

Invitation to Tender

[SCENARIOS]

CLAIMS ANALYSIS

ITT EXAMPLE SCENARIO - BRIEF FOR CONSULTANCY SERVICES

The Consultant is to provide proposals for the delivery of the commercial services described below for the typical project described below. The questions are not intended to determine the consultant's knowledge and experience of the Employers schemes but their approach, methodology and thinking in respect of delivering commercial services to achieve TfL Project Objectives.

Project Brief

1. TfL Project Objectives

Project Objectives:-

- Safety – Safe delivery of works and services
- Delivery – Deliver projects within the specified time, within budget envelope and to specified quality requirements
- Unit Costs & Efficiencies – Match or better 'best in class' unit costs achieved around the globe in comparable sectors and deliver progressive improvement in efficiency
- Closures – minimise the duration of closures and maximise the utilisation of these closures (closure is a planned suspension of the operational railway)
- Reliability – Avoid service affecting defects when assets are brought into operation

Commercial Objectives:-

- Configure supply chains to establish relationship for the duration of each programme, provide continuity and opportunity to improve from learning and drive up quality
- Measure performance against Project Objectives
- Performance measures aligned up and down programme supply chains
- Balanced incentives and compensation mechanisms to stimulate good performance and share consequences of adverse performance
- Collaboration with supply chain. Establishing collaborative approach that maximises efficiency.
- Maximise supply chain knowledge to improve design, delivery and whole life performance of assets

- Reliable prediction of cost of components over each project stage and whole life of asset.
- Contracts based on NEC terms, with value for money allocation of responsibility and risk.
- Neutral cash flow arrangements with supply chain.
- Use Category Management to deliver cost efficiency, innovation, whole life benefits and asset consistency

2. Project Description

Project: TfL is proposing a major refurbishment and limited capacity upgrade to Bond Street Underground Station.

Scope of Works: Expansion of the existing ticket hall to provide 50% more capacity, including four new entrances, utilities diversions; relocation of Central Line platforms, running tunnels, track, signalling and tunnel services; two new escalator shafts, six new escalators, associated finishes and services; six new mobility impaired lifts, two in existing vent shafts and four in new shafts, associated finishes and services; mechanical cooling to six platforms; replacement of all electrical works, safety and communications systems;

Project Budget: £350m (includes all project on costs and risk allowances)

Programme: Five years

Constraints: The station is to remain operational for the duration of the works; two closures planned for the integration of the new section of Jubilee Line into the existing lines;

3. Services Required

-Claims Analysis and Management

Provision of a report, supplemental to the Procurement Strategy setting out the strategy for avoiding and mitigating claims from the supply chain delivering the scheme.

4. Tender Deliverables

For each of the services set out above provide details of the methodology for delivering the services to meet TfL's objectives, including:

- the steps and stages;
- key decision points;
- issues likely to arise and their resolution;
- systems and processes used for efficient delivery;
- management of the service including performance monitoring and reporting and customer relationship management;
- CVs of the personnel you would propose to deliver the service.

Provide details of other services which the tenderer believes will add value to the delivery of Claims Analysis services for TfL

Note to bidders:

The response to this question will be evaluated in its entirety with one overall score given, up to a maximum of 20% of the total score.

CVs provided should be in the format as stipulated in **ITT2 [3A]** and can be submitted in addition to the the maximum word/page count. If an individuals CV has already been submitted in section **ITT2 [3A]** please refer and do not resubmit.

Word Limits: The response must be no more than 2000 words and 4 sides of A4 per CV. You must indicate the word count at the end of each answer.

Please note that word limits differ between Lots.