



LIMERICK TWENTY THIRTY

CLEEVES RIVERSIDE QUARTER

Phase II (a) – Site Activation Works

SERVICES REQUIREMENTS DOCUMENT

Open Procedure for an Engineer Led Single Point Design Team

JUNE 2026

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1.0 GENERAL

1.1 Overview

The Employer is now looking for an Engineer led Single Point Design Team (“SPDT”) to deliver the Phase II (a) – Site Activation Works, as part of the overall Cleeves Riverside Quarter Development.

The Employer will be appointing under different procurement processes, design teams, technical advisory roles, and contractors to develop the various aspects / phases of the Cleeves Riverside Quarter site.

Planning permission for the Phase II – Residential Zones and Public Realm, was submitted directly to An Comisiún Pleanála in November 2025; Case No. 323849. Further information was requested in March ‘26, with a response due in June ‘26. A decision is expected in Q3/Q4 2026.

In addition, Phase II has been brought to Stage ii (b) – 2A2 design stage with an incumbent Architect led design team. The Stage 2A2 design pack will be available to the successful bidder and will be subject to a due diligence by SPDT. It is expected the SPDT will have a full and clear understanding of the current design. The Stage 2A2 pack is expected to form part of the Design and Build tender documents so the SPDT shall satisfy themselves of the validity of the current design strategies.

The Employer will appoint a Quantity Surveyor, PSDP, Conservation Architect, Ecologist and Planning Consultant independently. The Engineer led SPDT will be required to coordinate with these Consultants, and any other Consultants appointed directly by the Employer, and provide all information necessary to facilitate the preparing of the Design & Build tender pack.

1.2 Services Required

1.2.1 Overview

All sub-consultants to the Lead Applicant will be required to execute a Collateral Warranty in the form MF 2.3.

Applicants are required to retain specialist consultant services for the following positions:

- Civil Engineer - SPDT lead
- Structural Engineer
- Geotechnical Engineer
- Electrical Engineer
- Landscape Architect

Please note the successful SPDT will work alongside the following consultants which will be appointed by LTT. (i.e. they will not form part of the SPDT services)

- Project Manager (Limerick Twenty Thirty)
- Quantity Surveyor
- PSDP

- Conservation Architect
- Ecologist
- Planning Consultant
- Employer's Representative

1.2.2 Principal Service Provider

Civil Engineer

The SPDT Lead will be the Civil Engineer firm. They shall provide all the professional Civil Engineering services as necessary to comply with the Client instructions and to ensure a satisfactory completion of the project stages. The Civil engineer to include skills in Traffic/Transport, Roads & Flood Defence.

1.2.3 Specialist Skills sub-consultant

Please note these services (or part of) may be delivered by a multidisciplinary practice or by sub-consultants to the Principal Service Provider. All specialist / sub-consultants shall provide all the professional services as necessary to comply with the Client instructions and to ensure a satisfactory completion of the project stages.

- Structural Engineer (incl. Flood defence & retaining structures)
- Geotechnical Engineer (specialist piling, retaining walls, & land contamination)
- Electrical Engineer (Site Services i.e. Electricity, Comms, Public Lighting etc)
- Landscape Architect (Urban design, public realm & streetscape)

1.3 Provide Everything Necessary

This services requirements document is intended to form an understanding of the minimum service required by the Employer. The SPDT and individual consultants must perform its duties professionally, adequately, efficiently, effectively and in accordance with normal standards of practice, to achieve the outputs required.

1.4 Technical Advisor

On award of the Design & Build Contract the Engineer led SPDT will be retained as Technical Advisors by the Employer for the duration of the construction works (Stage iv) & handover (Stage v).

1.5 Contract Management & Roles

The Contracting Authority will enter contract (COE 1) to the SPDT lead, Civil Engineer. The CA require collateral warranties (MF 2.3) from each of the specialist skills sub-consultant, where not provided by the SPDT lead.

The SPDT will be required to liaise with and co-ordinate the delivery of stage services with the separately appointed members of the design team, Quantity Surveyor, Planning Consultant and any other consultants engaged by the contracting Authority

2.0 GENERAL DESCRIPTION OF STAGES

2.1 Overview

The Project will be delivered in line with the Capital Works Management Framework and utilising the Public Works Suite of Contracts.

The Engineer Led SPDT will be appointed to produce a Design and Build pack for the Phase II(a) – Site Activation Works.

A summary of the applicable stages for Engineer Led Single Point Design Team are noted below:

- Stage i, Preliminary / Due Diligence
 - Complete a Due Diligence of the Phase II Stage 2A2 design, outline output & design standards and develop design & build tender strategy.
- Stage ii (b), Statutory Review*
 - Assess the outcome of the Planning Application in relation to the Site Activation Works
- Stage ii (c), Design & Build Specification and Prepare Tender Documents
 - To complete a Design & Build Pack and prepare tender documents (Detailed design developed post tender by Contractor). Support in procurement of the contractor.
- Stage iii, Tender Process
 - Support in assessing competence of the Design & Build contractor as designer, PSCS and PSDP.
- Stage iv, Construction
 - Retained as client advisor to oversee the contractor's detailed design and ensure contractors compliance with the performance specification and tender documents.
- Stage v, Handover
 - Assist in practical completion and handover process for the works. Participate in post project evaluation.

** Stage ii (b) may run concurrently with Stage ii (c) pending receipt of Planning outcome from An Coimisiún Pleanála. It may also commence prior to completion of Stage i.*

In the absence of a final planning decision and/or planning conditions remain unknown, the Works shall proceed in accordance with the agreed programme, subject to subsequent amendment should planning requirements necessitate changes

The SPDT will be required to:

- i. Carry out all works in accordance with the Capital Works Management Frameworks.
- ii. Attend all meetings, incl. those listed in Section 4.0, in person in Limerick
- iii. Have a full and clear understanding of the current Stage 2A2 design and satisfy themselves the validity of the current design strategies.

- iv. Engage where required with the Phase II design team to ensure the Site Activation works Design & Build takes account of, and is fully coordinated with the Stage 2A2 design, where relevant and valid.
- v. Complete all reports where required, incl. those listed in Section 4.0
- vi. Engage with relevant departments of Limerick City & County Council, including Roads, Public Transport, Active Travel & Traffic.
- vii. Engage with relevant utility providers including ESB, Úisce Eireann, Eir, SIRO etc.
- viii. Incorporate requirements from any other consultants outside of the SPDT, including the Conservation Architect, Ecologist, PSDP, QS & Planning Consultant
- ix. Consider the interface requirements with adjoining buildings/structures/walls on site.
- x. Assist LCCC in the Section 38 application for the Salesians junction road realignment and traffic calming measures. SPDT will be responsible for producing drawings for the application.

Other issues to note:

- i. The Phase II, Stage ii Developed Design (A2 Developed Sketch Scheme) designs completed to date are expected to form part of the Design & Build Tender documents.
- ii. As part of the Stage i, the SPDT shall carry out a full due diligence on the current Phase Stage ii Designs. Any gaps, inherent flaws or missing information to be identified by the SPDT prior to completion of Stage i.
- iii. The SPDT shall be make themselves familiar with the Planning Application and the EIAR requirements.
- iv. Consider and incorporate the construction sequence of works in the planning and implementation of all proposed services, alterations, and diversions.
- v. Account for temporary road closures and diversions as part of the works.
- vi. The temporary works are to be considered by the structural engineer in association the conservation architect particularly in relation to the demolition of buildings adjacent listed buildings and buildings that are to remain.
- vii. Interface of new structures and existing structures to be carefully considered and accounted for in exemplar design.
- viii. A full and robust performance specification to be developed for the Design & Build Tender covering all aspects/elements of the works.
- ix. The SPDT shall identify areas and elements where contractor design and innovation can be utilised for the Stage iv Construction.

2.2 Design & Build Tender Documents

As noted, a significant amount of work and designs have been carried out to date on the CRQ site. The Phase II – Residential and Public Realm, have been brought by an Architect Led Design Team from Stage i through to Stage ii (b) for Statutory approval.

It is expected by LTT, that the existing site surveys, investigations, Planning documents and Stage 2(A2) Design pack will form a significant part of the Design & Build Tender Documents. These will be underpinned by a robust D&B performance specification completed by the SPDT. The Stage i Due Diligence will be the opportunity for the SDPT to identify any gaps in the Stage 2(A2) pack and to agree with the client the strategy for closing these gaps for a fully furnished D&B Tender Document Pack.

Please refer to Section 3.0, for details on the existing site surveys and investigations. In summary, the SPDT will be responsible for procuring of additional surveys deemed necessary for the site. For the purposes of the tender, the SPDT shall assume **3 No.** procurements, with the fees associated with the tendering to be included in the fixed price lump sum. Please note any surveys & investigations deemed to be required are to be agreed during Stage (i) with LTT.

On completion of the review of the Stage 2(A2) design drawings, the Client expects at a minimum the following drawings to be produced, based on current layouts, to clearly define the Site Activation scope of works (non-exhaustive list):

- Drainage Layouts (Surface Water & Wastewater)
- Watermain Layout Plan
- Proposed Reservoir works
- ESB Existing and Proposed MV Supply Layout Plan
- Telecommunication Service Routes Layout Plan
- External LV Ducting Layout Plan
- Landscape Plans

The SPDT shall assume at a minimum the above exemplar design drawings for the Site Activation Works to be produced, based on current designs, to supplement the existing Phase II Stage 2A2 pack for the D&B Tender.

At contractor procurement stage, it is envisaged that a single tender package will be prepared to encompass the full scope of the Works. However, the SPDT, in conjunction with the QS, shall clearly identify and distinguish between HIF-eligible and non-eligible elements of the Works. This shall facilitate the inclusion or exclusion of specific work elements within separate tender packages for the Main Contractor, as may be required having regard to the funding strategy for the Project.

2.3 Contract Duration

The duration of the Service Agreement is expected to be 188 weeks (176 weeks + 12 weeks client float) from appointment. Defects liability period of 52 weeks included in above. The indicative timetable for delivery of the stage services is as follows:

Stage	Indicative Delivery Date
Stage i, Preliminary / Due Diligence	Oct 2026

Stage i Report	Nov 2026
Review 2 – Approval	Nov 2026
Stage ii (b), Statutory Review	Dec 2026
Stage ii (c), Design & Build Specification and Prepare Tender Documents	Mar 2027
Gate 2 – Pre Tender Approval	May 2027
Stage iii, Tender Process (Shortlist)	June 2027 – Aug 2027
Gate 3 – Approval to Proceed	October 2027
Stage iv, Construction	Nov 2027 – Dec 2028
Stage v, Handover	Q1 2029
Defects Liability Period	12 Months post completion

Table 1: Indicative Contract Duration dates

3.0 SITE INFORMATION & SURVEY INVESTIGATIONS

As part of the Phase I works and the Phase II developed design, there have been a significant number of surveys and investigations carried out to date. These will be made available to the successful SPDT (non-exhaustive list):

- Topographical Surveys
- Measured Building Surveys.
- CCTV Drainage Surveys
- Asbestos Surveys
- Site Investigations (2019, 2021, 2025)
- Geoenvironmental Testing (Ground contamination)
- Traffic Counts
- Drone Footage
- Hydrant Testing
- GPR Utility Survey
- Arboricultural Survey
- Invasive Species Survey
- Winter Bird Survey
- Bat Survey
- Air Quality Survey
- Noise Survey
- Bathymetric Survey
- Dye Tracer Survey

It is not envisaged there would be requirement for any further major surveys, investigations or specialist reports given the significant number carried out to date. However, it is envisaged there may be the requirement for some investigations and surveys.

The SPDT will be responsible for the procuring of additional surveys/investigations/specialists deemed necessary for the site. For the purposes of the tender, the SPDT shall assume **3 No.** procurements, with the fees associated with the tendering to be included in the fixed price lump sum. Please note this is not limited to the supplementary surveys/investigations noted above with the exact surveys & investigations if required to be agreed during Stage (i).

The costs associated with the supplementary surveys/investigations will be paid directly by the LTT to the appointed survey firm following receipt of a recommendation for payment from the SPDT that all services have been satisfactorily completed.

4.0 MEETINGS & REPORTS

4.1 Meeting Requirements

The SPDT will be required to attend meetings and follow up meetings during the appointment. The Project Manager will chair and minute meetings unless otherwise specified hereunder. The Client shall be invited to all meetings and shall be copied on meeting minutes. Minutes of meetings will be distributed to all attendees and any others as agreed with the Client, within three (3) working days of the meeting.

Table 2 below identifies the key Meeting Types envisaged for the Site Activation Works. All meetings will be required to be in person in Limerick (LTT office and Site, as required)

Meeting Type & Group	Typical Agenda	Attendees	Frequency
Stage i – Preliminary / Due Diligence			
Client Steering Group	Due Diligence, Project Brief, output requirements, Delivery structure & procurement	Client / PM : LTT Stakeholders Project Board QS SPDT members Other consultants (as req'd)	Monthly
Project Team Meetings	All relevant issues as deemed appropriate by the Client/Project Team or as requested in advance by the Client	Client Rep SPDT members QS PSDP (as req'd) Cons. Arch (as req'd) Ecologist (as req'd) Planning consultant (as req'd)	Fortnightly
Stage ii (b) & (c)			
Client Steering Group	Planning review, tender documentation Pre Tender Cost Plan, Contractor Shortlist	Client / PM : LTT Stakeholders Project Board QS SPDT members Other consultants (as req'd)	Monthly
Project Team Meetings	All relevant issues as deemed appropriate by the Client/Project Team or as requested in advance by the Client	Client Rep SPDT members QS PSDP (as req'd) Cons. Arch (as req'd) Ecologist (as req'd) Planning consultant (as req'd)	Fortnightly

Stage iii – Tender			
Client Steering Group	Contractor Tender, Competency of contractors, Tender Report	Client / PM : LTT Stakeholders Project Board QS SPDT members	Monthly
Project Team Meetings	All relevant issues as deemed appropriate by the Client/Project Team or as requested in advance by the Client	Client Rep SPDT members QS PSDP (as req'd) Cons. Arch (as req'd) Ecologist (as req'd) Planning consultant (as req'd)	Fortnightly
Stage iv - Construction			
Site Progress	Site Progress & Programme, Procurement, RFI's, submittals, Design progress (D&B), Risks, Health & Safety	Client Client Rep QS Contractor Contractor Design Team Technical Advisors (as required)	As required (Assume Fortnightly)
Stage (v) - Handover			
Handover	Project & Design Review, Handover Information, Outturn Cost analysis	Client QS Contractor Contractor Design Team Technical Advisors (as required)	As required

Table 2: Meeting Schedule

In addition to the regular meetings noted above, supplementary meetings the SPDT will be required to attend include:

- a) Briefing Meetings
- b) Stage Report Presentations
- c) Value Engineering & Budgetary Control Meetings (allow for 4 No. meetings)
- d) Engage with the Phase II Design Team, when required, to ensure there is a full and clear understanding of the Stage 2A2 designs.
- e) Engage with Uisce Eireann to agree design strategy and for New Connection application submission
- f) Engage with ESB's design engineers to agree design strategy for the works
- g) Engage with various utility providers (Virgin, SIRO, Eir etc) to agree design strategies
- h) Coordinate with applicable departments of Limerick City & County council. This includes their Flood Defence, Roads, Public Transport, Active Travel & Traffic teams.

- i) Attend public consultation briefings when required.

4.2 Reports

4.2.1 Stage i – Due Diligence Report

As part of the requirement for Stage I, the SPDT is to carry out a due diligence on the following information:

- Existing information available including surveys and investigations completed to date
- Planning application documents and drawings
- Planning application Further information response
- Stage 2A2 AIDT Design Pack including reports, drawings and specifications.

The SPDT is to provide a complete report with at least the following information:

- Clear understanding of current design strategies
- Full review to be completed on the current Stage 2A2 designs with particular focus to identify any inherent flaws in the current designs, any gaps or missing information,
- Confirm the adequacy, accuracy and completeness of the current designs.
- Identify any previously unknown constraints
- Identify any required surveys and investigations that will be required.
- Identify any risks or hazards that have been identified previously
- Establish strategy for dealing with any gaps in design or inherent flaws.
- Present any opportunities for Value engineering of current designs
- Establish initial output requirements for next stage
- Specify and establish Design Standards
- Identify strategy as regards Utility connection applications such as Uisce Eireann and ESB.

This list is non exhaustive; however, the Client expects the SPDT will have a full and clear understanding of the current design. The Stage 2A2 pack is expected to form part of the Design and Build tender documents so the SPDT shall satisfy themselves the validity of the current design strategies. It is also expected that post completion of the Due Diligence report the opportunity for further review or insights on current designs will be limited.

The SPDT will be required to also present to LTT the Due Diligence report and findings as per items outlined above.

4.2.2 Stage / Sub-Stage Project Reviews

The SPDT are required to complete a (Sub)Stage Report at each Project Review prior to progressing to the next Stage. As part of each (Sub)Stage Report, the SPDT are required to confirm that the proposal as presented complies in full with the Brief and the relevant requirements of that (Sub)Stage. The SPDT will be required report for the following review stages:

Project Review	Description	Stage
Review 2	Confirm Requirements & Review Procurement Strategy	End of Stage i
Review 5	Assess outcome from Planning Decision (relevant conditions that may affect the Site Activation Works)	End of Stage ii (b)
Review 6	Approve Design & Build tender output, Review pre tender cost, review risk.	End of Stage ii (c)
Review 7	Review tender returns in advance of awarding Contract.	End of Stage iii

Table 3: Project Review Reporting

The SPDT lead will be responsible for coordinating and including relevant sections from members of team that are not part of the SPDT such as QS, PSDP, Planning consultant etc.

The SPDT will also be required to present stage review reports as noted above to the client.

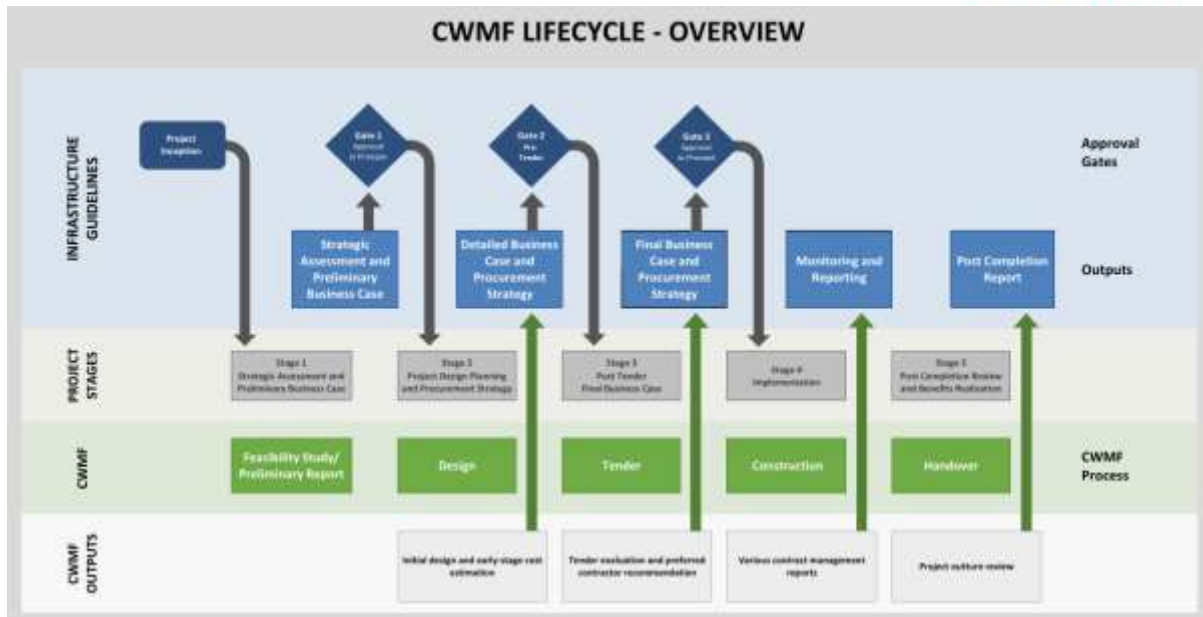
4.2.3 Infrastructure Guidelines Gate Approvals

The SPDT are required to input relevant sections where required for the Infrastructure Guidelines Approval Gates with the approving authority. The SPDT will be required to input for the following approval gates:

Approval Gate	Description	Report	Stage
Gate 2	Pre- Tender	Detailed Business Case & Procurement Strategy	Post Review 6
Gate 3	Approval to proceed to construction	Final Business Case and Procurement Strategy	Post Review 7

Table 4: Relevant Approval Gates

The SPDT will also be required to input to relevant sections of regular Monitoring and Reporting during Stage (iv) – Construction and for the Post Completion Report following the Project overrun review.



Website: [CWMF Lifecycle 17 October 2025 Full Set.pdf](#)

4.2.4 Progress Reports

Assist the Project Manager/Client in the co-ordination and preparation of:

- Monthly reports on progress against the programme.
- Reports typically include at a minimum the following information:
 - Overall project costs including fees, VAT, fit-out;
 - Detailed construction cost forecast;
 - Cashflow forecast for overall project costs,
 - Risk register and analysis.

The SPDT to input where required as directed by the Project Manager / Client.

5.0 GENERAL PROVISIONS AND SERVICES APPLICABLE TO ALL STAGES

5.1 In General

- 1) Clarify the SPDT service elements of the project, the role of the consultant and their relationship with other consultants or contractors. Where clarification is discussed and / or agreed verbally, confirm in writing to the Employer and their Project Manager ("PM").
- 2) Provide promptly all advice, consents, reports, comments, approvals, instructions, certificates and other information so as not to delay or disrupt the progress of the project.
- 3) Provide full standard design services throughout all stages of the project specified.
- 4) Lead and coordinate all aspects of the design team, including the SPDT sub-consultants.

5.2 Employer's Instructions / Approvals

- 1) Advance approval from the PM should be sought before approaching any third party. Third parties may also include but are not limited to owners of adjoining or nearby properties, tenants or public authorities.
- 2) Obtain permission from the PM to commence each stage.
- 3) Take instructions from the PM and obtain the Employer's approval on all relevant occasions.
- 4) Obtain Employer / Project Manager Stage approval / sign-off.

5.3 Deliverables

- 1) Issue hard copy of drawings and documents to the Employer at the PM / Employer's request.
- 2) Establish the format and content required for design information prior to preparation, particularly in the case of approvals.
- 3) Provide to the Employer, two complete sets of the documents in hard copies and one complete set in computer-generated format as and when the Employer may reasonably require or on completion of the services or on termination of the consultants appointment, whichever first occurs.
- 4) All drawings shall be prepared as per the Employers EIR requirement, utilising compatible software, layered in such a manner as to enable the Employer to provide clean drawings without additional cost at any stage in the Project.
- 5) Assist in the preparation of and provide information / advice for programmes, procurement, market testing for the project.

5.4 Resources

- 1) Allocate adequate resources to comply with this agreement.

- 2) Allocate competent and qualified personnel at the commencement and for the duration of the project and see that there is continuity of service between personnel.

5.5 Meetings & Communication

- 1) The project is based in Limerick and therefore, the Employer expects the Design Team ("DT") to hold their meetings in Limerick during the design and constructions stages of the project. The Civil Engineer is to chair and minute design workshops and site stage meetings.
- 2) Project Meetings will be held, as a minimum, every two weeks throughout the project lifecycle. Attendance at Project Management, Design Management / Workshop, Site Progress and Sub-contractor Coordination Meetings will be required every two weeks.
- 3) The Project Director, with ultimate responsibility for delivery of Service, will be required to attend a Monthly Principals Meeting.
- 4) Where advised by the Client / Project Manager (PM), all members of the SPDT are expected to be present, save exceptional circumstances, or scheduling characteristics
- 5) approved by the Employer. The PM will set agendas, convene the meetings, minute the sessions and apportion out actions as required. Sub-meetings between consultants, in the absence of the PM, are to be chaired and minuted by the organising consultant, who in turn must issue the minutes to the PM.
- 6) Should project activity allow a reduction in the frequency or meeting commitments it may be possible to temporarily step back the number of meetings, only with the express approval of The Employer. All costs associated to facilitate the above, and all associated site visits for inspections etc. should be included in the fee proposal.
- 7) Attend review meetings with the Employer and / or PM and other consultants to ensure that communication and procedures are operating efficiently. Allow for one review following completion to explore experience gained and lessons learned for future projects.
- 8) Throughout the project, attend Employer/ Project / DT, site meetings, sub-contractor meetings and other meetings as required to deliver the project in accordance with the Employer's requirements.
- 9) Collaborate with the other consultants and the Employer during the project.

5.6 Reporting

- 1) Report regularly and promptly to the Employer and the PM throughout the project, where required.
- 2) Report regularly to other members of the DT and Employer on proposals, changes, and updates affecting the design.

5.7 Communication

- 1) Comply with the Employer's and, where applicable the contractor's procedures for management and approval of design as follows:
 - Design control (including deliverables and progress monitoring)
 - Sample approvals

- Change control
 - Drawing procedures
 - Use of emails and websites / FTP sites
 - Design information
 - Risk management
- 2) Co-ordinate with all other consultants and agree on an acceptable format of drawing production.
 - 3) Respond promptly to queries from the rest of the DT in relation to Accessibility requirements.
 - 4) Liaise with the Employer and make sure that relevant and appropriate requirements from the brief functional requirements are incorporated into the designs.

5.8 Design & Coordination

- 1) At all stages of the project's development, the Civil Engineer will act as design lead consultant.
- 2) Work with the other design consultants to develop the design in a collaborative approach to ensure a fully co-ordinated design solution for the project.
- 3) At all stages of the project's development, the SPDT lead is to review design proposals by the other consultants, commenting as appropriate, so that the design is fully co-ordinated, comprehensive and quantifiable. Ensure always that the design information produced is clear and appropriate to the stage of the project.
- 4) All members of the SPDT (other than lead) are to assist the lead consultant in reviewing the actual progress of design against the anticipated, keeping the design programme up to date. Assist in seeking to achieve improvements to the design programme, where practical.
- 5) All members of the SPDT (other than lead) are to liaise with the lead consultant and review design proposals by the other consultants, commenting as appropriate, so that the design is fully co-ordinated, comprehensive and quantifiable. Ensure always that the design information produced is clear and appropriate to the stage of the project.
- 6) At appropriate stages and in accordance with the Appointment, Fee Agreement and Scope of Services herein, consider alternative designs which might provide a benefit to the project without compromising the Employer's requirements and agreed brief.
- 7) Review the design always during development against the Employer's Brief to ensure compliance. Should there be any elements which either extend or reduce the brief then these are to be identified along with proposals to re-align the design with the brief. Employer's approval should be sought before proceeding with any change.
- 8) Coordinate and communicate with any other consultants and advisors appointed or to be appointed by the Employer. At all times communicate effectively and clearly.
- 9) Distribute all design and related information to relevant parties.
- 10) Provide all necessary technical advice and assistance relating to any agreements to be entered with regulatory authorities (whether under the Local Government Act, the Building Control Act or the Health, Safety and Welfare at Work legislation or other

relevant legislation) and regarding and Fire Certificate / Disability Access Certificate permissions, or other applications.

- 11) Deliver all design requirements through all stages.
- 12) Produce design alternatives and value engineering options as may reasonably be required following instruction from the Employer in accordance with the Appointment, Fee Agreement and Scope of Services herein.
- 13) The SPDT should provide for delivery of all design services for the coordination, design, and delivery of Site Activation Works project.

5.9 Cost Management

- 1) Exercise the reasonable degree of skill, care and diligence required to monitor that the design adheres to the budget. Immediately warn the Employer, the PM and the Quantity Surveyors of changes to the design which might exceed any element of the budget.
- 2) Provide the necessary technical input to allow the design to be checked against the budget or cost plan and the necessary updating to be carried out.
- 3) Participate with other members of the DT in value engineering and life cycle costing exercises and provide the necessary information and reports on various materials, components, structures, services and the works in total.
- 4) Assist the Quantity Surveyors in preparing cost plans and estimates for the works where required.
- 5) Provide information (if required) for and assist in providing life-cycle reports on various materials, components, structures, services and the works in total.
- 6) Implement fully the change management procedure required by the Quantity Surveyors for any changes and assist in the assessment of changes implications (Cost, Time, Quality, Performance and Health and Safety).

5.10 Health & Safety

- 1) Ensure, in consultation with the Project Supervisor Design Process ("PSDP"), that the design fully complies with the relevant Health & Safety legislation including the Safety, Health and Welfare at Work (Construction) Regulations.
- 2) Provide all necessary information and design risk assessments required by the PSDP under the Regulations and for incorporation into the Health and Safety Plan and Health and Safety File.

5.11 Risk

- 1) Provide sufficiently detailed information to allow the preparation and regular update of a risk register, relating to relevant technical issues and where appropriate, assist with the identification of any commercial risks. Where possible, assist the Employer and PM along with the other consultants in managing risks to minimise their effects.

5.12 Quality

- 1) Operate a quality management system in respect of all activities required to perform the services and communicate the principal features of that system to the other consultants and contractors.

5.13 Stakeholders

- 1) Participate in stakeholders' management and meetings with the various stakeholders as required, where appropriate. Prepare supporting material as required for presentation of the design proposal to stakeholders and to the Employer's staff.
- 2) Stakeholders, as per general brief, including but not limited to:
 - Employer's Management Team
 - Limerick City & County council
 - Utilities providers
 - Transport authorities

5.14 Programme

- 1) Assist in the preparation and co-ordination of the project programmes, including programmes for procurement and construction. Comment, within the scope of the services, on programmes prepared and submitted by contractors and subcontractors.
- 2) Provide promptly all advice, consents, reports, comments, approvals, instructions, certificates and other information with a view to not delaying or disrupting the progress of the project.
- 3) Prepare detailed programmes of services with a view to achieving dates provided by the Employer or PM.
- 4) Furthermore, assist the lead consultant in reviewing the actual progress of design against the anticipated, keeping the design programme up to date. Assist in seeking to achieve improvements to the design programme, where practical.

5.15 Green Public Procurement

The obligations in relation to Green Public Procurement should be considered and included throughout the design stages of a project life cycle by all of the Design Team. Design Team Consultants should initially refer to the Green Public Procurement Strategy and Action Plan 2024-2027 and any future updates and the sustainability of the CWMF. It is important that the requirements are considered at the early design stages to allow consideration to the requirements as part of the design. This guidance details actions and sectoral/Product Targets which are required to be implemented.

5.16 Cost Control and Carbon Reporting

The Capital Works Management Framework Cost Control and Carbon reporting templates, incorporating the International Cost Management Standards (ICMS3) are for use on all new capital works projects (commencing stage 1) from 1st January 2024. It is mandatory to use the

templates to report on capital costs of works projects. Design teams should ensure that these requirements including any subsequent updates are implemented.

Measuring and reporting on embodied carbon is vital in understanding what steps can be taken in the design and specification to reduce the overall carbon footprint. Whether that is in specifying materials with a lower carbon footprint or incorporating greater amounts of recycled materials or reusing resources that are currently sent to landfill. As part of implementing the use of The Capital Works Management Framework Cost Control and Carbon reporting templates the design team should measure and report on all aspects of Carbon throughout the various stages of the project including incorporating the requirements within the project tender documentation and the necessity to validate and report on the outcome on completion of the project.

5.17 BIM Requirements

As per the Public Sector BIM Adoption Timeline, the BIM mandate will apply to both the Design team and the Contractor and Supply Chain.

Building Information Modelling (BIM) is a process for creating and managing information on a construction project throughout its whole life cycle. BIM is a collaborative way of working, underpinned by the digital technologies which unlock more efficient methods of designing, creating and maintaining our assets. Properly implemented, BIM delivers projects to a higher quality and safety level.

One of the key outputs of this process is the Building Information Model, the digital description of every aspect of the built asset. This 3-D model draws on information assembled collaboratively and updated at key stages of a project.

Creating a digital Building Information Model enables those who interact to optimize their choices, resulting in a greater whole life value for the asset. Internationally, the BIM process and associated data structures are defined in the ISO 19650 and 12006 series of standards

In accordance with the CWMF BIM requirements the Project Information for the Design, Construction and Handover stages of the project will be managed using ISO 19650-1 (Concepts and Principles) and ISO 19650-2:2018 standard “Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM) - Information management using building information modelling - Part 2: Delivery phase of the assets”, including the Irish (NSAI) National Annex.

All works to be carried out in accordance with the Project Exchange Information Requirements (EIR) included with the tender documents.

All drawings and documents to be named in accordance with ISO 19650-2 Irish National Annex, File Naming Convention.

The appropriate 3-D modelling software to be agreed with SPDT on appointment in accordance with the EIR.

The SPDT shall complete and deliver all necessary documents and deliverables as set out in the EIR and ISO 19650.

6.0 PROJECT STAGES

Note: The stage scope of works set out below is non-exhaustive and is provided for reference purposes only. The SPDT shall carry out all works in accordance with the requirements of the Capital Works Management Framework, including all associated guidance documents. The Design Team shall be responsible for delivering all project outputs and services necessary for the successful completion of the project to the required standard.

6.1 Stage i – Preliminary / Due diligence

- 1) Review the project brief and confirm the Employer's objectives for the project.
- 2) Obtain a comprehensive understanding of, and assist in establishing and/or reviewing, the Employer's requirements for the Works.
- 3) Undertake a full due diligence review of all available project information, including but not limited to
 - a. Existing surveys, investigations, and other information completed to date;
 - b. Planning application documentation and drawings;
 - c. Planning application Further Information responses;
 - d. Stage 2A2 AIDT Design Pack, including all associated reports, drawings, and specifications.
- 4) Where any deficiencies, omissions, inconsistencies, or information gaps are identified during the due diligence process, notify the Employer and Project Manager promptly and provide recommendations as to how such deficiencies may be addressed.
- 5) Visit the site and undertake an initial appraisal and inspection of the existing conditions. Advise the Employer, Project Manager, and other consultants of any site constraints or physical restrictions that may impact upon the proposed design solution. Undertake, or recommend, any additional structural investigations, condition surveys, or specialist inspections considered necessary.
- 6) Identify any constraints affecting the site or proposed development, including but not limited to topographical limitations, operational constraints, contamination, existing services, or issues arising from previous site use not already identified within the information provided.
- 7) Engage with relevant utility providers, including but not limited to ESB Networks, Uisce Éireann, SIRO, and Eir, at the earliest opportunity to inform and coordinate utility and infrastructure design strategies.
- 8) Establish project information management procedures, including document transfer protocols, file structures, CAD/BIM standards, and coordination procedures.
- 9) Agree the project programme, deliverables, communication procedures, and reporting arrangements with the Employer and Project Manager.
- 10) Assist the Employer in the preparation and development of the Employer's Requirements documentation.
- 11) Identify and coordinate Design Team information exchange requirements, including the assembly of reference information and shared project resources.
- 12) Assist the PM in any relevant areas for the completion of the Project Execution plan.

- 13) Lead the procurement and coordination of any site-specific surveys, investigations, or specialist reports required to progress the design development process.
- 14) Review alternative design and construction methodologies with the Employer and advise on associated programme, procurement, and cost implications.
- 15) Prepare sufficient preliminary design information to address any deficiencies, constraints, or gaps identified through the due diligence review.
- 16) Prepare and submit a comprehensive Stage i Report incorporating input from all Design Team members and all required supporting information.
- 17) Provide sufficient information, at an appropriate level of detail, to facilitate the preparation of an outline cost plan and project programme. Thereafter, provide all necessary input into the development of the indicative procurement and construction programme. Assist the Quantity Surveyor in the preparation of the budget estimate and, where required, revise the design and/or specification to align with the approved project budget.
- 18) Agree all deliverables for Stage ii of the project, including outcome of due diligence, additional surveys and draft contents of Design and Build tender documents. The outline of the Performance specifications and the number of additional drawings and how they are to be presented to be all agreed with the Client before proceeding to the next stage.

6.2 Stage ii (b) – Planning Review

Note: This stage may run concurrently with Stage ii (c) pending receipt of planning decision for An Coimisiún Pleanála

- 1) Review the planning decision and associated conditions with the Client and all members of the Design Team.
- 2) Undertake a detailed assessment of all planning conditions relevant to the Site Activation Works and identify any implications for the proposed scope, programme, or delivery strategy.
- 3) Develop and agree with the Client an appropriate design and compliance strategy for addressing all relevant planning conditions prior to progressing to the subsequent stage.
- 4) Liaise, where required, with the current Phase II Design Team in relation to planning conditions and coordination matters relevant to the Site Activation Works.
- 5) Prepare and submit a Review 5 Report assessing the planning conditions relevant to the Site Activation Works, including:
 - a. Identification of applicable conditions;
 - b. Assessment of their impact on the design and delivery of the Works;
 - c. Proposed measures for compliance and incorporation into the design; and
 - d. Confirmation of the agreed approach with the Client.

6.3 Stage ii (c) – Design & Build and Prepare Tender

- 1) Develop the Design & Build performance specifications and associated tender design information for the Works, including exemplar drawings/designs identified in Stage i, for tender purposes
- 2) Incorporate agreed revisions or additional works as identified in Stage ii (b) after review of planning conditions. This stage may run concurrently with Stage ii (c)
- 3) Provide relevant design information to facilitate discussion of proposals with other consultants and incorporate agreed consultant input into the Design & Build tender documentation.
- 4) Receive, review and comment on information received from specialist consultants, contractors or end users or to ensure compliance with the Employer requirements and relevant Design Guidelines and Regulations
- 5) Carry out minor amendments, revisions or alterations to approved scheme design on Employer's instructions.
- 6) Arrange for a detailed review with the Employer of the Design & Build tender documents and formally confirm that they have been prepared in accordance with the agreed brief and that they are fully coordinated.
- 7) Incorporate any changes to tender documentation arising from input from contractor proposals and/or value engineering exercises.
- 8) Provide copies of design information to assist in the assembly of the tender documentation. Prepare and provide the necessary input to the Invitation to Tender documentation.
- 9) Assist in the preparation of risk management strategy and risk register for incorporation in the tender documents including identified risks, risks transferred to contractor, and retained / managed risks
- 10) Assist the PM and the Quantity Surveyor regarding conditions of contract, forms of tender and warranties to be used on the Works.
- 11) Advise on the need for any specialist contractors and associated cost factors.
- 12) Provide information to other consultants for the preparation of cost estimate
- 13) Provide information for the preparation of schedule of works and cost plan.
- 14) Lodge all necessary applications with relevant utility providers i.e. Úisce Eireann, ESB, GNI etc.
- 15) Provide suitable and sufficient technical and design information for incorporation into the Pre-Tender Health & Safety Plan
- 16) Prepare design and building maintenance risk assessment and provide all necessary Civil and Structural technical and design information to the PSDP for incorporation into the Pre-Tender Health & Safety Plan.
- 17) Establish exchange information needs, compile reference materials and shared resources for the Design & Build contractor.
- 18) Collaboratively produce works contractor tender information, including generation, QA, review, authorisation, and acceptance.

6.4 Stage iii – Tender

- 1) Provide all relevant information to assist in the assembly of the tender documentation. Prepare and provide the necessary input to the Invitation to Tender documentation.
- 2) Appraise and report on tender evaluation with other consultants. Report on tenders to Employer.
- 3) Attend meetings with Main Contractor and sub-contractors in respect of key aspects of the works as required in support of contract closure.
- 4) High level assessment of alternative designs, materials or products proposed by a contractor or subcontractor.
- 5) Assist in advising the Employer and PM in the assessment of contractor / specialist submissions and in relation to adjudication on suitability of contractor / specialist candidates for the Contract for construction works.
- 6) Assess competence of contractor as designer, PSCS (and PSDP if appropriate).
- 7) Confirm the works contractor's BIM Execution Plan and Establish the Master Information Delivery Plan (MIDP).
- 8) Assist the PM and the Quantity Surveyor regarding conditions of contract, forms of tender and warranties to be used on the Works.
- 9) In conjunction with the PM and Quantity Surveyor analyse tender returns from a technical perspective and produce a tender recommendation report to the Employer for approval.
- 10) Advise Employer on the appointment of the contractor and their proposed design team and the responsibilities of the parties under the building contract.
- 11) Carry out minor amendments, revisions or alterations to production design on Employer's instructions.
- 12) Assist the Quantity Surveyor in administering a Suitability Assessment Questionnaire (SAQ) process to identify the tender list. This includes preparation of the SAQ and evaluation of the returns.
- 13) In consultation with the Employer and other consultants, provide all necessary design amendments, revisions and adjustments for the preparation of Bills of Adjustments / Reduction if the lowest acceptable tender exceeds the pre-tender Developed Cost Plan.

6.5 Stage iv – Construction

As technical advisors, the SPDT shall not be responsible for the Contractor's detailed design, temporary works, construction methods, sequencing, fabrication design, specialist subcontractor design, health and safety obligations, or construction means and methods.

- 1) The design team will be retained by the client to act on their behalf in a technical advisor role during the Construction stage.
- 2) As technical advisors to LTT, provide design oversight, technical review and advisory services during the implementation stage of the Project in relation to the Design & Build Contractor's design development, construction and commissioning activities.

- 3) Review & assign final status of Design & Build Contractor design submissions, drawings, specifications, calculations, samples and technical submittals for general compliance with the Employer's Requirements, Contract Documents, statutory requirements and applicable design standards. Final status will be in accordance with ISO 19650-2 Irish National Annex i.e. Status A: Accepted; Status B – Accepted subject to Comments and Status C: Rejected,
- 4) Comment on and monitor the progression and sequencing of the Contractor's design development to identify apparent departures from the Employer's Requirements or agreed design intent.
- 5) Attend design coordination meetings, workshops, progress meetings, technical workshops and site meetings as reasonably required during the implementation stage.
- 6) Provide technical advice and recommendations to the Employer and Project Manager regarding the Contractor's design proposals, construction methodology, sequencing and technical submissions.
- 7) Review contractor proposals relating to alternative materials, value engineering submissions, substitutions and proposed departures from the Employer's Requirements and advise the Employer accordingly.
- 8) Monitor the implementation of the Works generally for apparent compliance with the Contract Documents, design intent and quality requirements.
- 9) Undertake periodic site inspections at agreed intervals to observe the progress and general quality of the Works and advise the Employer of any apparent defects, non-conformances or departures from the Contract Documents observed during such inspections.
- 10) Review mock-ups, samples and workmanship standards where required under the Contract Documents.
- 11) Review and comment on contractor requests for information (RFIs), technical queries and proposed design changes where referred by the Employer or Project Manager.
- 12) Assist the Employer and Project Manager in evaluating the technical implications of proposed variations, compensation events and change requests.
- 13) Review relevant contractor testing, inspection and commissioning information submitted during the Works.
- 14) Monitor the Contractor's compliance with agreed procedures relating to quality assurance, design coordination and document control.
- 15) Review progress against key design, procurement and construction milestones and advise the Employer of material issues which may impact programme, cost or quality.
- 16) Provide technical input to periodic progress reports prepared for the Employer or Project Manager.
- 17) Attend inspections associated with practical completion and prepare schedules of apparent defects or incomplete works observed during inspections.
- 18) Review as-built information, operation and maintenance documentation and handover submissions provided by the Contractor for general completeness in accordance with the Contract requirements.

- 19) Assist the Employer during practical completion, handover and close-out stages of the Project.
- 20) Attend site during the defects liability period, if required under the agreed scope of services, to review reported defects and advise the Employer regarding apparent remedial obligations under the Contract.

6.6 Stage v – Handover

- 1) Assist the Employer and Project Manager during the practical completion and handover process for the Works.
- 2) Review and assess in conjunction with the employer and PM, the contractors handover programme.
- 3) Attend inspections of the Works associated with practical completion and handover stages as required.
- 4) Review the Contractor's submissions relating to practical completion and advise the Employer regarding apparent completion of the Works in accordance with the Contract requirements.
- 5) Review contractors design team schedules of defects, incomplete works and outstanding items identified during inspections.
- 6) Review and comment on the Contractor's proposals and programme for completion of outstanding works and rectification of defects.
- 7) Review as-built drawings, record information, operation and maintenance manuals, asset data and other handover documentation submitted by the Contractor for general completeness and apparent compliance with the Contract requirements.
- 8) Review commissioning records, test certificates and relevant statutory compliance documentation submitted by the Contractor as required under the Contract.
- 9) Assist the Employer in reviewing handover procedures for operational personnel where required under the Contract Documents.
- 10) Attend handover meetings and provide technical advice to the Employer regarding operational readiness and completion matters.
- 11) Monitor the close-out of outstanding defects and incomplete works identified prior to or at practical completion. Provide a recommendation to the client on whether all works have been satisfactorily closed out for handover.
- 12) Review Contractor submissions relating to final completion and close-out requirements.
- 13) Attend inspections during the Defects Period and advise the Employer regarding apparent defects and remedial works obligations under the Contract.
- 14) Review information submitted by the Contractor at the end of the Defects Period and advise the Employer regarding apparent completion of outstanding remedial works.
- 15) Attend and contribute to a post project evaluation