



HELG

The Highways Efficiency Liaison Group
www.helg.org

Secretariat

T 01234 796152

ceteam@highways.gsi.gov.uk

RIEP Contacts

The Regional Improvement and Efficiency Partnerships can be contacted as follows:

- South East - 01883 732 957
- South West - 01305 757 230
- London - 020 7934 9958
- East England - 01284 729 426
- East Midlands - 0115 977 3875
- West Midlands - 0121 245 0220
- Yorkshire and the Humber - 01924 331 631
- North East - 0845 076 0080
- North West - 0161 342 4080

About HELG

HELG is an informal partnership of highways clients and the supply chain working collaboratively to deliver efficient and continually improving highways services and infrastructure.



Local Partnerships



Association for Consultancy and Engineering
acenet.co.uk



Regional Improvement and Efficiency Partnerships
lga.gov.uk



Civil Engineering Contractors Association
ceca.co.uk



Constructing Excellence
constructingexcellence.org.uk



County Surveyors Society
cssnet.org.uk



Department for Transport
dft.gov.uk



Highways Agency
highways.gov.uk



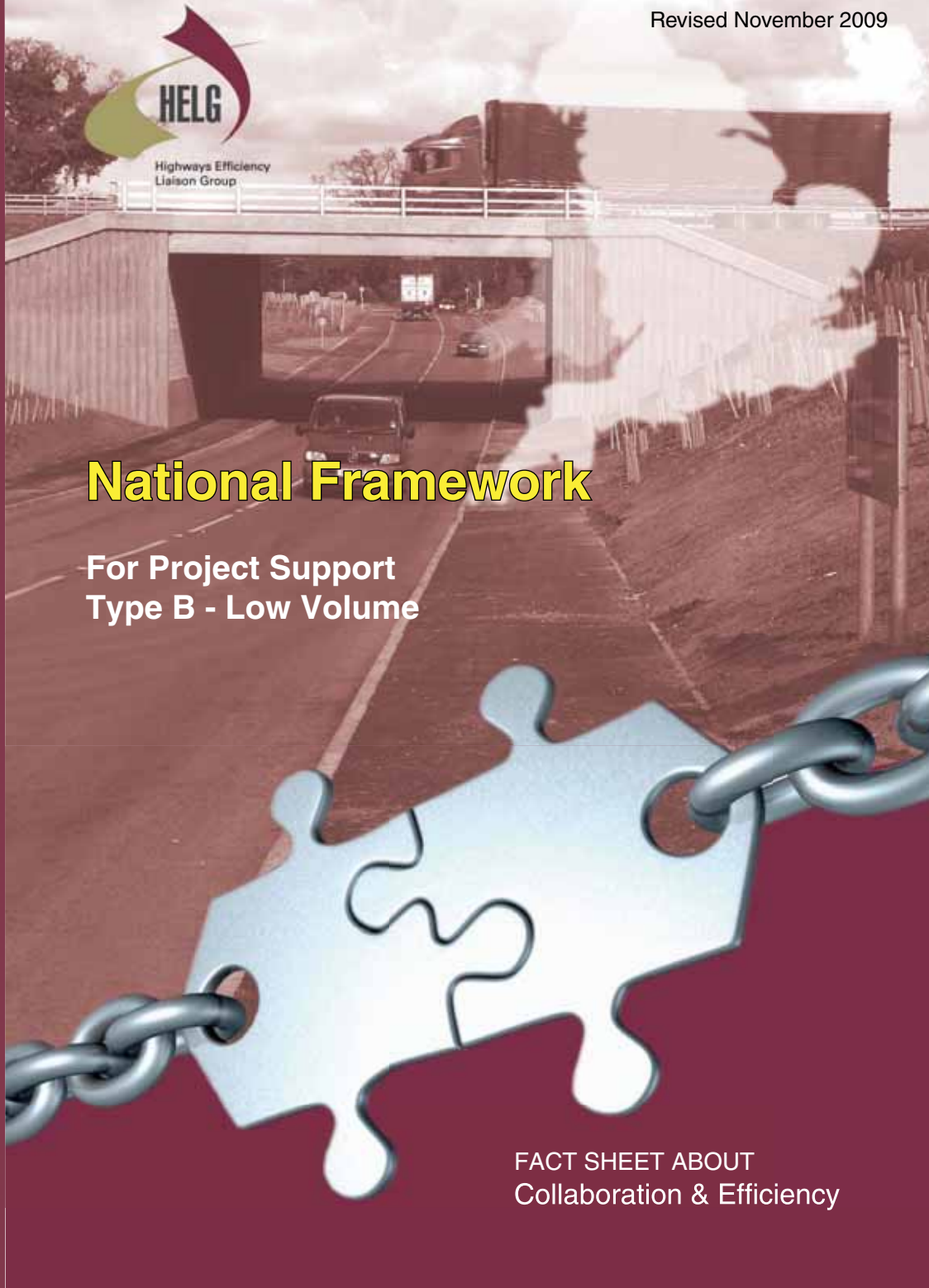
Highways Term Maintenance Association
htma.co.uk



Institution of Highways and Transportation
iht.org



Technical Advisors Group
t-a-g.org.uk



National Framework

For Project Support Type B - Low Volume

FACT SHEET ABOUT
Collaboration & Efficiency

Access

What is this Framework for?

This National Framework, accessible to Central and Local government bodies and their Agencies, was awarded by the Highways Agency in September 2006 and runs until September 2010.

The Framework is for the provision of Consultancy support for highways related activities and broadly covers the following subject areas:

- **Highways Act Orders** (drafting Statutory Orders, for example Line Orders, Side Road Orders, CPOs etc)
- **Specialist survey and assessment** (for example environmental and small scale traffic studies)
- **Contract facilitation** (facilitation of procurement contracts, including compiling tender docs, formation of tender panels, tender workshops/clinics, tender assessment and feedback)
- **Statistical analysis** (interpreting statistical information, for example, traffic information, analysis of any piloted project etc. public consultation analysis and performance management)
- **Development of policy and specification** for traffic operation services (developing procedures and specifications, including project management support, programme definition)
- **Developing and review of operational processes** (process mapping efficiency reviews and developing operational procedures)
- **Assessing and negotiating target costs** (ability to assess target costs and challenge/support where necessary)
- **Commercial Manager** (providing estimating for projects, assisting project teams with project costs, cost challenges and construction programming)
- **Technology Consultant Services** (replacement of Framework which ended in Aug 06)
- **Health and Safety** (advice, monitoring, application of H&S throughout a project)

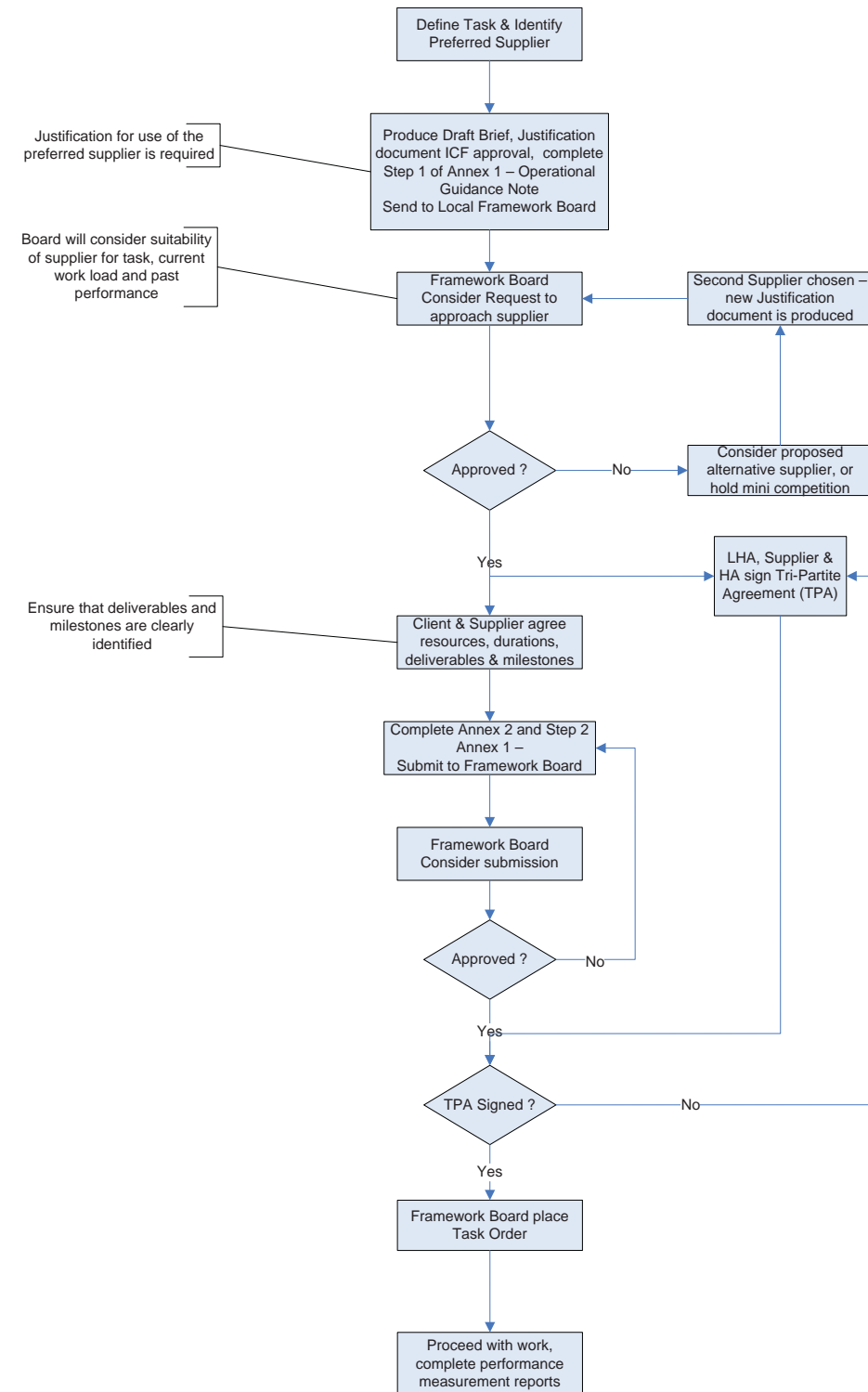
Who supplies these services?

There are 17 Suppliers on the Framework:

- | | |
|------------------------|------------------------------|
| • Advance | • AEA Technology |
| • Integrated FM Ltd | • Buro Happold |
| • Byways and Highways | • Chris Blandford Associates |
| • Concept | • Corderoy |
| • Cresswell Associates | • EC Harris |
| • TPI Ltd | • High-Point Rendal |
| • JPT | • MMB |
| • Oxford Archaeology | • Serco |
| • TRL | |

THIS FRAMEWORK WILL HELP YOU:

- *gain access to highly qualified professionals who are experienced in Central and Local Government*
- *significantly reduce procurement costs for both Client and Supplier*
- *significantly reduce procurement time*
- *develop a highly relevant skills pool*
- *continually improve performance monitoring and feedback*
- *develop a Client-Supplier Community that leads to greater understanding of requirements on both sides.*



How do I access the Framework?

Identify a project and the funds required to complete it. Produce a specification that includes the definition of key milestone events. Identify your preferred Supplier together with a justification for their use, then complete Step 1 of Annex 1 of the Operational Guidance Note and send it to the HA Framework Board.

If required a preferred Supplier can be identified through a mini competition.

The Framework Board will consider the suitability of the Supplier, their current work load and their past performance. Once approved by the Framework Board the Client and preferred Supplier develop a detailed plan including resources, durations, deliverables and project plan.

When you are content, complete Annex 2 and Step 2 of Annex 1 and submit to the Framework Board.

If approved the Framework Board will award the Task Order to the Supplier.

Note that for the first use of the framework by a client and Supplier the Collaboration Agreement must be signed by Client, Supplier and HA prior to Task Order award.

During the project, the Supplier must complete monthly progress reports. These are fully described in the Motivating Success Toolkit. If there are changes to project scope, project cost or agreed timescales, then you and your Supplier must agree these prior to work continuing.

The Supplier will submit invoices directly to you (not the HA) for payment. You must pay within 30 days of receipt of invoice unless you dispute the invoice.

Each Task Order is subject to the Terms and Conditions of the Framework. The “Contract” for any specific Task Order is between you and the Supplier.

How do I get more information?

Contact the Highways Agency Collaboration and Efficiency Team.

E-mail: PD_MP_PSF@highways.gsi.gov.uk
Tel: 01234 796144