

Financial Year 2010/11 Invitation to Tender

Specification for: Lengthsman Field Officer(s) on Hadrian's Wall Path

1. Background and Current Situation

Hadrian's Wall Path National Trail is an unbroken 84 mile signposted trail stretching from coast-to-coast in the North of England, from Wallsend in the east to Bowness-on-Solway in the west.

The objective of the intended contract is to provide a field presence and undertake 'stitch-in-time' maintenance until 31 March 2011 across the National Trail between Newburn and Bowness-on-Solway. The field presence through engagement of a Lengthsman has been proven to work successfully on Hadrian's Wall Path and at two locations on the Pennine Way.

2. Summary Description of the Hadrian's Wall Path National Trail

Hadrian's Wall is both a World Heritage Site and a Scheduled Ancient Monument; altogether some 85% of the course of the Trail is affected by these designations. There are also numerous Sites of Special Scientific Interest (SSSI); the Solway Area of Outstanding Natural Beauty (AONB)/Special Protection Area/Special Area of Conservation; Northumberland National Park; also National Trust properties. It is one of the most protected areas of countryside anywhere in the UK and these designations confer an onus on both Natural England (the project's funder), and Hadrian's Wall Heritage Limited (HWHL – responsible for day-to-day project management), to ensure that the management of the Trail respects all the sensitivities inherent in this landscape. Maps of the designated areas can be found on the government website <http://www.magic.gov.uk>

The Secretary of State's approval for the route (26 October 1994) "*acknowledges the need to ensure that any route along the Wall is designed and constructed particularly carefully to avoid any deleterious effect on this historically important site and to ensure that future use of the route is sustainable.*" Where possible, maintaining the path as a grass surface, where one already exists, is considered to be the best way of protecting both the landscape setting of the monument as well as any buried archaeological deposits. Natural England is ultimately responsible for this with, as stated above, the day-to-day management that of Hadrian's Wall Heritage Limited.

For operations that require the ground surface to be broken, for example the installation of a gate, sign post or fence, a statutory permission called *Scheduled Monuments Consent (SMC)* must be granted before any works can be undertaken. English Heritage, however, have agreed a menu of proactive stitch-in-time surface works permitted by a *Generic Grassland Management Scheduled Monument Consent* (Appendix 1). The works can be carried out without the need to apply for SMC on every occasion. This 'Trail-wide generic consent' forms the basis of the Lengthsman's job description.

3. Description of Landscape (East to West)

A riverside route along the Tyne gives way to predominantly arable farmland above Tynedale. This opens out to the rough grazing upland section dominated by the Whin Sill escarpment. It then gradually descends to the richer pastures of Cumbria and finally the open salt marsh of the Solway Estuary.

4. Required Outcomes

HWHL requires day-to-day management of the National Trail by lengthsman field officer(s) as follows:

1. To focus on grassland management, vegetation control and 'stitch-in-time' repairs as allowed according to the National Trail's *Generic Grassland Management Scheduled Monument Consent* (Appendix 1).
2. To identify areas where there may be a requirement in the future to make more extensive capital investment, for example where the generic consent proves to be unsuccessful.
3. To accompany the Trail Manager during the Autumn survey each year to detail all works required for the management of the Trail for the forthcoming season.
4. Generally maintain regular contact with, and advise the Trail manager on path and monument issues. The manager will accompany the lengthsman on site from time-to-time.
5. Patrol the Trail on a rotational basis to ensure that all of it is covered over an agreed timescale, experience will then reveal sections that will require more attention than others.
6. Undertake minor repairs to the Trail and its structures according to the *Generic Consent* (Appendix 1).
7. Ensure that the Trail signs and waymarks are maintained to standard.
8. Intervene at an early stage in the development of 'pinch-point' erosion to the Trail/monument and respond according to the *Generic Consent*. Techniques include use of turves, re-seeding, also the siting of temporary barriers, approved fencing and information for walkers, in order to allow the surface be allowed to rest and repair itself.
9. Highlight and bring to the attention of the Trail Manager areas where a greater intervention and, therefore, SMC applications, may be necessary.
10. Monitor and check that established grass cutting and other contracts are carried out on time and to the required standard.
11. Maintain detailed records of all site visits and works undertaken including digital photographic record and associated grid reference.
12. Arrange permissions from farmers and landowners for works that need to be undertaken.
13. Provide information as necessary to the Trail's visitors.
14. Maintain regular contact with key personnel in partner organisations.
15. Contribute to the on-going archaeological site management research undertaken by the Trail Manager. This may involve research site visits to other heritage/access projects.
16. Lengthsman may be invited from time-to-time to tender separately for other **non-routine** works that are **outwith** the scope of the *Generic Consent*. These works will be project-based, may involve the hire of other plant and machinery, the supervision of other temporary personnel, and potentially considerable planning including site preparation. These works will be quoted and paid for separately and **outwith** the normal agreed daily rate for the contract. If third party funding is sourced for these projects then the days incurred will be outwith the normal contracted number of days.

5. Summary of suggested Methodology

1. Assessment of the current situation through a review of the Autumn Survey (extract) 2009 (Appendix 2) Note that survey imagery is available on request on CD ROM.
2. Be aware of the relationship of the Trail to the ancient monument and the significance of the archaeological landscape features on the ground. This will

involve liaison with the Trail's consultant archaeologist (Oxford Archaeology North). An awareness of the boundaries of the Scheduled Monument Areas is required.

3. Be aware of other designated areas, principally SSSIs and English Heritage Guardianship sites, and any restrictions placed upon works that might be necessary.
4. Be aware of the management issues and constraints concerning the management of the National Trail where other nature conservation interests, for example badgers and bats, are concerned.
5. Adhere to the scope and spirit of the *Generic Consent* (Appendix 1).

6. Scope

Maintenance of the grass sward, the adjoining areas of vegetation, also repairs to Trail furniture. Working in concert with other Trail staff (HWHL, county council, National Park), and staff from other organisations (including English Heritage, National Trust) in order to help promote coordinated management and team work.

7. Geographic coverage

The Trail between Heddon-on-the Wall and Bowness-on-Solway, approx 70 miles.

8. Expectations

Consultants will be expected to:

- Be based out on the Trail full time; the Lengthsman has the responsibility for identifying repair work needed to minimise wear and tear on the increasingly popular 84 mile path.
- Must be physically capable of working by yourself.
- Provide own tools and vehicle that should be capable of transporting them, and materials, to site.
- Be fully insured with full third party liability cover.
- Have undertaken own safety risk assessments.

9. Timescales

The closing date for this tender is Tuesday 23rd March 2010

Tenderers may then be asked to attend an interview/presentation of their proposal.

It is envisaged that the contract will be awarded from 1st April 2010 and will run for a period of twelve months*.

*Subject to funding commitment from Natural England.

10. Submission evaluation criteria

The contract will be awarded to the most economically advantageous tender after taking into consideration the following factors (in no particular order of priority)

- Demonstrate extensive knowledge and experience of the Hadrian's Wall World Heritage Site and the issues associated with the management of visitors within a sensitive landscape
- Knowledge and experience of farming and countryside management
- Relevant qualifications
- Knowledge and experience of working with a range of public and private sector partners

- Knowledge and practical experience of working within the constraints imposed by the statutory landscape designations within the Hadrian's Wall World Heritage Site.
- The ability to think through novel solutions and fixes to problems within the context of the constraints.
- Selection of appropriate approach methodology
- Ability to deliver to timescales
- Value for money – cost competitiveness
- Overall clarity and quality of the submission
- Proven Experience - ability to deliver the work programme within specified timescales and to deadline

11. Contract Management

The Contract will be managed by Hadrian's Wall Heritage Limited and funded by Natural England.

12. Tender Submission

Tenderers are invited to submit detailed costed proposals for this work in accordance with the information in this brief.

Tenderers are required to submit their proposal to include: -

- A summary of relevant qualifications and experience
- A concise plan of how the tenderer proposes to undertake the required tasks
- A full breakdown of costs under the following headings:
 - Consultancy fees (please quote a daily rate, also broken down to show number of days per year per consultant to deliver the outcomes and individual consultant rates).
 - Expenses (telephone, postage, fax, travel and subsistence)
 - Costs for materials, machinery and associated insurance
 - Costs net of VAT with VAT costs given separately where applicable.

13. Next Steps

If you have any questions regarding the tender or the tender process, please contact in the first instance the National Trail Manager:

david.mcglade@hadrianswallheritage.co.uk

Please note that any further information supplied to any one prospective tenderer will be immediately made available to all others via the hadrians-wall.org website (About HWHL\Tenders).

Two hard copies of your tender document must be returned to the address below no later than 12:00 noon on 23rd March 2010 and must be clearly marked '**Tender Document – Lengthsman 2010/11**'.

Hadrian's Wall Heritage Limited
East Peterel Field, Dipton Mill Road, Hexham, Northumberland, NE46 2JT
Attention: David McGlade, Heritage & Access Team

As per the Instructions to tenders contained in the Hadrian's Wall Heritage Limited Tender Documents Pack, please provide an electronic copy of your submission to be sent to david.mcglade@hadrianswallheritage.co.uk by 12 noon on the closing date.

14. Appendices

Appendix 1 - Generic Consent

Appendix 2 - Autumn Survey Extract

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