the contract shall be the Consultant's responsibility at all times. The said vessels, equipment and survey personnel and any loss, injury or damage suffered or caused by them shall be at the Consultant's risk throughout.

Each vessel employed in survey work shall be subject to approval (via MCA marine office inspection) prior to survey work commencing under the contract. Furthermore, there is a requirement for repeat inspections to be undertaken annually for the duration of these contracts.

British Flag or EU registered vessels are preferred. The term “British Flag” includes not only those vessels flagged in the UK but also within the scope of the Red Ensign Category 1 and 2 Registers.

Further safety requirements are given in the Project Specifications.

7. Vessel visits

All vessels employed on these contracts shall be visited by an MCA Hydrography Unit CHP contract overseer or a UKHO CHP contract overseer at least once every 2 months. A report covering each visit will be kept on file by the MCA Hydrography Unit. Visits are primarily intended to focus on the quality of hydrographic processes and deliverables but will also include an informal assessment of safety aspects. The Consultant shall make every effort to facilitate these visits.

8. Site Conditions/Restrictions, access and public relations

A letter of introduction will be provided which should be presented as a matter of course, and without it being demanded, at all meetings with landowners or the public.

Prior to undertaking any work that requires access to land, the Consultant must obtain the appropriate permissions. Where access is required to set up over a Regional Monitoring Programme control point, contact details for permissions will be provided by the Employer.

The Consultant shall be responsible for obtaining all permissions needed for use of equipment associated with the work and for adhering to government legislation regarding permits to survey and for entry on to land to make measurements. In respect of authorities to be consulted, the Consultant’s particular attention is drawn to the procedures to be adopted when obtaining permits for surveys undertaken on or where access is required over areas designated as SSSI, railway property, or involving MOD property. The Consultant shall make himself aware of the limitations on access both in terms of the method of working and timing, which the relevant authorities might impose.

9. Quality assurance

The Consultant is responsible for undertaking quality control of the survey data to ensure that the data meets the standards set in the Project Specifications/Survey Brief.

10. Additional information supplied by Employer

The following will be provided by the UKHO for each survey area, on award of contract:

- VORF model outputs for the area in ASCII format
- Geotiff images of the largest scale UKHO charts of the survey area
- Template digital RoS form
- Wreck listings

Note that Government-furnished data remains the property of the Maritime and Coastguard Agency/UKHO. As such, the data must be returned to the Maritime and Coastguard Agency once the

contract has been completed. All government-furnished data is Crown Copyright and must not be duplicated or distributed without the permission of the MCA. Government-furnished data must not be used for navigation.

11. Data delivery

Preliminary data shall be submitted to:

Hydrography Manager, Bay 2/06, Maritime & Coastguard Agency, Spring Place, 105
Commercial Road, Southampton, SO15 1EG

Processed data and Fair Records shall be submitted to:

SDR (Survey Receipt), UK Hydrographic Office, Admiralty Way, Taunton, TA1 2DN

12. Tender requirements

As part of the method statement, the Consultant will provide details to show that the technical requirements of the Specification and Brief can be met. The Consultant shall also provide details of the maximum sea state and weather conditions in which the survey system can meet the stated specifications and standards of the survey.

The inshore limit must be met unless there is an issue regarding safety which cannot be overcome by careful planning. It is expected that the survey of the nearshore sections will be conducted on spring tides to ensure that the inshore limit is met.

Note that for this Swath Bathymetry Survey tender there is no restriction on the number of pages of technical information or CV's which may be submitted with the tender. It is crucial that Consultants demonstrate clearly that all aspects of the Specification and Brief can be met. Accordingly, Consultants should give the fullest possible details for all sections of the Quality Criteria in order that a thorough technical assessment can be made. As a minimum, in the following Quality Criteria sections reference shall be made to:

Equipment

- Proposed vessels, suitability and track record for swath bathymetry
- Sounding equipment, including object detection capability and criteria for outer beam rejection
- Positioning equipment
- Ancillary equipment

Methodology

- Evaluation of weather/sea state conditions for surveying
- Survey line spacing
- Calibration procedures
- Procedure to meet landward limit
- Method of tide reduction
- Quality control
- Backscatter processing

Contract & technical management

- Proposed workflow

Health & Safety

- Safety management plan