November 2026

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Project Brief for the engagement of a consultant



Project Title:

R600 Pewterhole Cross Upgrade

Regional & Local Roads Design Office

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Prepared by:

Cork County Council
Regional & Local Roads Design Office
Floor 3, County Library Building
Carrigrohane Road, Cork, T12 K335
Tel: +353 21 428 5287
Info.rlrdo@corkcoco.ie
www.corkcoco.ie

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List of Abbreviations and Acronyms

Abbrev.	Full Name
AADT	Annual Average Daily Traffic
ACP	An Coimisiún Pleanála
AE	Assistant Engineer
BIM	Building Information Modelling
BKMD	Bandon-Kinsale Municipal District
CCC	Cork County Council
CEMP	Construction Environmental Management Plan
CMM	Cost Management Manual
CWMF	Capital Works Management Framework
DCEE	Department of Climate, Energy and Environment
DLGH	Department of Housing, Local Government and Heritage
DMURS	*Design Manual for Urban Roads and Streets*
DOE	Department of the Environment
DoEHLG	Department of Environment, Heritage and Local Government
DOT	Department of Transport
DPENDR	Department of Public Expenditure, NDP Delivery and Reform
DTO	Dublin Transport Office
DWG	DWG file format
EC	European Council
EE	Executive Engineer
EEC	European Economic Community
EIA	Environmental Impact Assessment
EIAR	Environmental Impact Assessment Report
EPRC	Emerging Preferred Route Corridor
EU	European Union
FBC	Final Business Case
FOI	Freedom of Information
GIS	Geospatial Information Systems
GPR	Ground Penetration Radar
HCV	Heavy Commercial Vehicles
HDA	Habitats Directive Assessment
HGV	Heavy Goods Vehicles
HSA	Health & Safety Authority
IFC	Industry Foundation Class
IFI	Inland Fisheries Ireland
ISO	The International Organization for Standardization
IT	Information Technology
ITT	Instruction to Tenderers
IW	Irish Water
KNRR	Kinsale Northern Relief Road
KSTP	Kinsale Sustainable Transport Study
LOI	Locations of Interest
MCA	Multi-Criteria Analysis

Abbrev.	Full Name
MS	Microsoft
NBHS	National Built Heritage Service
NBS	Nature Based Solutions
NHA	Natural Heritage Area
NIAH	National Inventory of Architectural Heritage
NIFTI	National Investment Framework for Transport in Ireland
NIS	Natura Impact Statement
NPF	National Planning Framework
NPWS	National Parks and Wildlife Service
NTA	National Transport Agency
OPW	Office of Public Works
OSI	Ordnance Survey Ireland (Tailte Éireann)
PABS	Project Appraisal Balance Sheet
PAF	Preliminary Appraisal Form
PAG	Project Appraisal Guidelines
PBC	Preliminary Business Case
PDF	Portable Document Format
PDR	Preliminary Design Report
PEP	Project Execution Plan
PISN	Project Information Summary Notices
PMG	Project Management
POD	Project / Programme Outline Document
PSCS	Project Supervisor Construction Stage
PSDP	Project Supervisor Design Process
RLR	DoT Regional and Local Roads Division
RR NSA	Regional Road Network Safety Analysis
RRDF	Rural Regeneration and Development Fund
RSIA	Road Safety Impact Assessment
RSS	Road Safety Strategy
SAC	Special Area of Conservation
SE	Senior Engineer
SEE	Senior Executive Engineer
SI	Statutory Instrument
SPA	Special Protection Area
SUDS	sustainable urban drainage systems
SW	South-West
TAF	*Transport Appraisal Framework*
TII	Transport Infrastructure Ireland
TSM	Traffic Signs Manual
UE	Uisce Eireann
UEA	Urban Expansion Area
URDF	Urban Regeneration and Development Fund
VRU	Vulnerable Road Users
WAW	Wild Atlantic Way
WMP	Waste Management Plan

1. Project Overview

1.1 Client's Project Steering Group

Role	Name
Funding Authority	Cork County Council (CCC) Department of Transport (DoT)
Client	Cork County Council (CCC)
Project Approvals	Cork County Council (CCC) Department of Transport (DoT)
Sanctioning Authority	Cork County Council (CCC)
CCC Team Leader Team	 Charlie McCarthy, A/Senior Engineer (SE) Dennis O'Regan, Senior Executive Engineer (SEE) Niall Chamberlain, Executive Engineer (EE) Michal Dymet, Executive Engineer (EE) Eugene Finn, Assistant Engineer (AE)

1.2 Introduction

Cork County Council (CCC) has received approval from the Department of Transport (DOT) to commence the process of appointing design consultants for the R600 Pewterhole Cross Upgrade Scheme. To further the scheme, CCC are seeking the engagement of suitably qualified Engineering Consultant to undertake the Project Management, Consultant Engineer, and Project Supervisor for the Design Process (PSDP) for the development of proposals for the project. Subsequently, leading to Feasibility Report, Options Report, Design and Environmental Evaluation and Statutory Processes and Approvals.

1.3 Project Location

The study area for the R600 Pewterhole Cross Upgrade Scheme is located North-East of Kinsale Town on the R600 Regional Road (approach to Kinsale from Cork City) with two local roads L3228 & L3231 intersecting R600, as highlighted on Figure 1-1 and Figure 1-2 below.



Figure 1-1 Proposed Study Area – Kinsale Town



Figure 1-2 Proposed Study Area – Kinsale Town

1.4 Project Management Strategy

It is intended that the Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025) updated in July 2025 by the Department of Transport (DoT) will be utilised as the main guidance document with regard to the management and delivery of the Infrastructure Project through the planning, execution and close-out stages.

However, these Guidelines should also be read in conjunction with Transport Infrastructure Ireland's TII Project Management Guidelines (PMG), May 2025 and other published guidelines from Department of Public Expenditure, NDP Delivery and Reform (DPENDR), Department of Housing, Local Government and Heritage (DLGH), Department of Climate, Energy and Environment (DCEE), Standards, Circulars, Policy Documents and any other relevant documentation.

Cork County Council has the overall responsibility for delivering the planning, design and construction of the proposed Infrastructure Project. **Currently, it is envisaged to bring the Infrastructure Project up to and including *Stage 4: Statutory Processes* of the Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025), subject to funding.**

The Consultant will be responsible for developing high quality junction upgrade solution following on from an assessment of design options through a multi-criteria analysis.

The Consultant will be responsible for developing and implementing a communications strategy, including the management of all public relations functions to ensure that the objectives of the project are communicated to all stakeholders through regular meetings, workshops and presentations during the planning and execution phases of the project.

The Consultant will be required to secure all relevant licenses, prepare and manage; surveys, investigations, health and safety, detail design, contract documentation / tendering / assessment, detail specifications / bill of quantities, procurement delivery, construction management and supervision, documentation review / hand over, transfer of Safety File etc. It is anticipated to commence public consultation in September 2027. The successful Consultant must be in a position to commit adequate resources to meet this timeline.

The successful Consultant will be appointed as Project Supervisor for the Design Process for the Project in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291 of 2013)

1.5 Project Description

Cork County Council is investigating options for improving the infrastructure within the Kinsale UEA (Urban Expansion Area) along the Wild Atlantic Way (WAW). The proposed project includes construction of an upgraded junction solution situated on R600 to the North and West of Kinsale, with the primary deliverables of the proposed project summarised below:

- Reduce traffic accidents resulting from the poor horizontal geometry and inadequate sight distance visibility.
- Serve as a transitional zone from rural roads to the urban area of Kinsale Town.

1.5.1 Project Background

The 2022 Department of Transport Regional Road Network Safety Analysis (RR NSA) identified Pewterhole Cross as one of the 27 Locations of interest (LOI) in Cork County and seeks to improve road safety through engineering interventions.

Site Ref No	Site Location	Analysis period
R600-CCo-18.0	Eastern Road, Kinsale	2017-2019

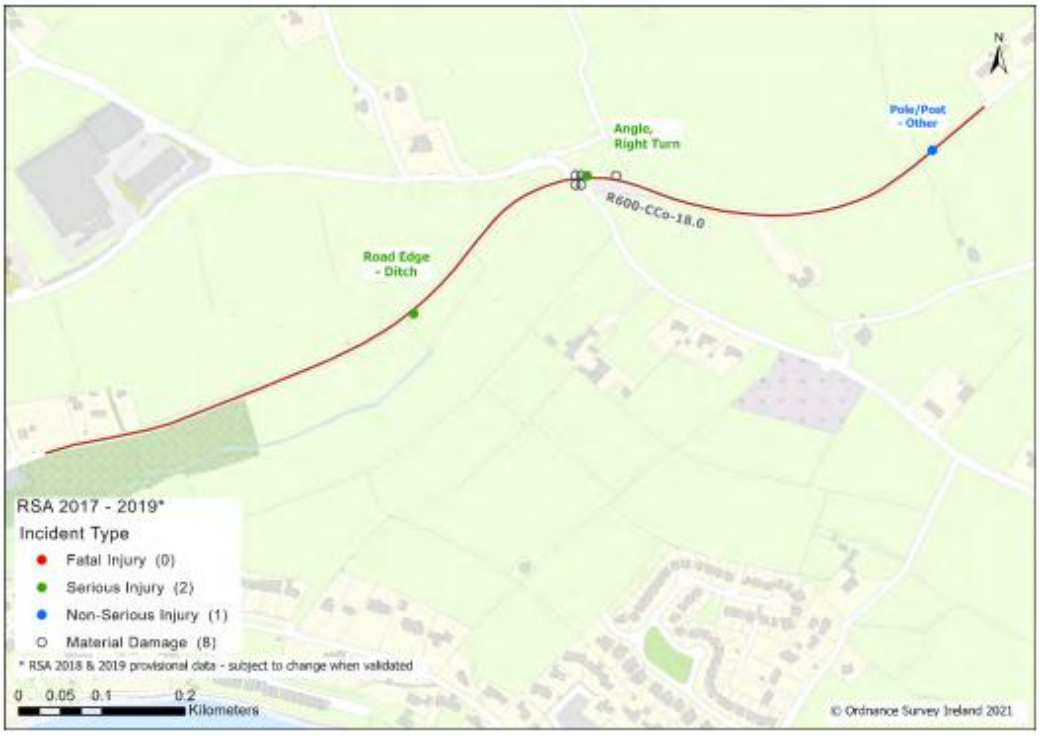


Figure 1-3 Road Safety Location of Interest R600-CCo-18.0

1.5.2 Site Description

The existing junction at Pewterhole Cross consists of a four-way crossroads combining the main R600 regional road and the two minor roads L3231 and L3228. The L3231 minor road serves movements to Bandon Coop Agri Feeds, residential access and as an access road to the north of Kinsale. The L3228 minor road serves movements to the Kinsale Hotel & Spa, tourist route to Charles Fort, residential access and access to St. Etlin's graveyard. The existing carriageway widths vary throughout the length of the proposed scheme. The typical existing cross section consists of single carriageway and boundary ditch line. Typical carriage lane widths vary between 3.2m and 2.5m.



Figure 1-4 Overview of the Pewterhole Cross location with Kinsale Town in background

1.5.3 Traffic History

Pewterhole cross belongs to R600 which is a busy route with a significant portion of HCVs. Historical traffic data from 2011 shows varying volumes on the R600 route between 7,915 Annual Average Daily Traffic (AADT) and 8,523 AADT with HCV accounting for 3.9% of traffic. Being a direct link between Cork City and Kinsale traffic during the summer tourism season can peak to 600 vehicles per hour.

Table 1-1 Summary of AADT figures

AADT	R600 – 8,523
HCV Content	3.9%
Peak Daily Traffic	600 veh/hr

1.5.4 Road Safety

Accident data shows several incidents recorded at the junction between 1990 and 2017.

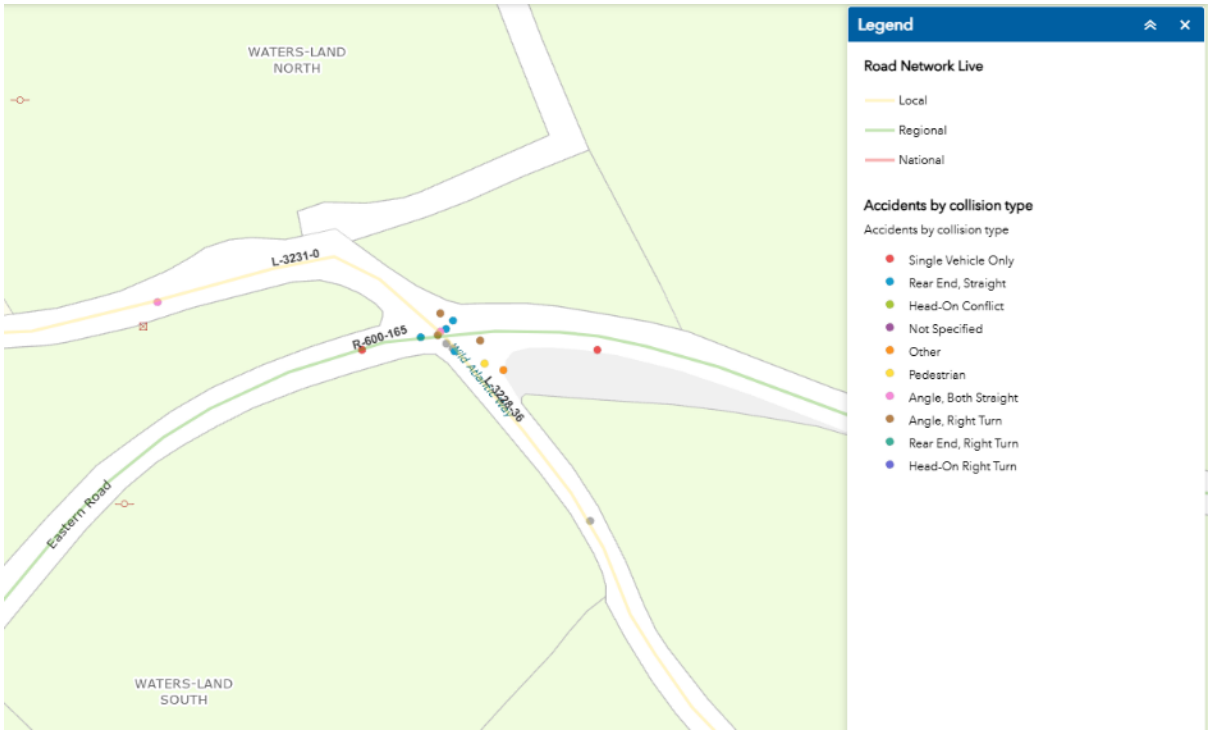


Figure 1-5 Accident data at Pewterhole Cross Area.

1.5.5 Previous Studies

Historically there were numerous options and alternatives considered at the junction. Some early designs for the Pewterhole Cross were included in the Phase 3 of Kinsale – Belgooly road project and proposed to replace existing junction with a roundabout.

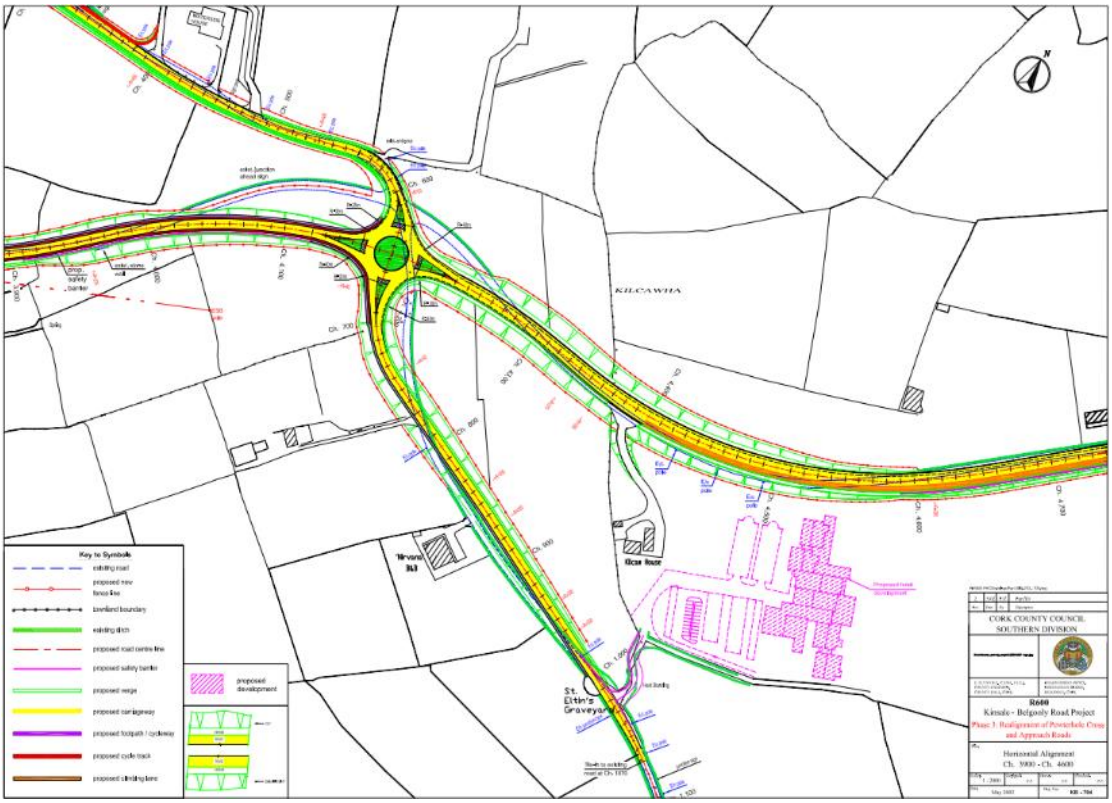


Figure 1-6 Historical proposal for replacement of Pewterhole Cross with Roundabout

Other proposals considered replacing existing junction with Staggered Junction with main R600 road realignment to the South.

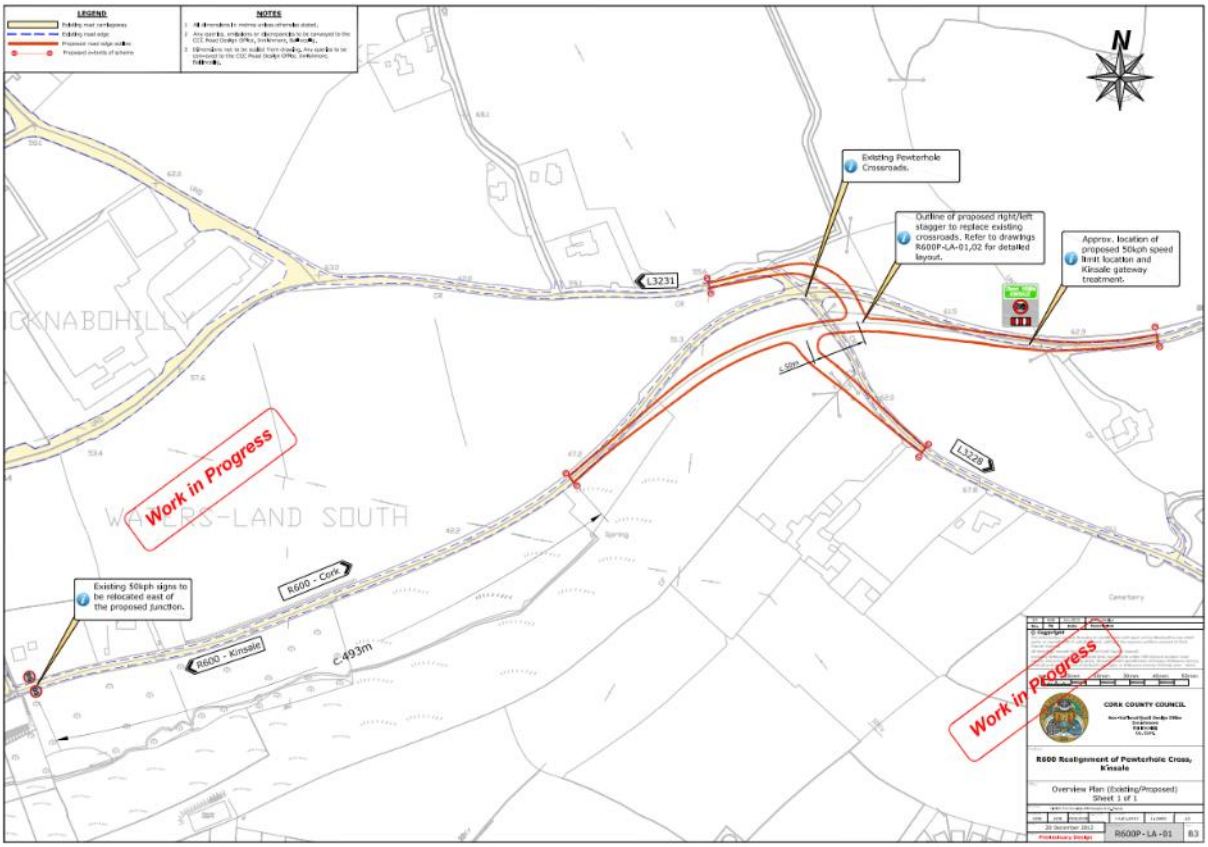


Figure 1-7 Historical proposal for replacement of Pewterhole Cross with Staggered Junction

1.5.6 Ongoing Projects

There are two ongoing projects in Kinsale which may be relevant to this project. First one is Kinsale Sustainable Transport Study (KSTP) which is at the Project Outline Document (POD) stage. The second is the Cork to Kinsale Greenway which is undergoing consultation on the Emerging Preferred Route Corridor (EPRC).

1.5.7 Policy Background

The strategic priorities of Project Ireland 2040 include enhanced regional accessibility, strengthened rural economies and communities, and investing in the national roads network. The substandard road conditions in Kinsale Town Centre hinder the area's growth and are at odds with national objectives such as Project Ireland 2040. Economic progress and support for the local economy require a more robust transportation system. The upgrade of Pewterhole Cross enhances regional accessibility, strengthens rural economies and communities, and invests in the national roads network, in accordance with the objectives of Project Ireland 2040.

The National Investment Framework for Transport in Ireland (NIFTI) is the strategic framework for future investment decision making in land transport and sets out Investment Priorities to identify the types of transport interventions that will be given precedence under the framework.



Figure 1-8 NIFTI Modal Hierarchy



Figure 1-9 NIFTI Intervention Hierarchy

The National Planning Framework (NPF) includes a number of policy objectives, some of which are applicable to the situation at the Pewterhole Cross.

National Policy Objective 27

Continue to support programmes for 'new homes in small towns and villages' with local authorities, public infrastructure agencies such as Uisce Éireann and local communities to provide serviced sites with appropriate infrastructure to attract people to build their own homes and live in small towns and villages.

The Road Safety Strategy RSS 2021-2030 seeks to reduce the number of fatalities and injuries on roads through education, enforcement and engineering. The upgrade of Pewterhole Cross will reduce the number of fatalities and injuries on the R600 through engineering intervention, in accordance with the objectives of the Road Safety Strategy RSS 2021-2030.

2	Expand Network Safety Analysis of the road network to identify high-risk locations, guide investment decisions, and prioritise safety interventions by evaluating the collision history and geometric characteristics:

The 2022 Department of Transport Regional Road Network Safety Analysis (RR NSA) seeks to improve road safety, to align with Road Safety Strategy RSS 2021-2030, to make informed decisions about road safety investment, to identify locations for safety improvement works and to identify collision trends. A two phased approach was implemented to identify Locations of Interest (LOI) and carry out an in-depth collision analysis. Pewterhole Cross was identified as one of the 27 Locations of interest (LOI) in Cork County, a site visit conducted and a pilot study report complied and issued to the Local Authority.

The County Development Plan recognises the strategic role played by regional roads and seeks to enhance their carrying capacity and safety profile in line with demand. The County Development Plan also seeks to promote the improvement of strategic regional and local roads throughout the County in accordance with the strategies identified for the main settlements in the plan. The upgrade of Pewterhole Cross improves a strategic regional road, in accordance with the objectives of the County Development Plan.

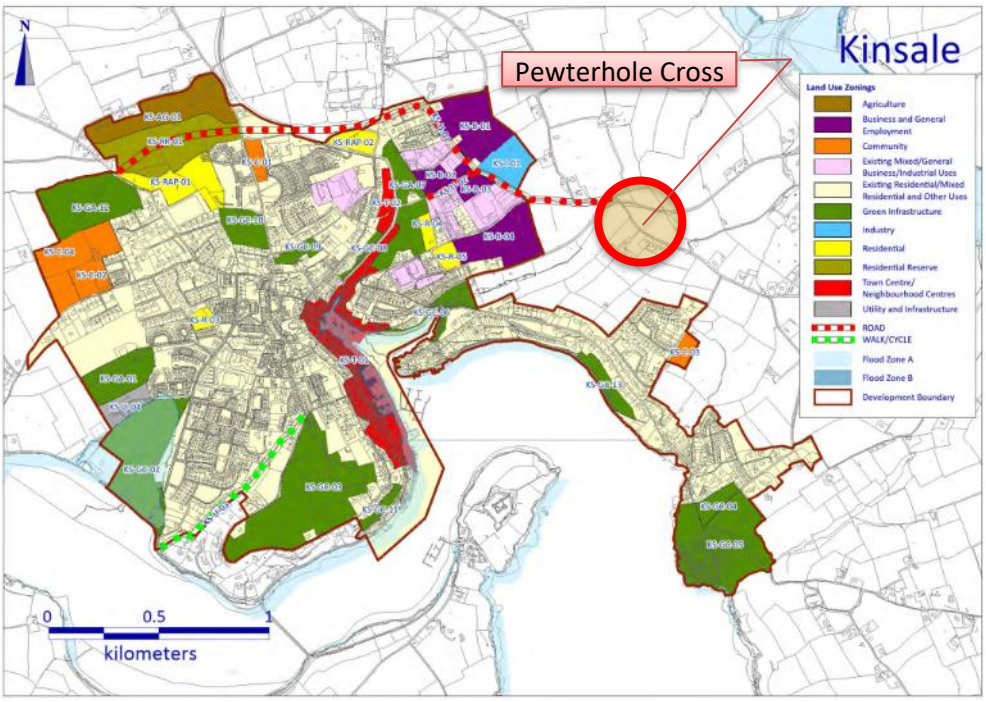


Figure 1-10 Cork County Development Plan 2022-2028

The Kinsale Northern Relief Road (KNRR) is a specific objective of the Local Area Plan. The Local Area Plan identifies Northern Relief Road as linking Pewterhole Cross to R606 regional road. Pewterhole Cross will require upgrading in order to allow the development of the Northern Relief Road and the economic and residential development of Kinsale. The upgrade of Pewterhole Cross is in accordance with the specific objectives of the Local Area Plan.

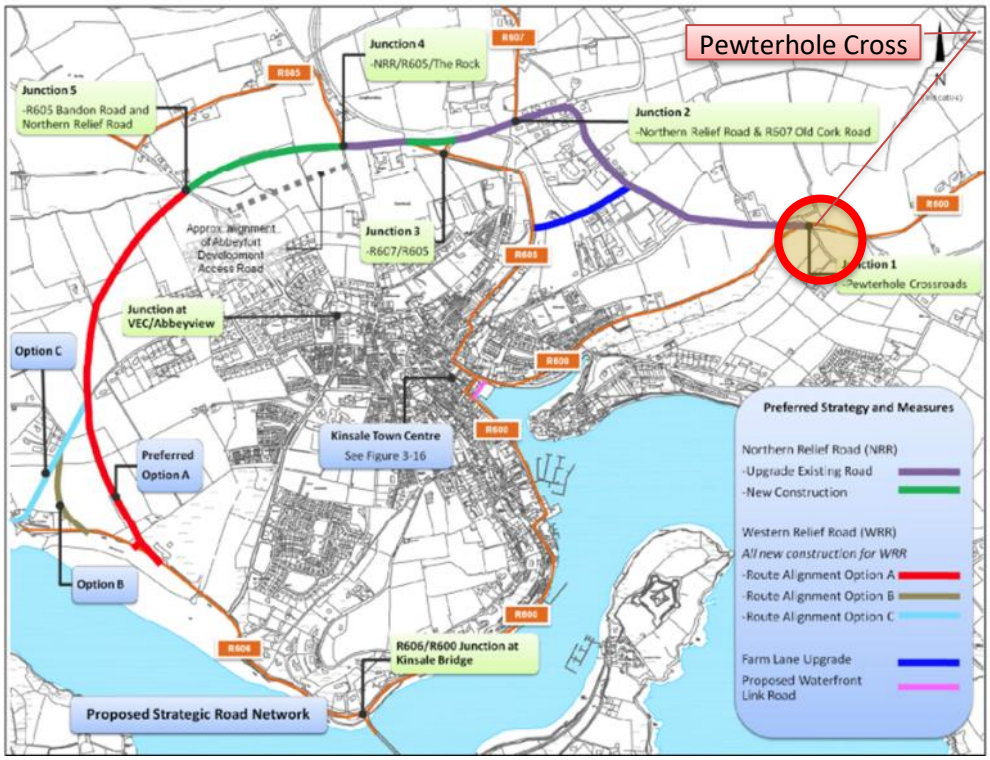


Figure 1-11 Proposed Road Network from Kinsale Transportation Study (2009)

The R600 is a strategic regional road which links Cork City & Cork Airport to Kinsale, The Old Head of Kinsale (via the R604), Ballinspittle, Timoleague, and Clonakilty. Kinsale is the gateway town at the southern end of the Wild Atlantic Way. The Old Head of Kinsale is one of 15 signature discovery points on the Wild Atlantic Way, which also include Mizen Head and Dursey Island in County Cork. The R600 from Kinsale to Clonakilty is part of the Wild Atlantic Way. The upgrade of Pewterhole Cross is in accordance with tourism objectives for Kinsale and the Wild Atlantic Way.

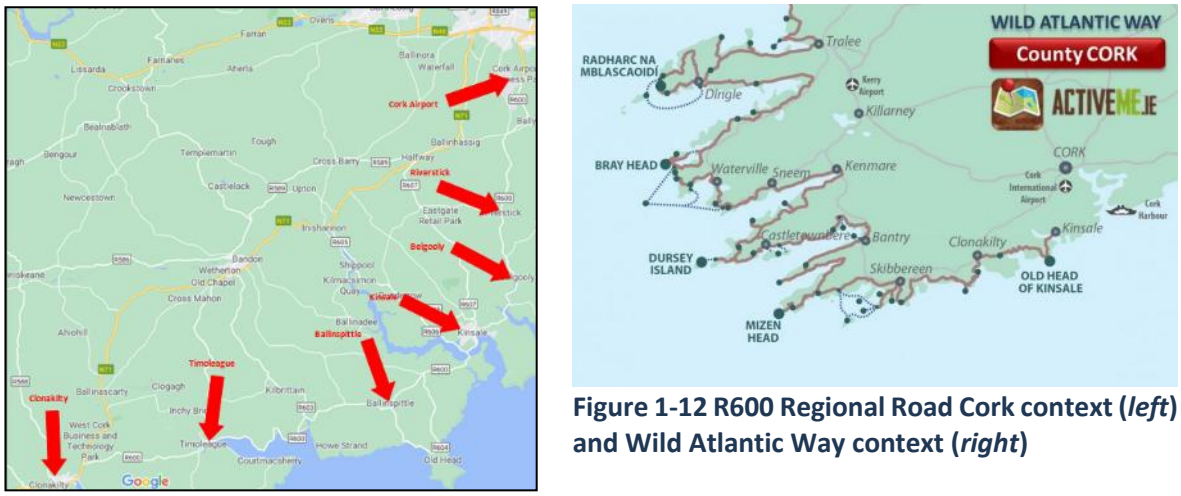


Figure 1-12 R600 Regional Road Cork context (*left*) and Wild Atlantic Way context (*right*)

EuroVelo, the European cycle route network, started in 1995. EuroVelo promotes cyclo-tourism through a network of routes across Europe. In Ireland, EuroVelo 1 - The Atlantic Coast Route (*reaching from Scandinavia, to South and Western Portugal, the Atlantic Coast Route visits the majestic fjords of Norway, the wild Irish coastline, the rough cliffs of Brittany and the sun-kissed beaches of Portugal, totaling 11,000 km – in Ireland runs from Letterkenny to Rosslare with a section of 470 km in Cork County, much of which is aligned with to the Wild Atlantic Way)*. The EuroVelo 1 route in Cork passes through Pewterhole Cross. As cycling tourism is booming and the uptake of cycling in general as a Safe, healthy and environmentally sustainable tourism option, the upgrade of Pewterhole Cross will aid tourism objectives.



Figure 1-13 EuroVelo 1 (Irish Context - *left*, European Context - *right*)

1.5.8 Project Constraints

The land use in the area of the proposed works is primarily agricultural with existing lands south of the crossroads falling towards Kinsale Town.

Existing crossroads are within 50 kph zone.

The existing road alignment is substandard; the horizontal alignment in particular is poor, with L3228 connected to R600 on the inside bend, and leads to traffic and crash related incidents on the junction.



Figure 1-14 Aerial view of the existing crossroads (© Google Maps)

2. Project Brief

A Design Consultant is required to progress the project in accordance with the *RLR Stage Gates* of the Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025) at a minimum to the Stage 4: Statutory Processes which include:

RLR Project Stage	RLR Stage Gates
Stage 1: Project Outline, Concept & Feasibility	
Stage 2: Option Selection	
Stage 3: Design & Environmental Consideration	
Stage 4: Statutory Processes	***RLR Stage Gate 4 Pre-Tender Approval***

The project includes:

- An assessment of design options through a multi criteria analysis is required. This should include, but is not limited to:
    - Upgrade of an existing junction to a staggered junction, roundabout, signalised junction, etc. as per results of necessary analysis & modelling,
    - Reallocation of road space/traffic calming on the existing junction to accommodate Vulnerable Road Users (VRUs).

In all cases, the requirement for traffic calming and/or the formation of a gateway should be assessed and included if it is deemed to improve road safety as the junction is located within the 50km/h zone.

An assessment of each option will need to be carried out in the form of an options report. Options should be referred to the National Investment Framework to Transport in Ireland (NIFTI) to ensure proposals are the most environmentally sustainable feasible solution to the transport need.

2.1 Project Objectives

The primary objective of this process is to assess what options would be most suitable to improving the safety and driveability of this section of the R600 with the intention of reducing the potential for conflict and the likelihood of fatal collisions due to infrastructure of an inadequate standard, as well as accommodate the movements of vulnerable roads users and implement traffic calming elements at the junction.

2.2 Key Objectives

The key objectives of this infrastructure projects are shown below:

2.2.1 Improve sightline visibility on all approaches to the crossroads

Existing sight visibility at Pewterhole Cross is seriously restricted and has led to a number of serious accidents at the junction. The proposed new scheme will remove the existing four-way crossroads and introduce a suitable junction upgrade solution following on from the conclusions of the multi-criteria analysis. The upgraded junction will provide the sight visibility of oncoming vehicles thus in turn providing safer turning movements for road users. Pewterhole Cross has been identified as one of the 27 “locations of interest” (Loi) in Cork County by the 2022 Department of Transport Regional Road Network Safety Analysis (RR NSA).

2.2.2 Improve Regional Connectivity and Access to Zoned Lands to facilitate Housing Delivery

To enhance connectivity between Towns and to provide an adequate route from SW County Cork to Cork City, the Ringaskiddy Ferry terminal, Cork Airport and Iarnród Éireann Kent Station in accordance with national strategic outcomes and strategic investment priorities of Project Ireland 2040.

To address the key issues identified in the National Planning Framework (NPF) Strategy such as prioritising development and enabling key infrastructure as well as enabling compact growth by making better use of under-utilised zoned land and supporting urban regeneration and rural rejuvenation through the URDF, RRDF and other programmes targeted at supporting ‘Housing for All’ government’s housing policy to deliver more housing for the growing population by enabling necessary infrastructure for aiding brownfield development

2.2.3 Improve the capacity of the junction

High daily traffic volumes pass through the existing crossroads with peak traffic in the summer. By introducing upgraded junction solution, high-volume traffic movements and high-rate of accidents currently observed at the junction shall improve and shall future-proof the junction for its future role on the Kinsale Northern Relief Road.

2.2.4 Promote Active Travel and Sustainable Modes of Travel

It is proposed that the upgraded junction will include elements for vulnerable road users.

2.2.5 Traffic calming measures

It is proposed that the upgraded junction will act as a gateway treatment and an aid to reducing traffic speeds on the approach to Pewterhole Cross. The proposed junction upgrade and associated realignment will significantly improve road safety at the junction and will have a major traffic calming effect, as it will encourage through traffic on the R600 to reduce speed on the critical downhill approach to Kinsale. Additional traffic calming measures, such as traffic islands and ghost hatching, are also proposed. The minor roads will also include traffic islands at the proposed upgraded junction location.

2.3 Responsibilities of the Consultant

Specific, non-exhaustive, responsibilities of this project can be summarised as following:

- PSDP Duties & Safety File
- Liaise and consultation with Cork County Council Regional and Local Road Design Office
- Procure and monitor on site various third-party specialist surveys and investigations e.g.
  - Topographical Survey(-s) / GPR Survey(-s)
  - Geophysical Survey(-s) (if appropriate)
  - Traffic Survey(-s)
  - Site investigation(-s)
  - Ecological survey(-s)
  - Geological Survey(-s)
  - Hydrology Survey(-s)
  - Hydrogeological survey(-s)
  - Cultural Heritage / Archaeological survey(-s) / investigation(-s)
  - Section 50 Arterial Drainage Act, 1945 Application(-s) (if appropriate)
- Route Options Report including the identification of the preferred route
- Produce Preliminary Design Report (PDR)
- Produce Stage F Road Safety Audit
- Create Land Acquisition drawings as required
- Carry out flood study and impact assessment on an area which would impact the study area
- Carry out Ecological Surveys in line with the proposed/planned statutory
- Consult with landowners/residents/relevant stakeholders impacted by the proposed road scheme
- Presentation to Municipal District Council / Full council meeting
- Assist the Roads Authority with the progression of the required statutory procedures
- Develop value engineered design solutions
- Develop cost planning reports/estimates in accordance with Capital Works Management Framework (CWMF)
- Develop Project Documents required for *RLR Stage Gate 4 Pre-Tender Approval* as per *Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025)*

It will be necessary for the Consultants Design Team and Cork County Council to agree the design standards/criteria to be followed at an early stage following appointment.

3. Current Status and Client Information

3.1 Preliminary Investigative Work undertaken to date

To date limited investigative work has been carried out on the scheme. A preliminary proposed corridor was previously developed for part of the route at the time of updating County Development Plan. Kinsale Transportation Study, July 2009 was developed by Consulting Engineers however due to economic downturn of 2008 it was not progressed beyond the report.

The purpose of this study is to examine all the possible routes for the connection of Kinsale to the National Road Network including an examination off all possible route to the West, North and East. Figure 1-1 illustrates an indicative study area.

3.1.1 Road network

The appointed Consultant must identify a preferred road line/alignment through the Constraints/ Route Selection Process, incorporating relevant bridge structures, culverts and junction treatments where appropriate.

3.1.2 Water and Wastewater Infrastructure

A desktop study has been carried out using the CCC online Geospatial Information System (GIS) system, details which have been included in Appendix A of the report. Please be advised that this is a desktop study and has not been verified on the ground.

3.1.3 Site Investigations

Site Investigations including topographical and other surveys have not been carried out to date; however non-invasive and invasive ground investigations, topographical and other surveys will be required as part of the detailed design process. The Consultant shall include in their tender sum the cost of specifying, procuring, and managing same. The costs of the investigations will be borne separately by Cork County Council.

3.1.4 Environmental Assessment

A desktop study has been conducted using the CCC online GIS system, details which have been included in Appendix A of the report. Please be advised that this is a desktop study and has not been verified on the ground.

3.1.5 Land Acquisition

Land acquisition is envisaged, depending on the route selection, public consultation and other relevant processes. No land acquisition has been undertaken to date.

3.2 Client Supplied Information

Tenderers should note that all information and data provided by Cork County Council, is Private and Confidential, and must be used solely for the purpose of tendering for this scheme. Under no circumstances should Tenderers share or discuss this information with any third party.

It will be the responsibility of the successful Consultant to critically evaluate all information provided by the Client, including proposed recommendations. The Consultant shall liaise with all relevant statutory bodies and undertake any additional investigations or design necessary to provide the best infrastructure solutions to service the proposed infrastructure project.

3.2.1 Documentation provided for information purposes

Documentation for information purposes is included in Appendix A. The following documentation will be made available to the pre-qualified Candidates in digital format, for information purposes, following receipt of the completed "Agreement for Use" form, included in the Appendix B to this document.

The following documents can be downloaded using the associated links, as listed:

- Cork County Development Plan 2022-2028

  Cork County Development Plan 2022-2028 Website

- Banon-Kinsale Municipal District – Local Area Plan:

  http://corklocalareaplans.com/bandon-kinsale-municipal-district/

  - Main Policy Material
  - Environmental Reports
  - Map Browser
- Kinsale Town Council Plans

  http://corkcocoplans.ie/kinsale/
- Cork County Council Climate Adaptation plan
  https://www.corkcoco.ie/sites/default/files/2024-02/cork-county-council-climate-action-plan-2024-2029.pdf

(Please contact the Regional & Local Roads Design Office if there are any problems downloading these links)

3.3 General Reference Documentation/Information – Supplied to Consultant – at Project Start-up

The following documentation/information will be made available to the successful Consultant at Project start-up:

- Geodirectory data
- Relevant OSI maps (Tailte Éireann)
- Relevant OSI Ortho-photography mapping (Tailte Éireann)
- GIS information relating to the existing water services network (where available)

4. Consultant's Services

The Consultant appointed shall perform the Technical and Management Services itemised in Schedule B of the Form of Tender and Schedule and shall comply with Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025). These services are described in detail in the following sub-sections 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.6, 4.7, 4.8 and 4.9.

The Consultant shall provide the Capital Works Management Framework (CWMF) Whole Stage (ii) services as identified below and shall act in the role of Project Supervisor for the Design Process for Whole Stage (ii) of the works.

The following stages set out the critical elements that must be considered in the delivery of this infrastructure project, and as such, does not constitute an all-inclusive list, as the Consultant is responsible to define such details.

4.1 Health and Safety (All Stages)

In addition to the general obligations and duties under safety, health and welfare the Consultant shall be required to perform the following specific services:

4.1.1 PSDP Duties

The Consultant shall undertake the duties of Project Supervisor for the Design Process as per the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291 of 2013). This shall include the preparation of Preliminary Health & Safety Plan.

4.1.2 PSCS Duties

Where a PSCS is to be appointed the Consultant shall assess their competence and make recommendations to the Client on their appointment. Where necessary the Consultant shall prepare assessment report(s) on the competence of proposed contractors. Such assessment(s) shall have regard for the guidance issued by the HSA and in particular the publication Guidelines on the Procurement, Design and Management Requirements of the Safety, Health and Welfare at Work (Construction) Regulations 2013 (S.I. No. 291 of 2013).

4.1.3 Safety Meeting

The Consultant must organise a pre-commencement safety meeting and a post works safety close off meeting with the PSCS, as per CCC's procedures for compliance with the Construction Regulations. The CCC safety advisor must be notified of these meetings and will attend where possible. Minutes must be recorded and circulated by the Consultant. The Consultant's Project Engineer and the CCC Project Engineer will attend these meetings.

4.1.4 Traffic Management

The Consultant shall prepare detailed and comprehensive Preliminary Traffic Management Plans whenever necessary throughout all stages of the service contract. Preliminary Traffic Management Plans will be required for, inter alia: Geotechnical investigations, Geophysical investigations, construction contracts and other surveys, investigations and works in the vicinity of road traffic.

4.2 General Services (All Stages)

4.2.1 General Duties

The Consultant shall undertake all the required duties in a professional and competent manner and shall provide the required services to the Client, as necessary, whether as Consultant, as referred to in the Government Standard Conditions of Engagement, or Employer's Representative as referred to in the Public Works Contract. The successful Consultant shall be appointed as the Project Administrator for all stages of the Infrastructure Project.

4.2.2 Building Information Modelling (BIM) Requirements

The Consultant shall comply with BIM requirements as outlined in the BIM adoption strategy to incorporate digital delivery requirements as part of the overall Government strategy to digitalise the construction sector by 2030.

Current Public Sector BIM Adoption Timeline sets out start of 2026 as *Milestone 6 – Contractor and Supply Chain* for projects value over €10M, July 2026 as *Milestone 7 – Design Team only* for projects value over €5M and January 2027 as *Milestones* for projects below €5M.

4.2.3 Documentation / Information Exchange Requirements

The Consultant shall comply with the following requirements for documentation / Exchange of Information when issuing reports, drawings and other documentation to the client or any third party throughout all stages of the Consultant's contract with the Client.

- All cost and expenses associated with the production, printing, copying, binding, laminating, proof reading, pdf compilation, posting and packaging of all reports, documentation and drawings throughout all stages of the Consultant's Contract shall be included in the Consultant's tender proposal.
- Project Information shall be exchanged using standards set forth in ISO 19650 series, including Irish Annex.
- Project Information shall be organised according to Uniclass latest naming structure.
- Industry Foundation Class (IFC) standard IFC 4.3 shall be used for exchange of design models.
- Reports and other documentation shall be printed single sided on good quality recycled white A4 paper. Reports shall be bound with metal wire spiral binding.
- Drawings shall be A1 maximum size. Drawings of A1 size shall be 'bound' in an indexed drawing wallet. Drawings of A1 size shall also be included as A3 half scale in the bound reports. Scales and font sizes used for A1 drawings shall be legible at half scale.
- Reports and drawings shall utilise colour where this will provide for better presentation of the information portrayed.
- In general, the Consultant shall submit 3 paper copies plus an electronic copy of all draft reports, documentation and drawings for the Clients review/approval as appropriate. All reports, documentation and drawings submissions shall include a complete pdf digital copy. Once this draft documentation has been reviewed/approved by the Client the Consultant must resubmit this documentation as "Client Approved" in paper copy (3 copies) and as one complete pdf file. Any subsequent changes or amendments to this documentation requested by the Client, or any other approving authority (e.g. An Coimisiún Pleanála) must be incorporated into the documentation and again submitted to the Client as "Final Approved" in paper copy (5 copies) and as one complete pdf file. All pdf documents submitted must be in a format suitable for uploading on to the CCC web page.
- The Consultant shall provide electronic copies of all documents which are generated during the study, in a format requested by the Client. Any request shall be satisfied within five working days.

4.2.4 Communication Requirements

The Consultant shall liaise with the Section Senior Engineer and his representatives on all aspects of the scheme and consult with all other interested parties including, but not limited to, CCC departments such as Coastal & Flooding Dept, Archaeology, all Private Agencies, Heritage & Conservation, Ecology etc and all Government Departments, Bodies, Agencies, Semi-state Agencies, the Office of Public Works (OPW), Transport Infrastructure Ireland (TII), Uisce Éireann (UE, formerly Irish Water IW), Department of Transport (DoT), Department of Housing, Local Government and Heritage (DLGH), Department of Climate, Energy and Environment (DCEE), National Transport Agency (NTA), Inland

Fisheries Ireland (IFI), National Parks and Wildlife Service (NPWS), An Coimisiún Pleanála (ACP), Bus Eireann etc.

In addition, the Consultant will consult with CCC management, Landowners/Developers and their agents, Service & Utility Providers etc.

4.2.5 Progress / Steering Group Meetings

The Consultant shall schedule and administer all meetings as required for the successful execution of the Project, including:

- Arrange Designer and CCC meetings every 2 weeks (on-line or in person) with in-person meetings every 6 weeks.
- Prepare and distribute a notification of the meeting to required attendees a minimum of 7 days in advance of the meeting.
- Establish, prepare, and distribute agenda with the notification.
- Make physical arrangements for the meetings at the agreed location(s).
- Preside at meetings.
- Prepare and distribute minutes of meetings including significant proceedings and decisions within two working days after each meeting: and
- Obtain client approval of meeting minutes prior to distribution.

The Consultant shall include for all costs and expenses associated with the scheduling, rescheduling, preparation, and attendance of meetings. Meetings will be held either at the Client offices or in the vicinity of the site unless otherwise agreed with the Client. Meetings on MS Teams / Zoom (or similar platforms) are acceptable where face to face meetings are not necessary.

Meetings shall be attended by the relevant members of the Client Team and when appropriate Council Management, and any other individual or group agreed in advance with the Client's Representative.

The Client reserves the right to attend any Project-related meeting, including in-house Consultant Team meetings. A full schedule of meetings shall be provided by the Consultant in the PEP including at a minimum date, time, attendees, and location.

4.2.6 Public Consultation

The Consultant shall attend all public consultation and publicity meetings for the duration of the planning and execution of the scheme and to assist in any Public Relations issues arising from the Scheme. The Consultant shall allow for attendance at 4 such meetings (2 of which might fall outside of standard working hours as outlined below). Attendance at additional meetings shall be paid on a time charge basis at the rates tendered by the Consultant. The Consultant shall allow for the project team to be in attendance for 2 public Consultations (typically between 14.00 to 22.00). The Consultant is to provide all necessary documentation, fliers, drawings, visual aids etc for the effective delivery of the public consultation (Consultants should refer to Consultation Principles & Guidance, Department of Public Expenditure and Reform, November 2016 for guidance on public consultation requirements and other relevant documentation).

4.2.7 Cost Estimates

The Consultant shall prepare detailed and comprehensive cost estimates for the scheme. The Consultant will be required to use the cost estimates to prepare on a quarterly basis cash flow

projections for Cork County Council. The Consultant will be further required to constantly review and update these cash flow projections for the purposes of keeping all the appropriate bodies informed on progress of the infrastructure scheme. The Consultants attention is drawn to the Construction Procurement Reform Standard Forms for Cost Planning & Cost Control.

4.2.8 Organogram

The Consultant's Project Director shall report to the Section Senior Engineer. The Consultant must prepare an organogram, clearly detailing the lines of communication between the Client's Project Leader, the Consultant's Project Director, the Consultant's Project Manager and all Contractors and subcontractors. This shall be submitted within 15 days of the Consultants appointment.

4.2.9 Project Programme

The Consultant shall prepare a fully resourced programme as part of PEP for the project within 15 days of the appointment. The programme should reflect specific tasks, activities and milestone dates as entered in the schedules completed for this project and appended to the standard Conditions of Engagement for Construction Consultants and should be in the form of Gantt chart. This programme is to be provided to the client in PDF format and in MS Project format.

Gantt chart must reflect project deadlines and reasonable allowance of time for and review of output by the Client. The Programme should clearly show the critical path. It must abide by the constraints stated or implied in the Contract or considered prudent by the Client and/or Consultant. It shall show the level of detail that permits effective monitoring of the works and shall include all activities to be completed, design and construction, each of which shall be given a short title with their respective sub heading tasks clearly broken down. The Programme shall also include proposals to manage attendant risks and opportunities. All events shall be numbered and annotated with earliest and latest event dates.

During the Contract, if there is any change to the dates provided in the Initial Programme, the Consultant will be required to submit and obtain approval from the Client an updated Programme which shows the current progress compared to the Initial Programme. In any event, the Project Programme shall be updated monthly.

On Substantial Completion of the Contract, the Consultant shall prepare, submit, and obtain approval from the Client for a final Programme which shall include a detailed comparison and narrative between the dates given in the Initial Programme submitted before the Starting Date and the actual dates achieved.

4.2.10 Other Services

The Consultant shall provide the following services which shall be deemed to be included in the scope of the services and not subject to additional payment by the Client:

- General Technical and Management advice and calculations given to the Client.
- Use of computers and other forms of modern technology.
- Independent checking of calculations.
- Liaison with the Client, other Local Authorities and all interested parties including utility providers, Government Departments, Government Agencies, Fishery Interests, Landowners etc. regarding the project.
- All public notices, advertisements etc relevant to the project.

- Checking the insurances of all contractors, sub-contractors, sub-consultants and specialists and ensuring they meet the Clients Requirements.

4.2.11 Risk Assessment Report

Within one month of the Consultants appointment the Consultant shall prepare a detailed and comprehensive Risk Assessment Report on all aspects of the project. The Risk Assessment Report shall examine all risks that could affect the project's cost or programme. Each risk is to be scored, assigned an owner and provided with a mitigation strategy to minimise its impact on the project. The Risk Assessment Report is to be updated on a monthly basis throughout all stages of the project and presented to the Client at Progress/Steering Group meetings.

4.3 Project Management and Delivery (All Stages)

The Road Infrastructure Project will be required to comply with Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025) updated in July 2025 and with TII Project Management Guidelines (PMG), May 2025. Both documents will provide the framework for the phased approach with regard to the management and delivery of the Infrastructure Project through the planning, execution and close-out stages. The Consultant will be required to ensure that the management and appraisal of the road project is consistent with these two sets of guidelines. It should be noted that neither the DoT RLR, TAF nor the PMG do not purport to be a full statement of the duties and statutory obligations of the Project Team. **Responsibility for ensuring that the Scheme is progressed in accordance with applicable legislation, standards and guidelines remains the responsibility of the successful Consultant.**

4.3.1 DoT – Transport Appraisal Framework Guidelines, Standards, Circulars & Policy Documents

It is intended that the Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025) will be utilised as one of the two guidance documents with regard to the management and delivery of the infrastructure project through the planning, execution and close-out stages. However, these Guidelines should also be read in conjunction with all other relevant, European Directives, Regulations or other legislation; British and Irish Standards; TII, Department of Transport (DoT) and Department of Climate, Energy and the Environment (DCEE) Guidelines, Standards, Circulars, Statutory and Policy Documents.

The Consultant will provide all services necessary for the management and progress through the appraisal/approval procedures as set out in the Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025) *from* Stage 1 to Stage 4 in relation to the Infrastructure Project.

The 2025 DoT RLR will provide the framework for this infrastructure project as set out in the following phased approach: -

- *Stage 1: Project Outline, Concept & Feasibility.*
- *Stage 2: Option Selection.*
- *Stage 3: Design & Environmental Consideration.*
- *Stage 4: Statutory Processes. The deliverable of Stage 4 is RLR Stage Gate 4 Pre-Tender Approval.*

At this stage in the planning of the infrastructure Project we expect the scheme to cost within the threshold of no more than €6 million and so should be subject to the following approval stages in the lifecycle prior to implementation:

- *RLR Stage Gate 4 Pre-Tender Approval*

The Consultant will be responsible for complying with all relevant DoT circulars and guidance documentation.

4.3.2 TII – Project Management Guidelines

It is intended that the TII Project Management Guidelines (PMG), May 2025 will be utilised as one of the two guidance documents with regard to the management and delivery of the infrastructure project through the planning, execution and close-out stages. However, these Guidelines should also be read in conjunction with all other relevant, European Directives, Regulations or other legislation; British and Irish Standards; TII, Department of Transport (DoT) and Department of Climate, Energy and the Environment (DCEE) Guidelines, Standards, Circulars, Statutory and Policy Documents. **The Consultant will provide all services necessary for the management and delivery of Phase 1 to Phase 4 of the 2025 TII PMG (as amended in this document) in relation to the Infrastructure Project.** The Consultant will need written permission from Cork County Council in order to move from one phase to the next.

The 2025 TII PMG will provide the framework for this infrastructure project as set out in the following phased approach: -

- *Phase 0 – Scope and Strategic Assessment. Ensure Project alignment with current strategic programmes and plans.*
- *Phase 1 – Concept and Feasibility. Develop and investigate in further detail the feasibility of the Project and Project management structure.*
- *Phase 2 – Option Selection. Examination of alternative options to determine a Preferred Option(s).*
- *Phase 3 – Design and Environmental Evaluation. Develop the Project design, following the selection of a Preferred Option, based on both technical and environmental inputs, to a stage where sufficient levels of detail exist to establish landtake requirements and to progress the Project through the statutory processes.*
- *Phase 4 – Statutory Processes. Compile documentation and participate in oral hearing(s) as required by the statutory processes to ensure that the proposed Project is developed in accordance with planning and environmental legislation.*
- *Phase 5 – Enabling and Procurement. Compile tender documentation to allow for the appointment of a Contractor to execute the Main Contract and undertake enabling works to facilitate the works.*
- *Phase 6 – Construction & Implementation. Administration and execution of the Main Contract in accordance with the design, specification. Relevant standards and legislation.*
- *Phase 7 – Close-out and Review. Complete all outstanding contractual and residual issues relation to the Project*

As this is not a TII Project, the successful Consultant is required to liaise with Cork County Council, and DoT for technical reviews and approvals. The Consultant shall report directly to Cork County Council on all aspects of the design, planning process and construction of the project.

Where the Consultant's Tender Quality Submission gives rise, in the opinion of the Authority, to a higher standard of work or service than that contemplated by the other provisions of the Contract (including the stated service requirements), the Consultant shall provide the higher standard of work or service set out in the Consultant's Tender Quality Submission. Where the Consultant's Tender Quality Submission would give rise to a lesser standard of work or service than that contemplated by the other provisions of the Contract (including the stated service requirements), the Consultant shall provide the standard of work or service contemplated by the other such provisions of the Contract (including the stated service requirements). Any decision on whether a provision of the Consultant's Tender Quality Submission gives rise to a lesser or higher provision of work or service than the other provisions of the Contract shall be determined by the Authority at its sole discretion.

The scope of services required by Cork County Council consists of all services necessary or desirable for the management and purposeful delivery of Phases 1, 2, 3 and 4 (as amended in this brief), of the TII Project Management Guidelines (PMG), May 2025 in relation to the Infrastructure Scheme including, but not limited to, the non-exhaustive list of specific services set out in Schedule B of the Form of Tender and Schedule.

4.3.3 Other Relevant Guidelines

In addition to giving due regard to the information included in documents/reports etc. referenced in Section 3, of this Brief, the Consultant shall ensure that the design shall comply with the requirements of all relevant regulations, standards, codes and guidance documents, including but not limited to the following:

Road Design

- *TII – Design Manual for Roads and Bridges*
- *TII – Manual of Contract Documents and Road Works*
- *DOE and DTO – Traffic Management Guidelines (2003)*
- *DoT – Traffic Signs Manual (TSM) (2025)*
- *DoT – Design Manual for Urban Roads and Streets (DMURS)*

Environmental

- *Protection of the Environment Act, 2003.*
- *Environmental Protection Agency Act, 1992 (Urban Wastewater Treatment) Regulations (S.I. 254 of 2001 and S.I. 440 of 2004)*
- *EU Habitats Directive (92/43/EEC).*
- *Water Framework Directive (2000/60/EEC).*
- *Department of the Environment and Local Government publication "Procedures and Criteria in relation to Storm Water Overflows",*
- *European Communities (Quality of Salmonid Waters) Regulations (S.I. 293 of 1988).*
- *Where appropriate, the European Communities (Shellfish Production) Directive 91/492/EEC and S.I. 147 of 1996.*
- *The European Communities (Nitrate) Directive 91/676/EEC – The protection of water against pollution caused by nitrates from agricultural sources.*
- *Phosphorous Regulations, S.I. No. 258 of 1998.*
- *All European Communities (Quality of Shellfish Waters) Regulations.*

- *Environmental Quality (Surface Water) Standard Regulations, SI 272 of 2009 in relation to meeting relevant quality objectives for the receiving water.*
- *Water Framework Directive 2000/60/EC and S.I. 722 of 2003*
- *Climate Action Plan 2024*

Planning

- *Cork County Development Plan 2022-2028*
- *Where applicable, the Planning & Development (Amendment) Act 2010*
- *DoEHLG Planning System and Flood Risk Management Guidelines*

Heritage & Conservation

- *Architectural Heritage Protection – Guidelines for Planning Authorities (2011)*
- *NBHS – Architectural Heritage (National Inventory) and Historic Monuments (Miscellaneous Provisions) Act, 1999*

All other relevant National and EU legislation where applicable, e.g. National Monuments Act 1994, Foreshore Act 1933, the Planning Acts, and legislation on Archaeology, NHA's, SAC's and SPA's

4.4 Procurement

The Consultant shall procure and manage the contracts necessary for the infrastructure construction under the governing Public Procurement Law, and shall manage these contracts to a successful conclusion, when the project will be handed over to the Client. The Department of Public Expenditure, Infrastructure, Public Services Reform and Digitalisation, established the Capital Works Management Framework (CWMF) in order to deliver the Government's objectives in relation to Public Sector Construction Procurement Reform. This project will be delivered subject to the requirements of EU directives, the CWMF and/or Cork County Council Procurement Policies.

The consultant shall perform the following specific services in relation to third party surveys and site investigation works.

- The Consultant shall, at an early stage of the Project, establish the requirements for third party surveys and site investigation works. These requirements, including scope and detailed cost estimates shall be submitted as a single report entitled, "Third Party Surveys and Site Investigation Works", for approval by the Client. The report shall set out recommended selection and award criteria for each of the proposed procurements.
- The Consultant shall prepare detailed and comprehensive tender documents for the procurement of the various third-party surveys and site investigation works, in compliance with the Client's Corporate Procurement Policy. Tender documents shall utilise the appropriate form of the Department of Finance Public Works Contracts and shall include all documents, specifications, and drawings necessary to ensure a clear and complete scope of works (as approved in the report – Third Party Surveys & Site Investigations) is tendered. Tender documents shall be submitted to the Client for approval.
- The Consultant shall recommend proposed service providers or contractors where it is proposed to invite tenders. Where tenders are to be advertised, the Consultant shall provide all required information to assist the Client to advertise the tender on etenders.ie in accordance with EU procurement rules and the Client's own procurement policies.

- The Consultant shall issue tender documents to tenderers; respond to all requests for clarifications; and facilitate site visits etc. during the tendering period.
- The procedure for the receipt and opening of tenders shall be in accordance with the Client's policy and procedures. The Consultant shall ensure he manages the tendering process to comply with the requirements of this policy and procedures.
- The Consultant shall comprehensively evaluate tenders and assess these against the selection and award criteria. Evaluations shall include seeking written or verbal clarification by interview from tenderers when appropriate. The Consultant shall prepare and issue Report(s) on Tenders to the Client for approval. The Report(s) on Tenders shall include, as a separate section, an assessment of the competence of the recommended tenderer(s) to act as Project Supervisor Construction Stage.
- The Consultant shall advise on all matters relevant to the recommendation and appointment of the contractor(s) and provide all relevant Contract Documents for signing in accordance with the Department of Finance Conditions of Contract, Capital Works Management Framework with the inclusion of all relevant pre-contract information (3 No Copies per contract signing).
- The Consultant shall forward Contractor's insurances to the Client for assessment.
- The Consultant shall act as Employer's Representative for all third-party surveys and site investigation works contracts.
- The Consultant shall provide an appropriate level of competent site supervision commensurate with the scale, scope and complexity of the surveys/works being carried out by third parties. Specifically for the Site Investigation Works, the Consultant shall provide full time site supervisory staff for the duration of the site works associated with the Site Investigation Contract. The cost of this site supervisory staff is to be included in the tender proposal.
- The Consultant shall communicate with affected landowners and shall keep them informed of the nature and progress of the surveys and site investigation works as necessary.
- The Consultant shall undertake the duties of the PSDP where necessary.
- The Consultant shall negotiate final accounts.

4.5 Stakeholder Engagement (All Stages)

As part of the projects planning and design stages, stakeholder consultations will play an important role in securing the necessary agreements/approvals. The Consultant shall undertake at a minimum stakeholder consultation with:

Cork County Council (CCC) Departments: The Consultant will be expected to liaise with CCC staff in the local Area Office to obtain local knowledge as to the issues on the ground for each of the sites and the CCC Heritage Department on matters of archaeology, conservation and heritage value.

Office of Public Works (OPW): The bridging of watercourses requires OPW approval under Section 50 of the 1946 Arterial Drainage Act. The Consultant shall undertake all work necessary in order to secure the Section 50 approvals, including liaison with the Office of Public Works (OPW) and working through draft designs up to a final approved Section 50 Agreement for any new bridge structures or changes to the existing structure.

Inland Fisheries Ireland (IFI): The Consultant will consult with IFI in developing all design solutions and will have to take account of the available window for carrying out such works in rivers as set down by Inland Fisheries Ireland. The Consultant shall report to CCC on the IFI consultations, correspondence and directions.

Department of Housing, Local Government and Heritage: If the existing structure is a 'Recorded Monument' under the relevant sections of the National Monument Act, the Consultant may be required to give notice in advance of any works at or near the monument(s). Ministerial Consent may be required for any proposed works at or adjacent to the structure. It will be the responsibility of the Consultant to engage and manage the approvals/licensing process. Consultation with the CCC Heritage Department will be required if a structure is a protected structure, National Inventory of Architectural Heritage (NIAH) or is found to have 'Heritage Value' during the inspections.

Landowners: The Consultant shall communicate with the affected landowners and shall keep them informed of the nature and progress of the surveys and site investigation works as necessary. Access to the site for the planning, design or construction stage(s) may be via private lands and the Consultant will assist the Client in achieving an access agreement with the landowner and agreeing accommodation works, if required. The Consultant shall prepare a composite map and all necessary individual maps and associated documentation required for land acquisition (permanent and temporary). When requested, the Consultant shall attend meetings between Cork County Council and landowners or their representatives. It is expected that there will be a number of landowners impacted, depending on the route options.

Conservation Consultations: The Consultant will engage and consult with the local representatives, CCC Conservation Officer, and any other relevant bodies, during the drafting of the reports throughout the delivery of the scheme and obtain all necessary permissions / licences / approval as required.

Environmental Consultations: The Consultant will consult with local representatives of the National Parks and Wildlife Service (NPWS) and Inland Fisheries Ireland (IFI), CCC Ecologist (if required), and any other relevant bodies, during the drafting of the ecological & habitats reports.

Public Participation Day: The Consultant shall include for a public participation day(-s) which may be required during the route selection stage of the process.

4.6 Preliminary Stage Services *Phase 1 – Concept and Feasibility*

The Consultant shall develop and investigate in further detail the feasibility of the Project and Project management structure.

4.6.1 Assignment and Structure of Project Team

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.2.1

4.6.2 Project Execution Plan (PEP)

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.2

In order to comply with the requirements of Capital Works Management Framework (CWMF) Guidance Note GN 1.1 Project Management, it will be necessary for the Consultant to produce a Project Execution Plan for the scheme. The purpose of this is to provide a core project management

document, which can monitor the Scope of the Scheme in terms of progress, expenditure and compliance with standards and policy.

The Project Execution Plan shall be initiated during *Phase 1 – Concept and Feasibility* and shall be updated throughout the Scheme's development and shall be submitted to the Client at the end of each phase. The Consultant shall ensure that the Project Execution Plan is updated and resubmitted for review at planned intervals thereafter.

4.6.2.1 Programme Management

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.2.2

The Consultant shall prepare a detailed and comprehensive Project Programme and Objectives Report which examines in detail the reports, studies, preliminary designs and data collection available to date, and shall include a comprehensive suite of recommendations for the most appropriate methods of meeting the Client's objectives for the infrastructure contract.

The Consultant shall ensure that the Project Programme and Objectives Report identifies all Archaeological licences, Section 50 (Arterial Drainage Act, 1945) requirements, and any other statutory processes or approvals required for any stage of the project. The Consultant shall provide advice and assistance, and liaise with all relevant agencies, to define in the Project Programme and Objectives Report, the Planning Applications for the proposed scheme.

4.6.2.2 Cost, risk and value management

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.2.4

4.6.2.3 Stakeholder interface including public consultation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.2.5

4.6.3 Mapping

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.4

The Consultant shall procure and manage a topographic survey. The extents, defined by the Consultant, will allow for the development of the design for the infrastructure project. The boundary and specification of the said topographic survey will be defined by the Consultants, based upon the preliminary review of the infrastructure project requirements and the requirements of the infrastructure project as a whole.

The cost of the third-party topographic, environmental, ecological and other necessary surveys shall be borne by the Consultant and shall include periodic updates if such are required.

4.6.4 Review of Previous Studies

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.5

4.6.5 Constraints, Risks and Opportunities Study

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.6.

The Consultant shall, in accordance with Cork County Council's Procurement Policy, procure a Habitats Directive Screening Statement, and if required an Appropriate Assessment (AA) in accordance with DoEHLG Circular L8/08, guidance notes published by the National Parks & Wildlife Service, Appropriate Assessment of Plans and Projects in Ireland – Guidance for Planning Authorities 2009 and Assessment of plans and projects significantly affecting Natura 2000 sites - Methodological guidance on the provisions of Article 6(3) and (4) of the Habitats Directive 92/43/EEC.

The Consultant shall prepare all relevant documentation and procure any necessary specialist studies and investigations. This shall include scoping the extent of surveys; invitation of Tenders; supervision and administration of the Contract; certification of work done and payment; advising on claims and settlement. The Consultant shall assist Cork County Council in submitting the Habitats Directive Assessment (HDA) to An Comisiún Pleanala (ACP) for approval.

The Consultant shall ensure that the Habitats Directive Assessment includes any necessary field surveys including a habitat survey of the area and surveys of annexed species as appropriate; collate existing data and records for the site and to carry out consultation with the National Parks and Wildlife Service and any other individuals or organisations identified as stakeholders in order to collect the necessary information to complete the screening statement and Appropriate Assessment, if required.

The Consultant shall initially carry out an Environmental Impact Assessment (EIA) screening process to determine the relevant statutory process to be followed, with the Consultant guiding the Client as to the statutory procedures to be followed. In accordance with The Section 50 Environmental Impact Assessment Report Roads Act 1993 (as revised), it is envisaged that an Environmental Impact Assessment Report (EIAR) will be required to be produced as part of the Statutory Process and the Consultant shall allow for this in their tender price.

4.6.6 Road Safety Impact Assessment

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.8

The Consultant shall prepare a Road Safety Impact Assessment (RSIA) in accordance with the requirements of PE-PMG-02001 Road Safety Impact Assessment. This will contribute to the determination of Project need, Project objectives, and will inform the Feasibility Report.

4.6.7 Climate Adaptation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.12 – the Consultant shall ensure that the project complies with the requirements of *PE-ENV-01105 Climate Assessment of Proposed National Roads – Standard.*

4.6.8 Appointment of PSDP / Safety File Setup

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 1.1.13

The successful Consultant will be expected to undertake the duties of the PSDP for CWMF Stages (i) and (ii) of the Infrastructure Project.

4.6.9 Project Set-up Workshop

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 2.1.1

There will be a need to hold one full day Project Set-up Workshop in County Hall, Cork.

4.7 Preliminary Stage Services *Phase 2 – Option Selection*

4.7.1 Update of Project Files

The Consultant is to ensure the Project Execution Plan (PEP), Safety File and all other relevant files are updated in accordance with the progress of the project.

4.7.2 Participation in Public and Other Stakeholder Engagements

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Sections 2.1.2, 2.1.7 and Appendices A2.1, A2.2 & A2.3

Prior to the commencement of the route selection process – the Project Manager should ensure that the public are made aware of the road proposal.

In preparing for all public consultations, CCC will be responsible (including payment) for notifying the media and will arrange and provide a suitable location for the public information meeting(s). It is the responsibility (including costs) of the Consultant to develop and display all necessary information boards, compile and distribute brochures/information leaflets, provide the necessary IT infrastructure and fully staff the public consultation sessions.

In addition, a strategy for addressing the above will be agreed between the Consultants Team and the CCC Team – clearly identifying the relevant personnel and responsibilities.

4.7.3 Survey requirements

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023, including:

- Environmental surveys,
- Topographical and utility surveys,
- Multi-modal Transport surveys (TII Project Appraisal Guidelines Unit 5.2 - Data Collection (PE-PAG-02016), December 2023),
- Archaeo-geophysical surveys, and
- Ground Investigations.

4.7.3.1 Proposed Services Report

The Consultant shall be responsible for providing a "Proposed Services Report", which outlines the options available to the Client to in relation to the upgrading/diverting/protection of the existing utilities affected by the Infrastructure Project. The report shall include the Consultant's recommendations as to the best engineering solutions but also considering the economic implications of each proposal. The Consultant shall liaise with all Cork County Council operations staff, relevant statutory bodies, and consider all applicable legislation and guidelines, as included in Section 4.3.3 of this document, when compiling the Proposed Services Report.

The Consultant shall append all design calculations to the Proposed Services Report. Preliminary design calculations shall be provided for the relevant utilities being proposed/adapted i.e. pumping station, rising mains, gravity mains, watermain etc as required. The Proposed Services Report shall be

accompanied by drawings showing indicative layouts in order to demonstrate the feasibility of the Consultant's recommendations and as a basis for estimation of costs.

In the Proposed Services Report, the Consultant shall include details of estimated design, construction and supervision costs, legal costs, and operating and maintenance costs for the recommended infrastructure, and for all viable alternatives.

The Proposed Services Report shall consider the following, at a minimum:

Surface Water

The Proposed Services Report shall examine all feasible options for the collection, transportation, and discharge of the surface water from the development. Due consideration should be made for the bedrock within the road corridor and adjoining lands and also the capacity of the existing water network to accommodate the proposed road network surface water. The provision of sustainable urban drainage systems (SUDS) & Nature Based Solutions (NBS) should be incorporated into the surface water drainage solution where possible.

The Consultant will need to liaise with the Cork County Council Coastal and Flood unit in the development of the design of any surface water drainage system for the proposed infrastructure project.

Other Services

Cork County Council shall endeavour to provide or assist in the provision of mapping of the following services:

- **Water Main / Foul Water**
- **Utilities – Electricity, Gas, Telecoms, Broadband, and others**

Wayleave/ Easements/ Right of Way Requirements

The Consultant shall identify in a detailed and comprehensive technical report all Easements, Wayleaves and Rights of Way required for scheme and also undertake investigations at the Land Registry and the Registry of Deeds to identify all affected landowners. The report shall include a list establishing who the owners of the land are, and whether any of it is let out to lessees, or if the land is being used by any other occupiers. The Consultant shall include in his tender proposal for getting copies of land folios of all the effected landowners. The consultant shall prepare a composite map and all necessary individual maps and associated documentation required for the acquisition of the Easements, Wayleaves and Rights of Way. When requested the Consultant shall attend meetings between Cork County Council and landowners or their representatives (allow for 5 such meetings at 4 hours per meeting including travelling time and expenses). This detailed technical report shall demonstrate that all Easements, Wayleaves and Rights of Way, to be acquired are, on technical grounds, the optimum site for the relevant part of the project, and this is also true of each specific parcel of land or section of wayleave being acquired from individual landowners.

4.7.4 Options Selection Process

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Sections 2.1.4.

The Consultant shall develop options to an appropriate level of detail to facilitate systematic assessment of the potential impact upon the findings of the Constraints, Risks and Opportunities

Study. The Options Selection Process shall follow the three-stage process as outlined within *PAG Unit 4.0 – Options Report*:

- Stage 1 – Preliminary Options Assessment,
- Stage 2 – Project Appraisal Matrix, and
- Stage 3 – Selection of a Preferred Option.

Requirements as set out in Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025).

4.7.5 Development of Cost, Risk and Value Engineering Proposals Register

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 2.1.5, in accordance with TII Cost Management Manual (CMM) (PE-PMG-0244), December 2020.

4.7.6 Public Display of Preferred Option

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 2.1.7

4.7.7 Undertake Route Selection Peer Review Process

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 2.1.8

Project Manager shall make a presentation to CCC personnel and a second presentation to landowners/affected business owners and their agents summarizing work to date, the route selection process, and the preferred route. The presentations will take place in County Hall, Cork, or an alternative nearby venue.

4.7.8 Climate Adaptation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 2.1.9 – the Consultant shall ensure that the project complies with the requirements of *PE-ENV-01105 Climate Assessment of Proposed National Roads – Standard.*

4.7.9 Health & Safety Risk Assessment of Preferred Scheme

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 2.1.10

In addition, the health and safety risk assessment should include all infrastructure works, including sewers, watermains, pump stations etc.

4.7.10 Structures Technical Acceptance

As per DoT Circular RW 10/2021 Structures Technical Acceptance Procedures for Regional and Local Roads the Consultant shall ensure that the structures comply with the requirements of the above.

4.7.11 Options Report

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Sections 2.1.13 and in parallel with the TII Project Appraisal Guidelines Unit 14.0 - Projects (€0.5 to €5m) (PE-PAG-02037), November 2024

4.7.12 Handover

The Consultant will handover all Project information to the Client, including Design Documentation (preliminary & detailed), Cost Estimates, Landowner & Residents File, Safety File, Correspondence, drawings (in the various formats IFC, DWG, PDF) etc. The Consultant shall be mindful of the requirements on Cork County Council by the Freedom of Information (FOI) Act 2014.

The information will be handed over in a format that will allow for the data to be easily retrievable at a later stage. The relevant format is to be agreed with CCC prior to finalisation.

4.8 Preliminary Stage Services *Phase 3 – Design and Environmental Evaluation*

The Consultant shall develop the project design, following the selection of a preferred option based on both technical and environmental inputs to a stage where sufficient levels of detail exist to establish land take requirements and to progress the project through the statutory processes.

4.8.1 Project Execution Plan (PEP) – including Lessons Learned

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.1

The Project Execution Plan shall be updated from PEP developed at *Phase 2 – Option Selection* and shall be submitted to the Client at the end of each phase. The Consultant shall ensure that the Project Execution Plan is updated and resubmitted for review at planned intervals thereafter.

4.8.2 Identifying Appropriate form of Statutory Processes

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.3

The Consultant shall determine and procure of necessary surveys to advance project design and environmental evaluation as well as obtain necessary licences and permits. This shall include ascertaining the extent of the Project's impact on each property and production of maps showing the potential impacts upon requests.

4.8.3 Preparation of Environmental and Other Statutorily Required Documentation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.4

The Consultant shall scope and procure all Archaeological Assessments, Monitoring and Licences that are deemed necessary to advance the scheme to the detailed design of the Infrastructure Project. This shall include scoping the extent of surveys, (including but not confined to archaeo-geophysical surveys) invitation of Tenders, evaluation of Tenders, supervision and administration of the Contract, certification of work done and payment thereof, advising on claims and settlement thereof, and attendance at conciliation / arbitration hearings if necessary.

The Consultant will review the need for environmental assessments that may be required during the design process in advance of the formal screening and reporting requirements and procure and manage such investigations as necessary. It is envisaged that an Environmental Impact Assessment Report (EIAR) will be required as part of the Statutory Process. The Consultant will advise and make recommendations to Cork County Council in relation to any Environmental Assessment required to

progress the infrastructure development. The third-party costs associated with the environmental reporting shall be borne by the Client.

If the infrastructure project is deemed to be a 'sub-threshold' scheme, the Project Manager shall ensure an EIAR Screening process is carried out in accordance with the relevant guidelines/legislation. The findings of the process shall be referred to CCC for comment and review prior to being referred by CCC to An Coimisiún Pleanála (ACP).

4.8.4 Licensing Requirements

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.6 - The Consultant shall obtain necessary design approval or review as required.

The process of securing Office of Public Works (OPW) Section 50's for the Infrastructure Project, Culvert and Weir structures can be time consuming – therefore consultation and submission of applications to the OPW should take place as early as possible – so as not too unduly delay project progress/programme.

4.8.5 Design Requirements

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.8 - The Consultant will need to produce a Waste Management Plan (WMP) for the scheme and a Construction Environmental Management Plan (CEMP) also.

4.8.6 Land Acquisition Documentation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.12

The Consultant shall determine land acquisition requirements and prepare land acquisition documentation and appoint property valuation advisors and legal advisors. The Consultant shall communicate the design intent and potential impacts with Land and property owners which might be affected by the preferred option.

4.8.7 Climate Adaptation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.13 – the Consultant shall ensure that the project complies with the requirements of *PE-ENV-01105 Climate Assessment of Proposed National Roads – Standard.*

4.8.8 Health and Safety

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.14 - The Consultant shall undertake health and safety design risk assessment of project design.

4.8.9 Road Safety Audit Stage 1 or Stage 1 and 2

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.15 - a Road Safety Audit Stage 1 or a combined Stage 1 and 2, in accordance with GE-STY-01024 Road Safety Audit, shall be carried out on the Project once design has been developed to a sufficient level of detail.

The audit shall be completed and closed out prior to the final determination of the land acquisition requirements to ensure that sufficient land is being acquired in order to safely accommodate all design elements.

4.8.10 Development of Cost, Risk and Value Engineering Proposals Register

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 3.1.16, in accordance with TII Cost Management Manual (CMM) (PE-PMG-0244), December 2020.

4.8.11 Handover

The Consultant will handover all Project information to the Client, including Design Documentation (preliminary & detailed), Cost Estimates, Landowner & Residents File, Safety File, Correspondence, drawings (in the various formats IFC, DWG, PDF) etc. The Consultant shall be mindful of the requirements on Cork County Council by the Freedom of Information (FOI) Act 2014.

The information will be handed over in a format that will allow for the data to be easily retrievable at a later stage. The relevant format is to be agreed with CCC prior to finalisation.

4.9 Design Stage Services *Phase 4 – Statutory Processes*

The Consultant shall compile documentation as required for the statutory processes to ensure that the proposed project is developed in accordance with planning and environmental legislation.

4.9.1 Project Execution Plan (PEP) – including Lessons Learned

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 4.1.1

4.9.2 Approval to Submit Development Application Documentation

Publish development application documentation, reports, and drawings etc (Environmental reporting such as EIAR, NIS as appropriate and land acquisition documentation).

4.9.3 Land Agreements and Environmental Commitments

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 4.1.9 - The Consultant shall prepare updated report on land agreements. It is expected that there will not be more than five landowners impacted.

The Consultant shall prepare updated schedule of Environmental commitments (if required).

4.9.4 Climate Adaptation

As per TII Project Manager's Manual for Minor National Roads Projects (PE-PMG-02043), May 2023 Section 4.1.14 – the Consultant shall ensure that the project complies with the requirements of *PE-ENV-01105 Climate Assessment of Proposed National Roads – Standard.*

4.9.5 Health and Safety

The Consultant shall undertake health and safety design risk assessment of project design.

4.9.6 Project Appraisal Report

The Consultant shall update the Project Appraisal Report, as required, taking cognisance of the statutory processes. The updated report should incorporate any amendments made during this phase.

4.9.7 Project Gate 4

The Consultants shall prepare Gate 4 Review Statement to ensure that deliverables required for Phase 4 are finalised and issued to CCC & DoT at the end of this phase.

4.9.8 Department of Transport (DoT) Approval

A formal approval from DOT is required in accordance with the PMG and the appraisal/approval procedures as set out in the Department of Transport Regional and Local Roads (RLR) Appraisal Guidelines & Preliminary Appraisal Form (Circular RW 14 of 2025). **The key deliverable at the end of Stage 4: Statutory Processes is *RLR Stage Gate 4 Pre-Tender Approval*.**

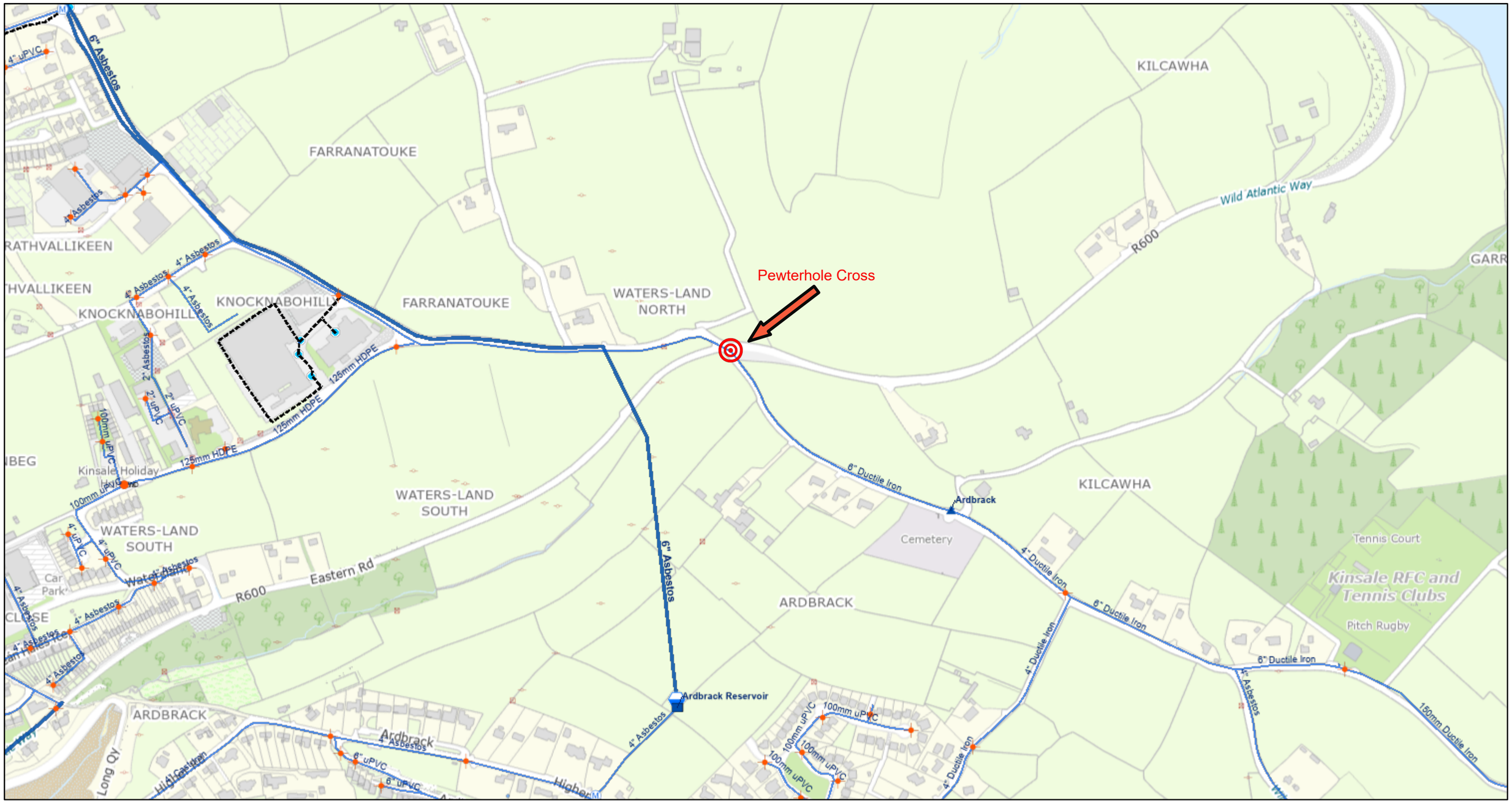
5. Tender Assessment

Refer to the Instructions to Tenderer (ITT) for requirements on Tender Assessment & Tender Submission.

Appendix A

1. CCC Water Mains Scale 1:5,000 @ A3
2. CCC Surface Water Mains Scale 1:5,000 @ A3
3. CCC Surface Water and Sewer Mains Scale 1:5,000 @ A3
4. CCC Sewer Mains Scale 1:5,000 @ A3
5. CCC Environment & Archaeology Scale 1:5,000 @ A3

Web Map Output



18/3/2026, 16:13:29

1:5,000

Water Abandoned Points

Water Abandoned Lines

Trunk Water Mains

Irish Water

Water Distribution Mains

Irish Water

Water Network Structures

Storage Cell

Water Pump Stations

Reservoir

Reservoir (Potable Water)

Network Meters

Bulk Meter

0 0.05 0.1 0.2 mi

0 0.1 0.2 0.4 km

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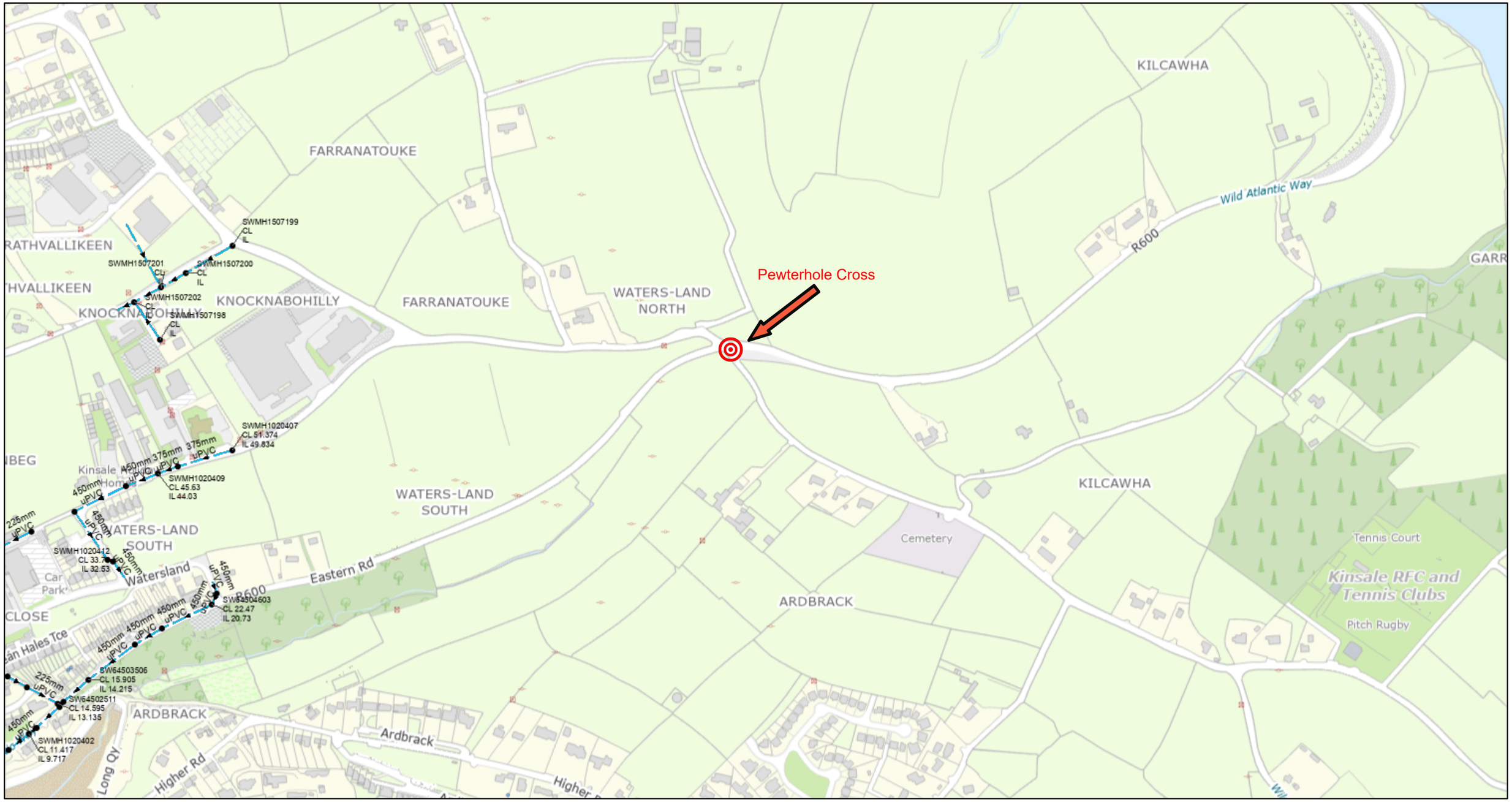
Web Map Output



18/3/2026, 16:17:20

1:5,000

Surface Water Mains

Surface Gravity Mains

Storm Manholes

Standard

0 0.05 0.1 0.2 mi

0 0.1 0.2 0.4 km

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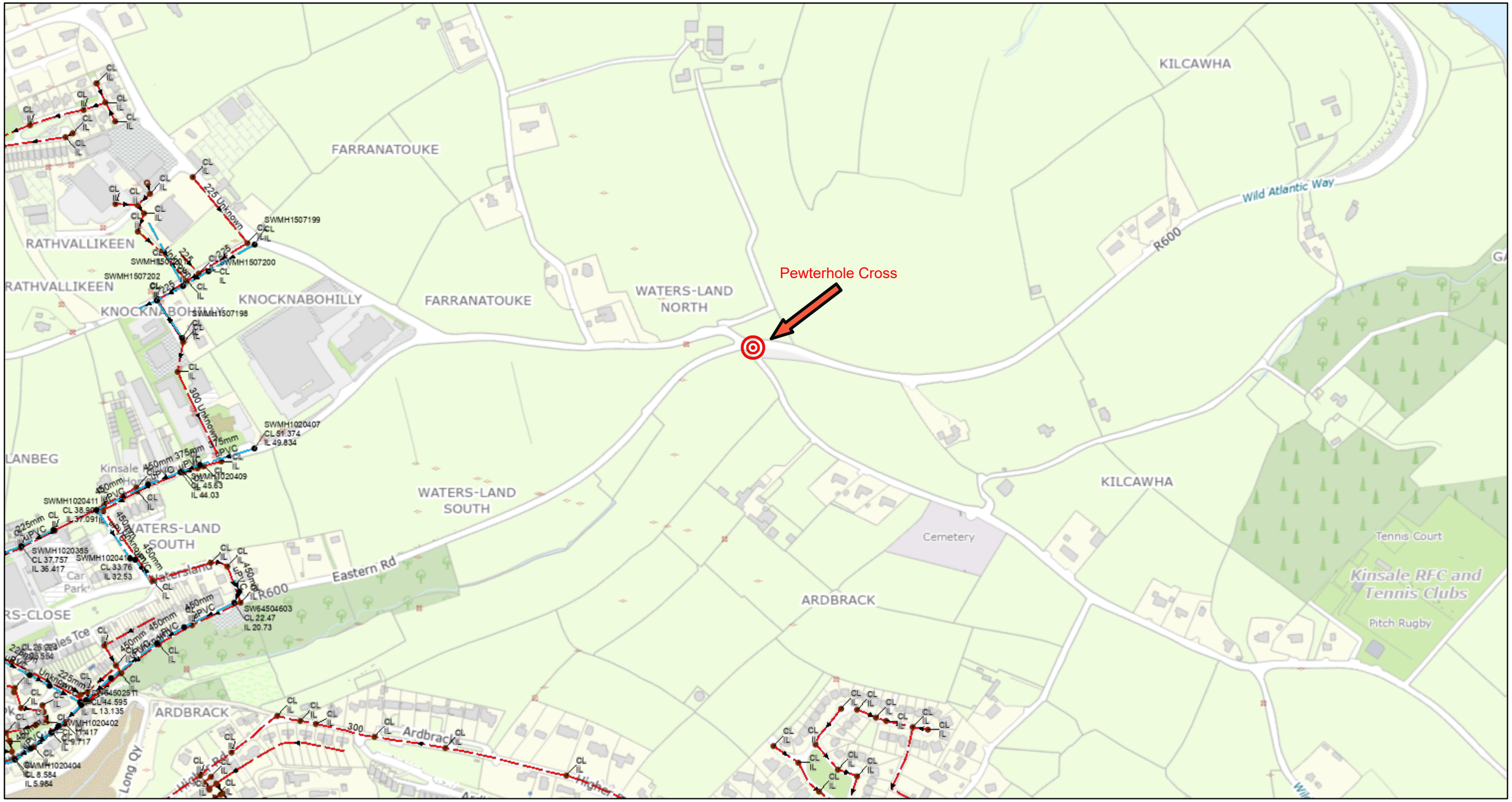
Web Map Output



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1:5,000

Surface Water Mains
- Surface Gravity Mains

Storm Manholes
- Standard

Sewer Mains (Private)
- Gravity - Foul
- Gravity - Unknown

Sewer Mains
- Gravity - Foul

Sewer Manholes
- Standard

Other; Unknown

0 0.05 0.1 0.2 mi

0 0.1 0.2 0.4 km

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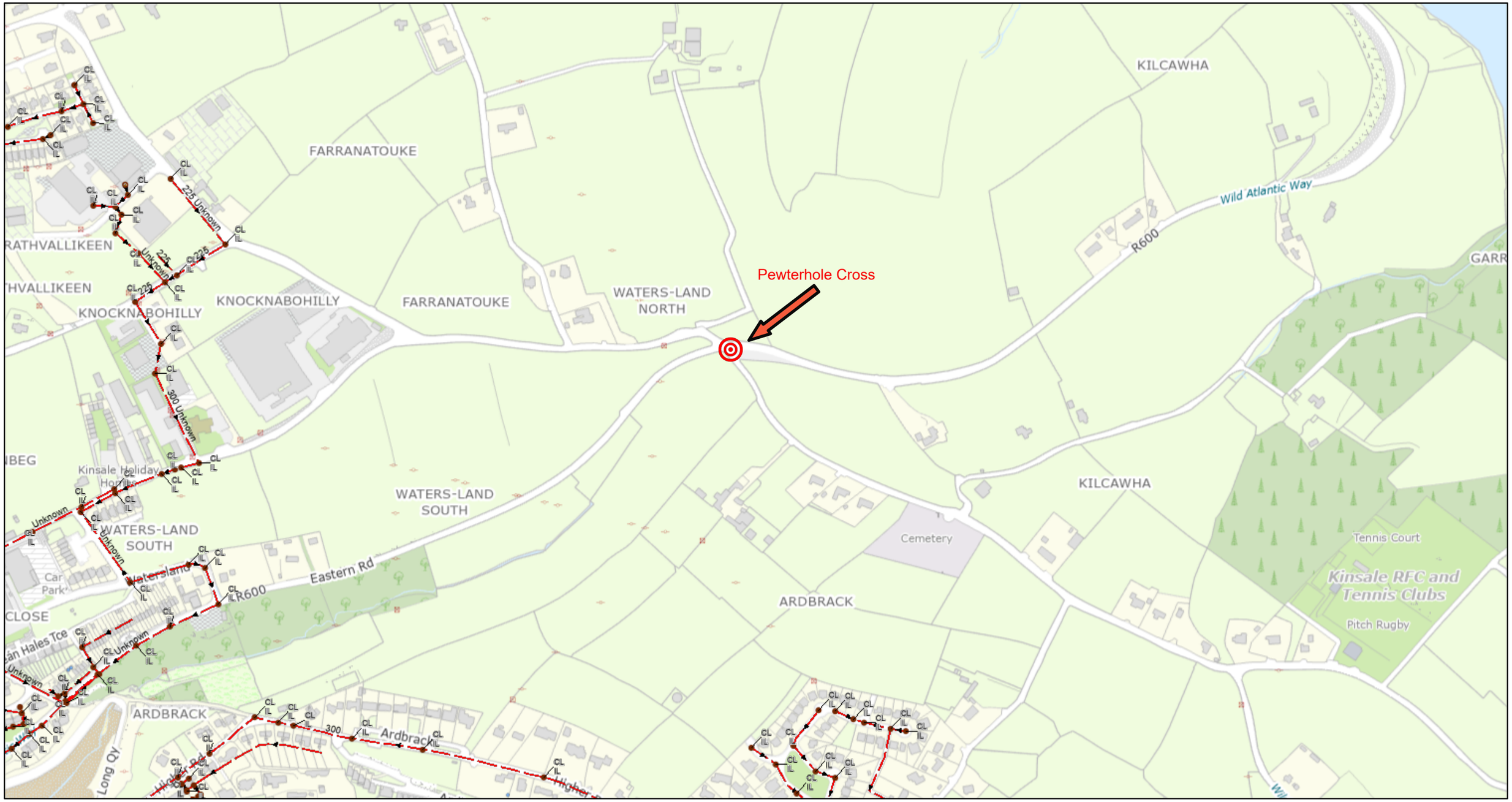
Web Map Output



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Sewer Mains (Private)
- Gravity - Foul
- Gravity - Unknown

Sewer Mains
- Gravity - Foul

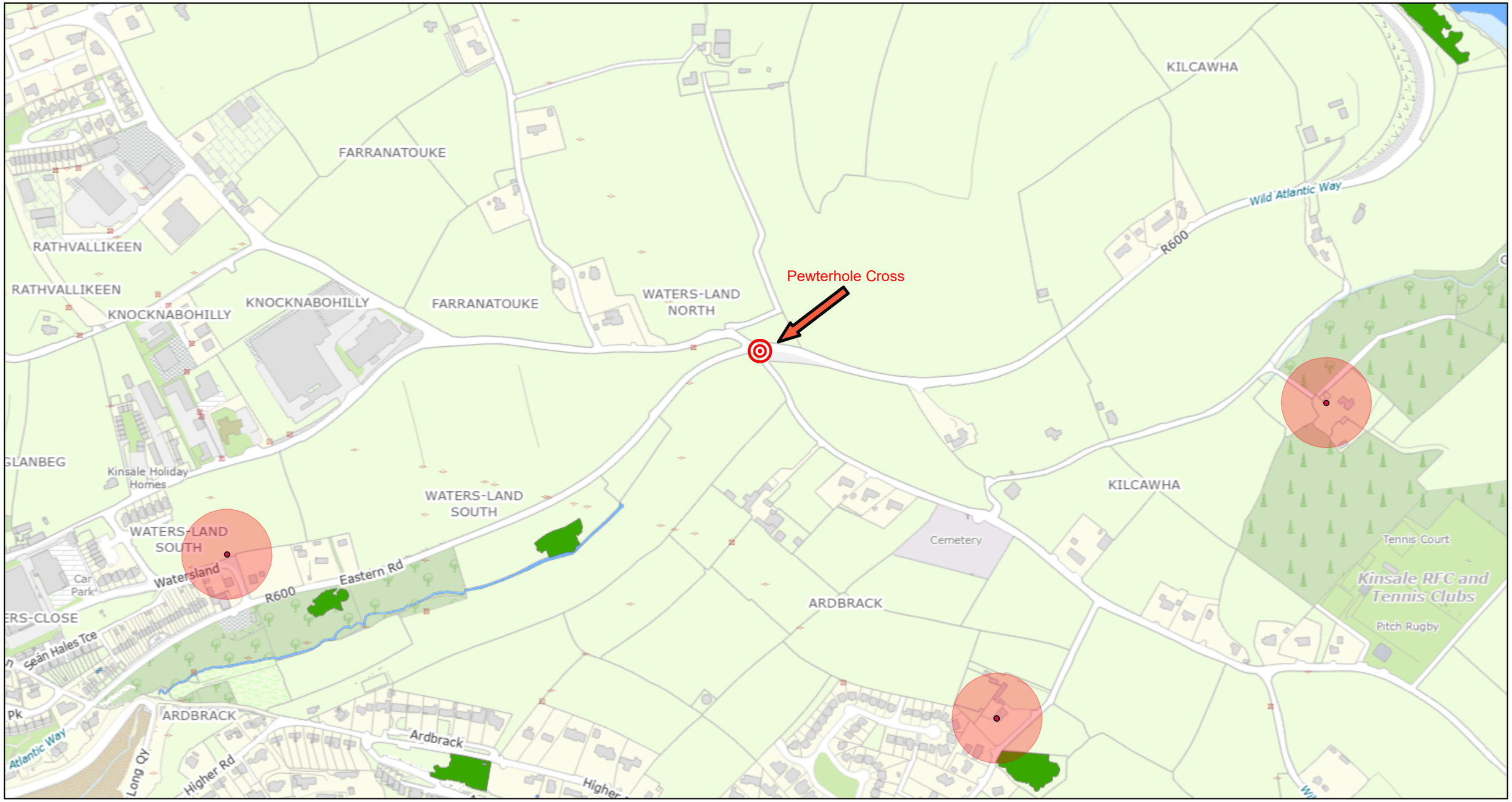
Sewer Manholes
- Standard
- Other; Unknown

0 0.05 0.1 0.2 mi

0 0.1 0.2 0.4 km

© Tailte Éireann

Web Map Output



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0 0.1 0.2 0.4 km

National Monuments Service Sites and Monuments Record (SMR Open Data)

National Monuments Service Sites and Monuments Record (SMR) Zone

NATIONAL_LAND_COVER_MAP

Rivers and Streams

Wet Grassland

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Tailte Ireland, Cork County Council

Appendix B

Comhairle Contae Chorcaí
Cork County Council

Oifig Dearaidh Bóthair Réigiúnacha agus Áitiúila,
Urlár 3, Foirgneamh Leabharlainne an Chontae,
Chorcaigh, T12 K335
Fón: (021) 4276891 Suíomh Gréasáin: www.corkcoco.ie
Regional and Local Roads Design Office,
Floor 3, County Library Building,
Cork. T12 K335
Tel: (021) 4276891 Web: www.corkcoco.ie

Agreement for Use of GIS Data *created or generated by Cork County Council* by Agents of Cork County Council

To be completed by Agent

Data Requested	
Specific Purpose/Project for which data will be used (data will not be supplied unless this information is given)	
Name of Organisation Requesting the Data	
Name of Individual Requesting the Data	
Contact Details of above Individual	

On behalf of the organisation named above, I declare that the data requested will be used solely for work carried out on an agency basis for Cork County Council for the purpose, or as part of the project described above.

I undertake to delete the data from all systems on completion of the project described (under Specific Purpose above) unless further authorisation is received for its use from Cork County Council.

Signed: _____



Regional & Local Roads Design Office