Tionscadal Éireann
Project Ireland
2040

Comhairle
Cathrach na Gaillimhe
Galway City Council

TENDER BRIEF

Appointment of a Multidisciplinary Consultancy Team

CLIFDEN RAILWAY PEDESTRIAN AND CYCLE BRIDGE



Preliminary Design Validation through to Statutory Consent
(Roads Act 1993 s.50 Application to An Bord Pleanala)

Client:	Galway City Council
Project Reference:	Clifden Railway Pedestrian & Cycle Bridge
Basis of Appointment:	Conditions of Engagement (COE) – Standard Conditions
Document Status:	Tender Brief – Issue for Tender. Rev T2
Date:	October 2026
Prepared By:	Project Management and Capital Development, Galway City Council

Table of Contents

1. Introduction **3**
2. Background and Project Description **3**
3. Purpose and Scope of Appointment **7**
4. General Obligations of the Consultant **11**
5. Meetings, Quality Management and Reporting **12**
6. Personnel and Sub-Consultants **12**
7. Insurances **12**
8. Required Design Team Composition **13**
9. Consultancy Services – General **14**
10. Existing Information Available to Tenderers **16**
11. Statutory and Third-Party Consents **17**
12. Indicative Programme **18**
13. Risk Identification **18**
14. Key Stakeholders **19**
15. Summary of Key Deliverables **19**
16. Basis of Appointment and Form of Contract **20**
17. Tender Submission Requirements **22**
18. Tender Evaluation **22**
19. Instructions to Tenderers **22**

1. Introduction

Galway City Council ("the Council" / "GCC") invites tenders from suitably qualified and experienced multidisciplinary consultancy teams for the appointment of a Lead Consultant and associated specialist sub-consultants to progress the Clifden Railway Pedestrian and Cycle Bridge (the "Project") from validation of the preferred option through preliminary design (Stage A) to the compilation and submission of a Section 50 Roads Act 1993 application to An Bord Pleanala (ABP) for statutory consent (Stage B). Achieving statutory consent for the Project is the objective of this commission.

The Project is funded through the Urban Regeneration and Development Fund (URDF), administered by the Department of Housing, Local Government and Heritage, with match funding from the Council, and forms a strategically important active travel link across the River Corrib in Galway City, connecting Woodquay and the University of Galway campus with the wider city active travel network. See Section 2.4 for further detail on the Project's funding history and current position.

This Tender Brief sets out the background to the Project, the full scope of services required, the existing information available to tenderers, the statutory consent pathway, the indicative programme, key risks, and the basis on which tenders will be invited and evaluated. It is issued as part of a Request for Tenders (RFT) to be administered by GCC's Procurement Section under the Capital Works Management Framework (CWMF) / applicable EU public procurement thresholds, with appointment to be made under the Conditions of Engagement (COE) Standard Conditions of Engagement for consultants. This Tender Brief constitutes the full Scope of Services for the commission; award criteria, weightings and the assessment methodology are set out in a separate Instructions to Tenderers document – see Section 18.

2. Background and Project Description

2.1 Site and Existing Structure

The Project relates to the disused Clifden Railway Bridge, which carried the former Galway to Clifden railway line across the River Corrib. The masonry piers and abutments of the former railway bridge survive in the river and are listed as a Protected Structure (NIAH Reg. No. 30309001) under the Galway City Development Plan 2023–2029. The Council's proposal is to reuse and adapt this structure to provide a new dedicated pedestrian and cycle crossing of the River Corrib, connecting Woodquay on the eastern bank with the University of Galway campus and Dyke Road on the western bank.

The River Corrib in the vicinity of the site is a premier salmon fishery, is tidal and navigable, and lies close to the Salmon Weir and the Salmon Weir Bridge. The site interfaces directly with Lough Corrib SAC, Galway Bay SAC, Inner Galway Bay SPA and Lough Corrib SPA, and with the Galway City Flood Relief Scheme, which is being separately progressed by the Office of Public Works (OPW).

2.2 Preferred Option – AECOM Structures Options Report

A Structures Options Report (SOR) was prepared by AECOM Ireland Limited (Rev 04, dated 1st March 2023, Project No. 60656050) evaluating a range of structural options for reuse of the piers and abutments, culminating in a multi-criteria assessment (MCA) and cost comparison. The SOR identifies Option 2 – "Rippled Arch" as the Council's preferred option, on the basis of structural feasibility, buildability, cost, and its sympathetic relationship to the Protected Structure piers.

Item	Detail
Preferred Option	Option 2: Rippled Arch (AECOM SOR Rev 04, March 2023)
Estimated Construction Cost	€7,571,550 (excl. VAT) – Options Stage estimate
Total Comparison Cost (incl. contingency & inflation)	€14,418,634 (excl. VAT)
Existing Structure	Former railway bridge piers and abutments – Protected Structure NIAH 30309001
Planning Route	Section 50, Roads Act 1993 (as amended) – application to An Bord Pleanala
Environmental Assessment	Mandatory EIAR and Natura Impact Statement (NIS) required

Note: cost and option data are drawn from the AECOM SOR (Options Stage) and are provided for tenderers' background information only. The appointed consultancy team will be required to validate, update and refine these figures during Preliminary Design in accordance with such cost management framework as the Council directs, having regard to the Public Spending Code and the Project's URDF funding requirements (see Section 2.4).

The Council carried out a non-statutory public consultation on the three design options between 7 March and 11 April 2024 (over 1,200 participants). Option 2 – Rippled Arch (the Emerging Preferred Option) received markedly stronger support than the two alternatives (1,559 positive to 120 negative responses, against 712:502 and 911:373 for the alternatives), reinforcing the SOR's Options Analysis and providing evidence in support of the Council's recommendation of this option for the purposes of Section 2.1.1(ii) / 2.2.2(ii) of the URDF IG Guidance. The full findings are set out in the Non-Statutory Public Consultation Report referenced at Section 10.

2.3 Basis for Anticipating a Full EIAR and NIS

No EIA Screening or AA Screening has yet been carried out for the Clifden Railway Pedestrian and Cycle Bridge itself; these are Stage B tasks for the appointed Consultant (see Section 3.2). The SOR nonetheless anticipates that a full Environmental Impact Assessment Report (EIAR) and a Stage 2 Appropriate Assessment (AA) / Natura Impact Statement (NIS) will very likely be required, on the following basis:

- All of the bridge options considered in the SOR, including the preferred option, exceed 100m in length, which the SOR identifies as likely to trigger a mandatory EIAR under Section 50(1) of the Roads Act 1993 (as amended).
- The bridge crosses, and its piers sit within, Lough Corrib SAC, with further connectivity to Galway Bay SAC, Inner Galway Bay SPA and Lough Corrib SPA (see Section 2.1).
- Preliminary Ecology Appraisal (Appendix E of the SOR, AECOM, March 2023) – identifies bats, otter, breeding/non-breeding birds and fish as Major constraints and states that it is considered highly likely that a full AA and NIS will be required; the full survey programme this informs is being procured separately (see Section 3.3).
- Archaeological Assessment (Appendix F of the SOR) – confirms Protected Structure status of the bridge piers.
- Underwater/diving survey (ADCO Ltd, 2021) and a 2000 geotechnical site investigation – pier condition, riverbed conditions and stratigraphy; further site investigation is anticipated to be required.

The current status of the Project is: the preliminary options work is complete; the Council is now procuring the multidisciplinary design team required to deliver Preliminary Design validation (Stage A) and Statutory Consent Preparation (Stage B), with the objective of achieving statutory consent for the Project via a Section 50 Roads Act 1993 application to An Bord Pleanala.

2.4 Funding History and Current Position

The Project was originally funded by the National Transport Authority (NTA) under its Active Travel Programme. The NTA withdrew its funding commitment to the Project in May 2025. Following that withdrawal, the Council secured a funding commitment from the Urban Regeneration and Development Fund (URDF), administered by the Department of Housing, Local Government and Heritage, to progress the Project to Statutory Consent stage (i.e. Stage A and Stage B, the subject of this commission). URDF funding is committed on a 75:25 basis, with URDF funding 75% of eligible project cost and the Council funding the remaining 25%.

Tenderers should note that the NTA/TII Project Management Guidelines phase framework (Phase 0 to Phase 7), previously used to describe this Project, no longer applies now that the Project is funded by URDF rather than the NTA. This Tender Brief instead describes the commission as Stage A (Preliminary Design) and Stage B (Statutory Consent Preparation), with achieving statutory consent for the Project as the objective; the governing capital appraisal framework for the Project is the Infrastructure Guidelines (Department of Public Expenditure, NDP Delivery and Reform, December 2023) – see Section 2.5.

2.5 Infrastructure Guidelines – Project Lifecycle and Approval Gates

Under the Infrastructure Guidelines, the Council acts as Sponsoring Agency and URDF/DHLGH acts as Approving Authority for the Project. The Infrastructure Guidelines set out a five-stage project lifecycle, of which three stages prior to implementation are formal approval stages: (1) Strategic Assessment & Preliminary Business Case, approved at Approval Gate 1 (Approval in Principle); (2) Pre-Tender – Project Design, Planning and Procurement Strategy, approved at Approval Gate 2 (approval to proceed to tender); and (3) Post-Tender – Final Business Case, approved at Approval Gate 3 (approval to award the main construction contract). DHLGH's sector-specific guidance for URDF-supported projects – Guidance on the Application of the Infrastructure Guidelines for Projects Approved under Calls 1 and 2 of the URDF Programme (DHLGH, 29 April 2024) (the "URDF IG Guidance") – included in the 'Info Pack' with this RFT- sets out the submission requirements applicable to the Project at each Approval Gate, by reference to project cost thresholds, and is applied throughout this Section and at Section 2.5.1 below.

The Infrastructure Guidelines apply proportionality thresholds by estimated capital cost, further specified for URDF projects in Section 2 of the URDF IG Guidance. The Project's estimated capital cost (c. €7.6m–€14.4m per the AECOM SOR, excl. VAT – see Section 2.2) currently falls below the €20 million threshold at which the full three-gate process applies, on the basis of information available at the date of this Tender Brief.

Tenderers should note, however, that the URDF IG Guidance defines "all in cost" to include construction cost, VAT, professional fees, land costs and sponsoring agency staff costs, none of which are fully reflected in the AECOM SOR Total Comparison Cost of €14,418,634 (stated excl. VAT, at March 2023 prices). Having regard to construction cost inflation since March 2023 and, in particular, to land acquisition and potential CPO costs (see Section 11) not reflected in that 2023 estimate, the Council considers there to be a material risk that the all in project cost will be at or close to the €20m threshold. The Consultant's Quantity Surveyor shall confirm the position definitively as part of the Approval Gate 1 cost plan, and the arrangements at Section 2.5.1 below apply on a mandatory, not contingent, basis in the meantime. Accordingly:

- A separate Strategic Assessment is not required; however, the Preliminary Business Case must still clearly document the strategic case, rationale and objectives for the Project.
- Approval Gate 1 (Preliminary Business Case, Approval in Principle) applies, and is the Approval Gate directly relevant to this commission – see Sections 3.1 and 11.
- Approval Gate 2 (Pre-Tender Design, Planning and Procurement Strategy) does not apply; instead, the Council follows the steps set out in the Capital Works Management Framework (CWMF) ahead of tendering, consistent with the RFT/procurement approach set out in this Tender Brief.

- Approval Gate 3 (Final Business Case) applies before award of the main construction contract; this falls within the future Detailed Design and Construction procurement stages, which are outside the scope of this commission (see Section 3.2), but the financial and economic appraisal work carried out by the Consultant under this commission will feed into the Final Business Case in due course.

The Consultant is responsible for drafting the Preliminary Business Case document itself – including the strategic case, options analysis, technical report, financial appraisal, and such economic appraisal and risk assessment as the Council agrees with URDF/DHLGH is proportionate to the Project's scale – to the standard required for Approval Gate 1, for the Council's review, sign-off and submission to URDF/DHLGH, as more particularly described at Section 3.1. The Council will provide strategic direction and confirm final content, but authorship of the submission document itself rests with the Consultant.

2.5.1 Approval Gate 2 Contingency – URDF IG Guidance Sections 2.1.2 and 2.2.2

Notwithstanding that no formal Approval Gate 2 submission to DHLGH is required for the Project provided the all in cost remains ≤ €20m, Section 2.1.2 of the URDF IG Guidance requires sponsoring agencies to progress projects at or below the €20m threshold "in line with the steps outlined by the OGP in the Capital Works Management Framework and in line with paragraph 2.2.2" of the URDF IG Guidance, so as to ensure that cost estimates are robust and that the Project remains in compliance with its objectives. Given the Council's assessment at Section 2.5 that there is a material risk the all in project cost will be at or close to the €20m threshold, the Consultant's Stage A scope at Section 3.1 requires the substantive content required under Section 2.2.2 of the URDF IG Guidance for a Pre-Tender (Approval Gate 2) submission to be developed as a mandatory, core element of Stage A – not a contingent or optional item – regardless of whether that content is ultimately submitted to DHLGH as a formal Approval Gate 2 submission. This substantive content comprises:

- A Detailed Project Brief, developed as a refinement of the Approval Gate 1 project brief.
- A review and update of the Options Analysis carried out at Approval Gate 1, confirming that the preferred option (Option 2 – Rippled Arch) has not been undermined by subsequent design development or by any planning conditions.
- An updated Financial Appraisal, including a revised Net Present Value (NPV) calculation, and, where the NPV is or becomes negative, an Economic Appraisal considering non-market impacts.
- A Technical Report addressing confirmation of planning permission/consent status, Scheme Design Drawings sufficient to articulate the scope of works proposed to be tendered, a pre-tender all in Cost Plan (using the URDF Appendix 2 template referred to at Section 2.1.2 of the URDF IG Guidance), a Value Engineering declaration, and a Project Execution Plan.
- A re-affirmation of the Procurement Strategy and of the Project's compatibility with National, Regional and Local Plans and with the National Strategic Outcomes under the National Planning Framework.
- An updated Risk Assessment reflecting risks emerging since Approval Gate 1.

In accordance with Section 2.1.2 of the URDF IG Guidance, a summary of the pre-tender cost report prepared by the Quantity Surveyor, together with a pre-tender all in cost plan using the URDF Appendix 2 template, shall be submitted by the Council to DHLGH for information before the Project proceeds to tender, regardless of whether a formal Approval Gate 2 submission is made.

Where, at any point following Approval Gate 1, the updated cost plan indicates that the all in project cost has risen such that it may exceed €20m, or where there is otherwise any doubt as to whether the all in project cost will remain ≤ €20m, the Consultant shall notify the Council's Representative immediately. In that circumstance, Section 2.1.2(v) of the URDF IG Guidance requires that a formal Approval Gate 2 submission (prepared in accordance with Section 2.2.2 of the URDF IG Guidance) must be made to DHLGH before the Project proceeds to tender, and the Consultant shall support the Council in preparing that submission as an Additional Service in accordance with Section 16.1.

Tenderers should further note that, in accordance with Section 2.1.3(vi) of the URDF IG Guidance, URDF grant funding will not exceed 75% of the all in project cost or €15m, whichever is the lesser, for any project which proceeds through the streamlined two-stage approval process described in this Section, regardless of the tender prices or final all in costs confirmed at Approval Gate 3 (Final Business Case).

The Scheme Design Drawings and associated technical information shall be developed to Preliminary Design / statutory consent level only. Detailed Design and pre-tender design following statutory consent are excluded from the lump-sum scope.

3. Purpose and Scope of Appointment

The Council requires the appointment of a single, integrated multidisciplinary consultancy team, led by a Lead Consultant, to deliver the following two work stages as a continuous commission:

3.1 Stage A – Preliminary Design

- Establish the design team, BIM/document management protocols (ISO 19650) and quality management system at inception; prepare and maintain a detailed master programme, reporting progress monthly to the Council's Representative (see also Sections 5 and 6).
- Review and validation of the AECOM SOR preferred option (Option 2 – Rippled Arch), including confirmation of structural feasibility and buildability, structural assessment of the existing piers and abutments (incorporating the geotechnical investigation and diving survey outputs), and confirmation of structural capacity for the proposed loading.
- Additional geotechnical site investigation and reporting, including in-river investigation subject to OPW and IFI consent, culminating in a Geotechnical Report with foundation design recommendations for the preferred option.
- Topographic and hydrographic (bathymetric) survey of the river corridor and both approaches.
- Utility survey and services diversion assessment (desktop and intrusive).
- The cost of carrying out the additional ground investigation (including in-river investigation), the topographic and hydrographic surveys and the utility survey is excluded from the tendered lump sum. The Council will procure these works separately, on the basis of the Consultant's specification. The Consultant shall price the preparation of the specification and tender documentation, supervision of the works, interpretation of the results and reporting, as described in the Pricing Document.
- Hydraulic assessment and flood risk assessment, in liaison with OPW regarding Section 50 Arterial Drainage Act 1945 consent and the Galway City Flood Relief Scheme interface.
- The Consultant shall include for a tree survey, arboricultural impact assessment and tree protection proposals for the bridge approaches, carried out by a suitably qualified arborist (professional arboricultural qualification and relevant experience), to BS 5837 and to the level required to inform the design, the EIAR and the statutory consent application. The cost is included in the tendered lump sum.
- Architectural design input. The Consultant's Architect shall, in co-operation with the structural engineer, Conservation Architect and Landscape Architect, develop the aesthetic and architectural design of the preferred option (Option 2 – Rippled Arch) at Preliminary Design level. This includes the form and proportions of the structure, the treatment of the piers and abutments in the setting of the Protected Structure, materials, finishes and parapet and handrail design, integration of lighting, and the design of the bridge approaches in consultation with the Landscape Architect. The design shall have regard to TII DN-STR-03021 (Aesthetics of Road Structures), the Protected Structure sensitivities and the river corridor setting. The Architect shall contribute to the Planning / Design Statement Report, the agreed-viewpoint photomontages and the Approval Gate 2 submission, and shall attend design review and public consultation meetings as required

- Preliminary bridge design (Option 2 – Rippled Arch), including general arrangement drawings, deck widths, gradients, structural specifications and east/west approach tie-in plazas; preliminary approach road and civil engineering designs for the tie-in areas; and an outline construction methodology statement. In developing the preliminary design, the Consultant shall have regard to the feedback received during the 2024 non-statutory public consultation (Section 10) – including on cycle/pedestrian segregation, deck width, wind shelter, surface materials and lighting – and shall confirm in the Design Report how each point has been addressed or, where not adopted, the reasons why.
- Incorporation, into the preliminary design, of the ecological design constraints identified in the SOR Appendix E Preliminary Ecological Appraisal (AECOM, March 2023) – see Section 3.3 – including: avoidance of artificial lighting on the structure, or, where lighting cannot be avoided, a lighting design informed jointly by a lighting specialist and the Consultant's Lead Environmental Consultant / Ecologist (see Section 3.3) so as to avoid light pollution of the River Corrib and adjoining bat commuting/foraging habitat; and a structural form and construction methodology that preserves the continued free movement of bats, birds, fish and otter along the watercourse.
- Active travel / active mobility design in accordance with the NTA National Cycle Manual and DMURS, confirming deck widths, gradients and approach tie-ins.
- Preliminary Landscape and Visual Appraisal, identifying agreed viewpoints (including Salmon Weir, Woodquay, Corrib banks and the University of Galway campus); design guidance from a Conservation Architect on works to the Protected Structure piers and abutments (NIAH 30309001).
- Stage 1 Road Safety Audit (independent auditor).
- Review and validation, at inception, of the ecological survey data procured separately by the Council under the standalone Ecological Survey RFQ (see Section 3.3), to confirm receipt, currency and completeness, and to identify at the earliest opportunity any gaps requiring supplementary survey ahead of the Stage B environmental assessment deliverables.
- Preparation and maintenance, from the outset of Stage A, of the Preliminary Safety and Health Plan and Designers' Risk Register by the PSDP (Project Supervisor Design Process).
- Financial appraisal, and such economic appraisal, sensitivity analysis and risk assessment (including allowance for optimism bias) as the Council agrees with URDF/DHLGH is proportionate to the Project's scale, to support the Council's Preliminary Business Case under the Infrastructure Guidelines (see Section 2.5); and an updated cost plan having regard to the Public Spending Code principles reflected in those Guidelines.
- Drafting of the Preliminary Business Case document itself – including the strategic case, options analysis, technical report, updated cost plan, financial appraisal, risk assessment, procurement strategy and delivery schedule – for the Council's review, sign-off and submission to URDF/DHLGH for Approval Gate 1 (Approval in Principle); the Council will provide strategic direction and confirm final content, but authorship of the submission document rests with the Consultant – see Section 2.5.
- Development, in parallel with the Approval Gate 1 submission, of the substantive content required under Section 2.2.2 of the URDF IG Guidance for a Pre-Tender (Approval Gate 2) submission – Detailed Project Brief, updated Options Analysis, updated Financial Appraisal and NPV, Technical Report (planning status, Scheme Design Drawings, pre-tender all in cost plan, Value Engineering declaration, Project Execution Plan), re-affirmed Procurement Strategy and updated Risk Assessment – as a mandatory, core element of Stage A in accordance with Section 2.1.2 of the URDF IG Guidance, given the Council's assessment at Section 2.5 of a material risk that the all in project cost is at or close to €20m; formal submission of this content to DHLGH as an Approval Gate 2 submission remains conditional on the Approval Gate 1 QS cost plan confirming the position – see Section 2.5.1.

3.2 Stage B – Statutory Consent Preparation

- EIA screening confirmation, to be confirmed with An Bord Pleanala in writing at the outset of Stage B, and Appropriate Assessment (Stage 1) screening and determination.
- Review, validation and adoption of the ecological survey reports and consolidated Ecological Baseline Report procured separately by the Council (Section 3.3) for direct use in the EIAR, supplemented by additional survey only where a genuine gap is identified (Additional Service, Section 16.1), and preparation of the Biodiversity chapter of the EIAR.
- Preparation of the Natura Impact Statement (Stage 2 Appropriate Assessment) in accordance with Appropriate Assessment of Plans and Projects in Ireland – Guidance for Planning Authorities (DAHG, 2010), addressing Lough Corrib SAC, Galway Bay SAC, Inner Galway Bay SPA and Lough Corrib SPA and demonstrating no adverse effect on the integrity of any European site, undertaken by a competent person for all stages of the AA process, and leading consultation with NPWS on AA screening and NIS scoping and content.
- Leading consultation with Inland Fisheries Ireland (IFI) and supporting negotiation of the Written Licence and Permit Agreement (WLPA), including advice on seasonal construction window restrictions arising from salmon migration and supervision of fish surveys as required.
- Cultural heritage / archaeological assessment (desk study, field inspection and archaeological geophysics, with test excavations if required) and preparation of a Conservation Statement demonstrating the sympathetic relationship of the proposed works to the Protected Structure piers and abutments (NIAH 30309001), including liaison with DHLGH / National Monuments Section on any archaeological monitoring scheme or licence application.
- Traffic and Transport Assessment, including construction traffic impact assessment for Waterside and Dyke Road and pedestrian/cycle demand modelling; Noise and Vibration Assessment, including baseline surveys and assessment of construction vibration impacts on the Protected Structure piers; Air Quality Assessment, including an outline construction dust management plan; Water Quality and Hydrology Assessment addressing Water Framework Directive no-deterioration compliance; Socio-Economic Assessment.
- Full Landscape and Visual Impact Assessment (LVIA), including agreed-viewpoint photomontages and, where required, a visual augmented reality (AVR) video of the preferred option;
- Preparation of a full Environmental Impact Assessment Report (EIAR), co-ordinating all specialist chapters and the Non-Technical Summary, in accordance with Sections 50 and 51 of the Roads Act 1993 (as amended), the EIA Directive 2011/92/EU as amended by Directive 2014/52/EU, S.I. No. 296 of 2018 (European Union (Planning and Development) (Environmental Impact Assessment) Regulations 2018), and the Guidelines for Planning Authorities and An Bord Pleanala on carrying out Environmental Impact Assessment (DHPLG, August 2018).
- Preparation and lodgement of applications for Section 50 (Arterial Drainage Act 1945) OPW consent for works in the watercourse, and Section 245 (Navigation Act) consent.
- Support to the Council in respect of Protected Structure consent liaison with DHLGH / National Monuments Section.
- Coordination and delivery, by the Consultant, of a further non-statutory public consultation on the developed (post-Stage A) design, prior to lodgement of the Section 50 Roads Act application, giving the public and stakeholders identified at Section 14 – including the rowing clubs – an opportunity to comment on how the design has evolved since the 2024 non-statutory consultation (Section 10); this shall build on, and shall not repeat, the 2024 consultation, with early, targeted engagement on the specific rowing club concerns identified at Section 13, and shall culminate in a Further Non-Statutory Public Consultation Report summarising submissions received and the Consultant's response to each. The Consultant shall also coordinate, on behalf of the Council, the statutory public consultation required during the ABP examination process, including preparation of exhibition materials, management of the public display and submissions period, and drafting responses to submissions received.

- Pre-application consultation with An Bord Pleanala (s.247 Planning and Development Act) and compilation of the Planning / Design Statement Report.
- Participation in a series of presentations to Council officials and elected members on the emerging design and Planning Report (indicatively up to three presentations), in advance of lodgement.
- Continuation of the statutory PSDP function throughout Stage B, updating the Preliminary Safety and Health Plan and Designers' Risk Register as the design develops.
- Support the statutory consent application and respond to design-related queries from the Council, consultees and An Coimisiún Pleanála
- Updated cost plan at Statutory Consent Preparation stage, and procurement cost advice to the Council.
- Compilation and lodgement of the Section 50 Roads Act application to An Bord Pleanala, including the EIAR, NIS and all supporting technical reports, and reasonable support to the Council through the ABP examination (including oral hearing, if directed – the Consultant should allow for a senior team member to be available for at least three, potentially non-consecutive, hearing days).

An optional extension to Detailed Design may be exercised by the Council following a satisfactory ABP decision, subject to separate agreement and budget approval; tenderers should note this potential extension of scope but should not price it as part of this commission.

3.3 Ecological Survey Data (Procured Separately)

The full seasonal ecological survey programme for the Project – previously scoped in this Tender Brief – is being procured by the Council as a separate, standalone commission (the "Ecological Survey RFQ"), advanced ahead of this appointment because the survey programme requires a minimum of one full annual (12-month) cycle across multiple discrete seasonal windows (bats, otter, badger, breeding and non-breeding birds, fish, freshwater pearl mussel, white-clawed crayfish, botanical and macroinvertebrate surveys), implementing the recommendations of the Preliminary Ecological Appraisal (PEA) at Appendix E of the AECOM Structures Options Report (March 2023). This removes the ecological survey lead-in time from this commission's critical path.

The Council will make available to the Consultant, as they become available (the separate commission's survey cycle is will still be in progress at inception of this commission), the individual technical survey reports and the consolidated Ecological Baseline Report produced under the Ecological Survey RFQ, together with an outline Invasive Species Management Plan (ISMP) where relevant. These are prepared to a level of detail suitable for direct incorporation into the Biodiversity chapter of the EIAR and to inform the NIS / AA screening and Stage 2 Appropriate Assessment – see Sections 3.1 and 3.2.

The Consultant's Lead Environmental Consultant / Ecologist shall review, validate and adopt this survey data for use in the EIAR and NIS, and shall identify at the earliest opportunity any gaps requiring supplementary survey (for example, due to data currency, an incomplete seasonal cycle at handover, or a scope gap against this Project's specific requirements). Supplementary survey work, where genuinely required, shall be treated as an Additional Service under Section 16.1, and is not assumed to be included in the Consultant's fee for this commission.

For the avoidance of doubt, this appointment does not include commissioning or carrying out the ecological surveys themselves; see Section 10 for the survey reports' status as existing information, and Section 13 for the associated interface risk.

3.4 Project Governance – Steering Group

A Steering Group will be established for the Project, comprising representatives of the Council, the Urban Regeneration and Development Fund (URDF) / Department of Housing, Local Government and Heritage, and the appointed Consultant, with the Office of Public Works invited to attend where matters relevant to the Galway City Flood Relief Scheme or Section 50 consent arise. The Consultant shall:

- Report directly to the Steering Group and fulfil the role of Employer's Representative for the Project.
- Attend Steering Group meetings not less than monthly (or as otherwise agreed), with a written progress report provided not less than two working days in advance of each meeting; the tender should allow for a base number of Steering Group meetings, with additional meetings paid on a pro-rata basis.
- Prepare and circulate agendas in advance of, and minutes within five working days following, all Steering Group and design team meetings at which the Consultant is present.
- Submit draft key reports (including the Design Report, NIS and EIAR) to the Steering Group with not less than three weeks' notice of intention to submit, allow not less than three weeks for the Steering Group to review and return comments, hold a clarification meeting within two weeks of receipt of comments, and provide a written response to comments – including detailed and sufficient reasons for accepting or not acting on each comment – within two weeks of that clarification meeting.

The Council may separately engage Senior Counsel to review the EIAR during its preparation; if so engaged, the Consultant shall cooperate with and attend meetings with Senior Counsel as reasonably required (tenderers should allow for up to four such meetings in their programme and fee, pending confirmation by the Council).

4. General Obligations of the Consultant

In providing the Services, the Consultant shall, in addition to its obligations under the COE Standard Conditions of Engagement:

1. Provide a single, integrated multidisciplinary team led by the Lead Consultant, with clear lines of responsibility and single-point accountability to the Council's Representative for delivery of the Services.
2. Exercise reasonable skill, care and diligence consistent with that of a competent consultant experienced in the design and statutory consenting of pedestrian and cycle bridge structures over navigable, environmentally sensitive waterways in Ireland.
3. Co-ordinate the input of all disciplines and named sub-consultants identified at Appendix I, and remain responsible to the Council for the performance of the Services notwithstanding any sub-consultancy arrangements.
4. Comply with all applicable statutory requirements, including the Planning and Development Act 2000 (as amended), the Roads Act 1993 (as amended), the EU Habitats Directive, the EIA Directive, the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291 of 2013), and all other legislation, guidance and standards referenced in Section 3.
5. Establish and maintain a BIM/document management system compliant with ISO 19650 for the duration of the commission, and provide the Council with access to all working files, models and registers as reasonably required.
6. Attend and, where directed by the Council's Representative, chair design team meetings, progress meetings, and statutory consultee/stakeholder meetings, and provide minutes and action logs within five working days of each meeting.
7. Provide monthly progress reports to the Council's Representative covering: progress against programme; risk register updates; cost plan status; key decisions required of the Council; and forward look for the following reporting period.
8. Not proceed with, or represent to any third party (including An Bord Pleanala or any statutory consultee) as being the Council's position, any change in scope, design approach, or programme without the prior written approval of the Council's Representative.
9. Ensure that the individual named as Project Supervisor Design Process (PSDP) is appointed in writing at the outset of the commission and fulfils the statutory PSDP function throughout Stages A and B.

10. Maintain the confidentiality of all Council information and comply with the Council's data protection and records management requirements.

5. Meetings, Quality Management and Reporting

This Section supplements the Steering Group governance arrangements at Section 3.4 with the Consultant's wider meeting, quality management and reporting obligations across the commission.

5.1 Meetings

- Inception meeting within one week of mobilisation.
- Design team progress meetings not less than monthly, chaired by the Lead Consultant, with minutes issued within five working days.
- Progress meetings with the Council's Representative not less than monthly, in addition to the Steering Group meetings at Section 3.4.
- Statutory consultee and stakeholder meetings as required by the programme, with the Council's Representative given reasonable notice and the opportunity to attend.

5.2 Quality Management and BIM

- The Consultant shall operate a documented quality management system for the duration of the commission and shall provide the Council with a BIM Execution Plan compliant with ISO 19650 within four weeks of mobilisation.
- All reports, drawings and models shall be subject to the Consultant's internal check, review and approval procedure prior to issue to the Council.

5.3 Reporting

- Monthly written progress reports covering programme status, risk register updates, cost plan status, and matters requiring Council decision.
- Immediate notification in writing to the Council's Representative of any matter likely to materially affect programme, cost, or the statutory consent strategy.

6. Personnel and Sub-Consultants

The Consultant shall name key personnel for each discipline and any sub-consultants engaged to provide specialist services in their response to the Quality Criteria contained in the Instructions to Tenderers. The Consultant shall not replace any named key individual without the prior written consent of the Council's Representative, such consent not to be unreasonably withheld provided a suitably qualified and experienced replacement is proposed.

The Consultant remains fully responsible to the Council for the performance of all sub-consultants as if such services were performed directly by the Consultant.

7. Insurances

The Consultant shall hold, and shall require all sub-consultants to hold, the following insurances for the duration of the commission and for such run-off period thereafter as is specified in the COE Standard Conditions of Engagement or the executed Agreement:

- Professional Indemnity Insurance, in the amount to be specified in the Particular Conditions issued with the RFT.
- Public Liability Insurance, in the amount to be specified in the Particular Conditions issued with the RFT.
- Employer's Liability Insurance, as required by law.

Evidence of such insurances shall be provided to the Council prior to commencement of the Services and thereafter upon renewal or upon reasonable request.

8. Required Design Team Composition

The consultancy team shall comprise, at minimum, the disciplines set out below. Tenderers may propose specialist sub-consultants for the services marked accordingly, provided overall design team integration, quality management and single-point accountability to the Council are maintained through the Lead Consultant. The tables below summarise each discipline's role; the full, Stage-by-Stage scope of Services is set out at Section 3.

Project Management and Lead Consultant

Discipline	Key Deliverables
Lead Consultant / Project Manager (Design)	Project programme; design co-ordination; quality management; reporting to GCC PM; BIM/document management system

Structural Engineering

Discipline	Key Deliverables
Senior/Lead Structural Engineer	Structural assessment of existing piers; preliminary bridge design (Option 2); Stage 1 RSA; structural specifications
Architect (Bridge / Infrastructure Design)	Architectural design lead for the bridge form, materials, finishes, lighting integration and detailing; design statement and visual inputs to the LVIA; co-ordination with the Conservation Architect and Landscape Architect
Geotechnical Engineer	Additional SI specification and supervision; geotechnical report; foundation design recommendations

Civil / Transport Engineering

Discipline	Key Deliverables
Civil Engineer (Infrastructure & Hydraulics)	Hydraulic/FRA; Section 50 Arterial Drainage Act 1945 OPW consent; Section 245 navigation; utility survey; approach road design; construction methodology
Transport / Active Mobility Engineer	Traffic & Transport Assessment; active travel design per NTA NCM/DMURS; Stage 1 RSA support

Environmental and Ecology

Discipline	Key Deliverables
Lead Environmental Consultant / EIAR Co-ordinator	EIA screening confirmation; EIAR preparation and co-ordination of all specialist chapters; submission to ABP
Ecologist / NIS Specialist	Review and validation of ecological survey data procured separately by the Council (Section 3.3); AA screening; Stage 2 AA; Natura Impact Statement

Discipline	Key Deliverables
Fisheries Specialist (sub-consultant)	IFI consultation; WLPA negotiation; seasonal construction window advice; fish survey supervision
Acoustic Engineer (sub-consultant)	Baseline noise surveys; noise & vibration impact assessment; construction management plan
Air Quality Specialist (sub-consultant)	Baseline air quality; EIAR air quality chapter; dust management plan
Hydrologist / Water Quality Specialist (sub-consultant)	Water quality & hydrology EIAR chapter; WFD compliance assessment; OPW interface

Heritage, Landscape and Urban Design

Discipline	Key Deliverables
Conservation Architect (RIAI Accredited)	Conservation Statement; design guidance for works to Protected Structure piers/abutments; DHLGH liaison
Archaeologist (IAI registered)	Archaeological assessment; DHLGH/NMS consultation; monitoring scheme; licence application if required
Landscape Architect / LVIA Specialist	Preliminary and full LVIA; photomontages; agreed viewpoints; landscape mitigation strategy

Cost Management and Planning Consents

Discipline	Key Deliverables
Quantity Surveyor / Cost Manager	Financial/economic appraisal input to the Preliminary Business Case (Approval Gate 1); cost plan updates at Stage A and Stage B; procurement cost advice
Planning Consultant (ABP / Roads Act experience)	Planning strategy; Roads Act s.50 application report; ABP liaison; response to submissions; oral hearing support

Stakeholder Engagement, and Health & Safety

Discipline	Key Deliverables
Public Consultation / PR Support (sub-consultant)	Non-statutory consultation events; exhibition materials; online consultation; submissions management
PSDP (Project Supervisor Design Process)	Preliminary Safety & Health Plan; Designers' Risk Register; statutory PSDP role during design phases

Tenderers must clearly identify, for each discipline, whether the service is provided in-house or by a named sub-consultant, and must demonstrate the relevant experience and professional accreditation of each named individual, in particular RIAI accreditation for the Conservation Architect and IAI registration for the Archaeologist. Tenderers should note that a separate Project Supervisor Construction Stage (PSCS) will be appointed by the Council at construction stage; this appointment does not form part of this commission.

Where a tenderer considers that additional specialist design team disciplines beyond those listed above are required to fulfil the Services, this must be raised with the Council through the RFT clarification process and before the latest date for queries; requests to add specialist services identified after receipt of tenders will not be entertained.

9. Consultancy Services – General

9.1 Consultant's Services

The Consultant appointed for this Project shall perform the full range of technical and management services described in this Tender Brief. The general obligations set out at Sections 9.2 to 9.8 below apply across all Stages of the commission, in addition to the Stage-specific scope at Section 3 and the survey and governance requirements at Sections 3.3 and 3.4.

9.2 General Services (All Stages)

- The Consultant shall undertake all required duties in a professional and competent manner and shall provide the required services to the Council as referred to in the Conditions of Engagement (COE) Standard Conditions of Engagement.
- The Consultant shall comply with the following documentation requirements when issuing reports, drawings and other documentation to the Council or any third party throughout the commission: (a) all costs and expenses associated with production, PDF compilation, and packaging of reports, documentation and drawings shall be included in the Consultant's tender price; (b) all reports, documentation and drawing submissions shall be issued as a complete PDF digital copy; once draft documentation has been reviewed and approved by the Council, the Consultant must resubmit it as “Client Approved” as one complete PDF file, and any subsequent changes requested by the Council or an approving authority must be incorporated and the document resubmitted as “Final Approved” as one complete PDF file.
- The Consultant shall liaise with the GCC Project Engineer and all other relevant Council departments, government departments and agencies (including but not limited to OPW, DHLGH, IFI and NPWS) on all aspects of the Project.
- The Consultant's senior member shall attend progress meetings as required; the tender price shall include for all costs and expenses associated with attendance. At all meetings the Consultant is present at, detailed and comprehensive minutes shall be taken and circulated to the Council within four working days.
- The GCC Project Engineer is based in City Hall, College Road; it is expected that most office-based preliminary and planning stage meetings will take place there.
- The Consultant shall attend meetings for the duration of the Project and assist with any public relations issues arising from the Project.
- The Consultant shall provide all data reasonably required by the Council to assist in reporting to any Council department, the URDF, or any other Government Department or funding body.
- The Consultant shall prepare a fully resourced programme for the Project within seven days of appointment, reflecting the specific tasks, activities and milestone dates set out in this Tender Brief.
- The following services shall be deemed included within the scope of Services and shall not be subject to additional payment by the Council: (a) general technical and management advice and calculations given to the Council, which may be in the form of technical notes; (b) use of computers and other forms of modern technology; (c) independent checking of calculations; (d) liaison with the Council, other Council departments, and all interested parties including utility providers, Government departments and agencies, OPW, fishery interests, NPWS and landowners regarding the Project; (e) checking the insurances and bonds of all contractors, sub-contractors, sub-consultants and specialists and ensuring they meet the Council's requirements.

9.3 Stakeholder Consultation

As part of Stage A and Stage B, stakeholder consultation will play an important role in securing the necessary agreements and approvals for the Project. The Consultant shall, at a minimum, engage with the stakeholders identified at Sections 9.4 to 9.8 below, in addition to those identified at Section 14.

9.4 Galway City Council (GCC) Departments

The Consultant shall be expected to liaise with GCC staff, including the planning department, heritage department, environment department (on matters of archaeology, conservation and heritage) and transport department, as required.

9.5 Inland Fisheries Ireland (IFI)

The Consultant shall consult with IFI as required in developing the necessary reports, including in respect of the Written Licence and Permit Agreement (WLPA) process referred to at Section 11.

9.6 Department of Housing, Local Government and Heritage (DHLGH)

The existing Clifden Railway Bridge piers and abutments are a Protected Structure. The Consultant shall consult with DHLGH / National Monuments Section as required in developing the necessary reports and consent applications referred to at Section 3.2.

9.7 Environmental Consultations with NPWS

The Consultant shall consult with local representatives of the National Parks and Wildlife Service (NPWS), IFI, An Bord Pleanala and any other relevant bodies during the drafting and completion of the NIS and EIAR.

9.8 Public Information / Public Relations

This Project is a key element of the planned improvement of active travel provision for Galway City. The Consultant shall be required to manage and co-ordinate statutory public information / consultation meetings and public relations events deemed necessary in accordance with statutory procedures for the applicable planning process (see Section 3.2). The Consultant shall liaise with the Council on the layout and content of information leaflets and promotional materials; the Council shall be responsible for third-party printing. Attendance at public information meetings, Council meetings, public consultations and any Oral Hearing will be necessary.

10. Existing Information Available to Tenderers

The following information is included in the 'Info Pack' provided with the RFT for tenderers' information at this stage:

Document / Input	Description
Structures Options Report	AECOM, Rev 04, March 2023 – preferred option, cost estimates, multi-criteria assessment
EIA/AA Screening for this Project	Not yet carried out – a Stage B task for the Consultant (see Section 3.2); the SOR anticipates a full EIAR/NIS will be required (see Section 2.3)
Preliminary Ecology Appraisal	SOR Appendix E (AECOM, March 2023) – identifies bats, otter, breeding/non-breeding birds and fish as Major constraints; the full survey programme this informs has been procured separately (see Section 3.3)
Archaeological Assessment	SOR Appendix F – confirms Protected Structure status (NIAH 30309001)
Underwater / Diving Survey	SOR Appendix H - ADCO Ltd, 2021 – pier condition, riverbed, zebra mussel presence
Geotechnical Site Investigation (2000)	Borehole log stratigraphy; 2021 ADCO diving survey
Utility Survey (desktop)	SOR Table 13-2 – utility providers identified; no intrusive survey undertaken

Document / Input	Description
Stakeholder Consultations Record	SOR Table 13-1 – NTA, OPW, IFI, NPWS, rowing clubs, University of Galway, etc.
Non-Statutory Public Consultation Report	Galway City Council, March–April 2024 – over 1,200 participants; survey results, design option feedback (Emerging Preferred Option / Alternatives 1 and 2), rowing club and Land Development Agency submissions, media coverage (see Section 13 and 14)
Ecological Survey Reports and Ecological Baseline Report	**Procured separately by the Council under a standalone Ecological Survey RFQ (12-month seasonal cycle: bats, otter, badger, breeding/non-breeding birds, fish, freshwater pearl mussel, white-clawed crayfish, botanical, macroinvertebrate); to be made available to the Consultant at inception or as available – see Section 3.3**
Land Ownership Register	SOR Table 2-2 – relevant folios identified; acquisition/agreement required

11. Statutory and Third-Party Consents

The appointed consultancy team will be responsible for securing, or supporting the Council in securing, the following statutory and third-party consents. The Section 50 Roads Act application to An Bord Pleanala is the primary planning consent for the Project and will incorporate the EIAR and NIS; several other consents run in parallel and are noted by the Council as critical-path items.

Consent / Approval	Granting Authority	Statutory Basis
Roads Act s.50 application (primary planning consent)	An Bord Pleanala	Section 50, Roads Act 1993 (as amended)
EIA Determination (confirm mandatory EIAR)	An Bord Pleanala	S.50 Roads Act 1993; EIA Directive 2011/92/EU
Appropriate Assessment (Stage 2) / NIS	An Bord Pleanala / NPWS	EU Habitats Directive Art.6(3); Planning & Dev Acts 2000–2024
Section 50 Arterial Drainage Act 1945 OPW consent – works in watercourse	Office of Public Works	Section 50, Roads Act 1993
Section 245 navigation consent	Office of Public Works	Section 245, Fisheries (Amendment) Act 1999 / Navigation Acts
IFI Written Licence and Permit Agreement (WLPA)	Inland Fisheries Ireland	Inland Fisheries Act 2010
NPWS derogation / consent (if required)	National Parks & Wildlife Service	Wildlife Act 1976 (as amended)
Protected Structure works consent	DHLGH / National Monuments Section	Planning & Dev Act 2000 s.57/58; National Monuments Acts
Approval Gate 1 – Preliminary Business Case (Approval in Principle)	Galway City Council (Sponsoring Agency) / URDF-DHLGH (Approving Authority)	Infrastructure Guidelines (DPENDR, December 2023) – see Section 2.5
Compulsory Purchase Order (CPO) – fallback route if voluntary land agreement is not achieved (see note below and Section 13)	**Galway City Council (acquiring authority); confirming authority to be confirmed by the Council's Law Agent depending on delivery route (Roads Act 1993, s.76)**	**Roads Act 1993, s.76 (incorporating the compulsory acquisition code applied by that section)**

Approval Gate 3 (Final Business Case, approval to award the main construction contract) is not included in the table above as it does not fall within the scope of this commission – see Section 2.5.

Tenderers should note that land acquisition will also be required with the University of Galway and Corrib Rowing & Yachting Club in respect of the western approach and abutment, and that a GCC Part 8 / Member approval process may also apply depending on the delivery route ultimately confirmed. The Council's preferred route is voluntary agreement, but a Compulsory Purchase Order (CPO) under Roads Act 1993 s.76 (see Section 11 table above) is a live fallback route, not a remote contingency, given that one rowing club has already raised property and land-take concerns in its 2024 non-statutory consultation submission (see Section 13). These matters will be led by the Council's Legal and Property teams; where a CPO becomes necessary, the Consultant shall provide technical support including mapping and schedule of interests to support the CPO map and book of reference, and reasonable attendance and evidence at an oral hearing if the CPO is objected to, as an Additional Service under Section 16.1..

12. Indicative Programme

The appointed Lead Consultant will be required to develop and maintain a detailed master programme from inception. Delivery programme durations below are expressed in weeks from design team mobilisation.

12.1 Delivery Programme (from Week 0 – Mobilisation)

Stage	Indicative Duration	Key Milestone(s)
Design team mobilisation and inception	Week 0–1	Inception meeting; data handover
Preliminary Design – validation, survey, SI, hydraulics	Weeks 1–10	Validated preferred option; survey and SI reports
Preliminary Design – bridge and active travel design	Weeks 8–20	Preliminary Design Report and drawings; Stage 1 RSA
Preliminary Business Case submission (Approval Gate 1)	Weeks 20–22	URDF/DHLGH Approval in Principle
Ecological survey programme (full seasonal cycle)	Weeks 2–32	Survey reports and Ecological Baseline Report received and validated by the Consultant (see Section 3.3)
EIAR / NIS specialist assessments	Weeks 8–26	Draft specialist chapters
Natura Impact Statement (Stage 2 AA)	Weeks 26–36	Draft NIS for NPWS engagement
EIAR compilation	Weeks 32–42	Draft EIAR
Pre-application consultation with ABP	Weeks 18–22	ABP pre-application meeting (s.247)
Statutory public consultation	Weeks 44–48	Public display and submissions period
Compile and submit Roads Act s.50 application to ABP	Weeks 44–46	Application lodged – target Q4 2026 (indicative)
ABP examination (including oral hearing, if directed)	Weeks 46–60	ABP decision – target Q2–Q3 2027 (indicative)

Tenderers should note in particular that the ecological survey programme is being run in parallel by others under a separate commission (Section 3.3) and is not on this Consultant's critical path to commission, but that early review and validation of the resulting data at Stage A inception is nonetheless important to avoid delay to the Stage B environmental assessment deliverables; that Section 50 Arterial Dranage Act 1945 (OPW) and IFI consents are considered critical-path items requiring early, proactive engagement; and that land acquisition (including a possible CPO – see Section 11) can materially extend the programme if voluntary agreement is not achieved

13. Risk Identification

Tenderers are required to identify the key risks to delivery of the Project through to statutory consent, and to set out proportionate mitigation measures for each, supported by a risk register. Tenderers should draw on their own experience and on the information provided in this brief, the SOR and the supporting documents. In doing so, tenderers should consider, among other things, the interface with the separately commissioned ecological survey programme, whose outputs are required for the EIAR and NIS.

14. Key Stakeholders

The following organisations are identified as high-priority statutory consultees, landowners or affected parties, and early, proactive engagement with each will be central to the design team's approach:

- Urban Regeneration and Development Fund (URDF) / Department of Housing, Local Government and Heritage – funder (75%) for the Project to Statutory Consent stage.
- National Transport Authority (NTA) – no longer a funder for this Project (funding commitment withdrawn May 2025); retains a broader transport policy interest via the Galway Transport Strategy
- An Bord Pleanala (ABP) – statutory consent authority for the Roads Act s.50 application.
- Office of Public Works (OPW) – Arterial Drainage Act 1945 Section 50/Roads Act Section 245 consent authority; Galway City Flood Relief Scheme; Salmon Weir management.
- Inland Fisheries Ireland (IFI) – WLPA issuing body; regional office adjacent to the site.
- National Parks and Wildlife Service (NPWS) – statutory consultee on Appropriate Assessment / NIS.
- DHLGH National Monuments Section and the GCC Heritage Officer – Protected Structure consent.
- University of Galway – western approach landowner and key project beneficiary.
- Corrib Rowing & Yachting Club, Colaiste Iognaid Rowing Club, Commercial Boat Club and Galway Rowing Club – landowners, navigation and access interests adjacent to the site.
- Residents of Waterside, Dyke Road and Woodquay, and An Taisce – community and environmental NGO consultees.

15. Summary of Key Deliverables

Without limiting the detailed scope of Services at Section 3, the appointed consultancy team shall, over the course of the commission, deliver the following key outputs to the Council, at the Stage and by the discipline indicated:

Deliverable	Stage	Responsible Discipline(s)
Validated Preliminary Design Report and drawings (Option 2 – Rippled Arch)	A	Structural Engineer / Lead Consultant
Structural Assessment Report	A	Structural Engineer
Geotechnical Report	A	Geotechnical Engineer
Survey Report and Digital Terrain Model	A	Civil Engineer
Hydraulic Assessment / Flood Risk Assessment Report	A	Civil Engineer
Active Travel Design Report	A	Transport / Active Mobility Engineer
Stage 1 Road Safety Audit Report	A	Independent RSA Auditor
Updated Cost Plan (Stage A)	A	QS / Cost Manager
Preliminary Business Case Submission / Approval Gate 1 (Council / URDF)	A	Lead Consultant
Preliminary Safety & Health Plan and Designers' Risk Register	A	PSDP

Deliverable	Stage	Responsible Discipline(s)
Review/Validation of Ecological Survey Data (procured separately – Section 3.3)	A	Lead Environmental Consultant / Ecologist
EIA Screening confirmation / AA Screening Report	B	Lead Environmental Consultant / Ecologist
Natura Impact Statement	B	Ecologist / AA Specialist
Traffic and Transport Assessment	B	Transport Engineer
Noise and Vibration Report	B	Acoustic Engineer
Air Quality Report	B	Air Quality Specialist
Water Quality and Hydrology Report	B	Hydrologist / Civil Engineer
Full LVIA and photomontages	B	Landscape Architect
Socio-Economic Report	B	Lead Environmental Consultant
Conservation Statement / Design Justification Report	B	Conservation Architect
Archaeological / Heritage Report	B	Archaeologist
Environmental Impact Assessment Report (EIAR)	B	Lead Environmental Consultant
Section 50 Arterial Drainage Act 1945 (OPW) and Section 245 Roads Act 1993 (Navigation) consent applications	B	Civil Engineer
Further Non-Statutory Public Consultation Report (developed design)	B	Lead Environmental Consultant / PR Support
Public Consultation Report	B	PR / Consultation Support
Non-Technical Summary and public information guide to river ecology/heritage (Irish translation to be confirmed – Official Languages Act 2003)	B	Lead Environmental Consultant / PR Support
Planning / Design Statement Report	B	Planning Consultant
Section 50 Roads Act Application (complete package for lodgement)	B	Lead Consultant / Planning Consultant
Updated Cost Plan (Stage B)	B	QS / Cost Manager
Ongoing technical support through ABP examination, incl. oral hearing if directed	B	Lead Consultant / all disciplines as relevant

16. Basis of Appointment and Form of Contract

The appointment will be made under the Conditions of Engagement (COE) Standard Conditions of Engagement, as the standard form of engagement for the appointment of consultants to this commission. Tenderers should price and structure their submission on this basis, including confirmation of:

- Proposed fee basis (e.g. lump sum by work stage, percentage fee, or resource-based fee schedule) and a clear breakdown of fees by discipline and by work stage (Stage A – Preliminary Design; Stage B – Statutory Consent Preparation), including any specialist sub-consultant and survey/site investigation provisional sums.
- Professional indemnity insurance, public liability insurance and any other insurances required under the COE Standard Conditions of Engagement and the Council's standard requirements.
- Confirmation of the role and appointment of the Project Supervisor Design Process (PSDP) within the design team.
- A schedule of key personnel proposed for each discipline, including CVs and confirmation of relevant professional accreditation (in particular RIAI accreditation for the Conservation Architect and IAI registration for the Archaeologist).

- A quality management and BIM/document management methodology (ISO 19650) for the commission.

The Council reserves the right to negotiate final terms of appointment, including scope, programme and fees, with the preferred tenderer prior to contract execution, and to exercise the optional extension to Detailed Design referred to at Section 3 above by separate agreement.

16.1 Additional Works

Reviews carried out with the Steering Group or An Bord Pleanala may identify deviations from the validated preferred option, or the presence of a protected species or other constraint, giving rise to a need for further detailed field studies, review or specialist advice outside the scope of Sections 3.1–3.3 and Section 5 (for example, detailed protected species surveys, underwater ecological or archaeological survey, or exploratory excavation). The scope and programme for any such Additional Works cannot be identified in advance of commencement; tenderers shall therefore include a separate, clearly identified schedule of day rates by discipline in their fee proposal, to apply for the duration of the commission to any Additional Works instructed in writing by the Council. Any Additional Work with an estimated value likely to exceed €25,000 (indicative threshold, to be confirmed by the Council's Procurement Section) shall be subject to a separate open tender competition at the Council's discretion, rather than being instructed under the day-rate schedule.

Any services beyond the scope described at Sections 3 and 5 shall constitute Additional Services and shall only be provided, and paid for, following written instruction from the Council's Representative in accordance with the COE Standard Conditions of Engagement. Without limiting the foregoing, the following are identified as being outside the scope of this appointment unless separately instructed:

- Detailed Design, reserved as an optional extension under Section 3.
- Construction stage services, including appointment as Project Supervisor Construction Stage (PSCS), which will be separately appointed by the Council.
- Legal services (including solicitor and senior counsel engaged in respect of any Judicial Review or ABP oral hearing), which shall be separately procured and instructed by the Council, save that the Consultant shall provide reasonable technical support to the Council's legal team as described at Section 3.4.
- Land acquisition, negotiation and Compulsory Purchase Order preparation, which shall be led by the Council's Legal and Property teams, with technical support from the Consultant as described at Section 11.

16.2 Fee Basis

The Consultant shall price the Services in accordance with the separate Pricing Document issued with this RFT, broken down by discipline and by Stage (Stage A – Preliminary Design; Stage B – Statutory Consent Preparation), together with a schedule of hourly/daily rates for Additional Services (Section 16.1) and provisional sums for specialist site investigation, ecological surveys and specialist sub-consultant services as identified in that document.

Fees shall be exclusive of VAT, which shall be identified separately, and shall be inclusive of all reasonable disbursements and expenses unless otherwise agreed in writing, in accordance with the COE Standard Conditions of Engagement.

16.3 Option to Extend Scope – Other Galway City Active Travel Schemes

The Council reserves the right, exercisable at its sole discretion by written notice to the Consultant at any time within four (4) years of the date of Contract Award, to call off further consultancy services from the Consultant,

on the same rates, terms and conditions as this appointment (as adjusted for inflation in accordance with [fee escalation clause]), for the preliminary design, statutory consent preparation, or equivalent stages of other active travel / cycleway schemes within the functional area of Galway City Council. Any such extension of scope shall be confirmed by way of a separate written instruction or supplemental agreement specifying the scheme, stage(s) of service and fee basis, and shall not exceed, in aggregate with this appointment, €3million (excl. VAT) over the option period. The Council is under no obligation to exercise this option, in whole or in part, and its exercise (or non-exercise) shall not give rise to any claim by the Consultant.

17. Tender Submission Requirements

Submission requirements for this competition – including the required structure and content of the Suitability, Technical and Commercial submissions, submission format, page limits, font and layout requirements, and the closing date and time – are set out in full in the separate Instructions to Tenderers document issued with this RFT. Tenderers should refer to that document, together with the separate Pricing Document (Section 16.2), when preparing their submission.

18. Tender Evaluation

Award criteria, weightings and the assessment/marking methodology for this competition will be set out in a separate Instructions to Tenderers document, to be prepared under the Conditions of Engagement (COE) Standard Conditions of Engagement and issued as part of the RFT. Tenderers should refer to that document for the applicable criteria; in general terms, tenders will be evaluated on a Most Economically Advantageous Tender (MEAT) basis, combining quality (technical) and price (commercial) criteria, in accordance with the Capital Works Management Framework and applicable EU procurement rules.

19. Instructions to Tenderers

- This Tender Brief is issued for information purposes to accompany the RFT and does not itself constitute an invitation to tender; formal tender documentation, including the detailed Scope of Services, form of contract, pricing schedules and evaluation criteria, will be issued via eTenders.gov.ie (and OJEU, if the estimated value requires).
- All clarification queries should be raised through the eTenders.gov.ie messaging facility within the timeframe stated in the RFT.
- Tenderers should note the mandatory requirement for a full seasonal ecological survey cycle and should factor this into their proposed programme and resourcing from the outset.
- Site visits may be arranged during the tender period; details will be confirmed in the RFT.
- The Council reserves the right to amend, clarify or withdraw this brief and the associated RFT at any time prior to contract award.