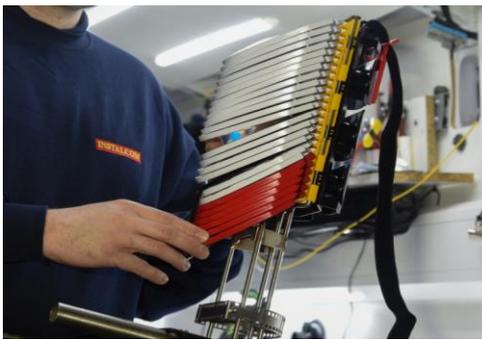


Telecoms Sector Capability Statement

Telecoms Sector Capability Statement Design, Civils, Digital, Fibre & Copper Installations



Instalcom Limited
Civil Engineering & Utilities Contractor

Delivering Today for Tomorrow

Telecoms Sector Capability Statement

Contents

1. About Us
2. Experience
3. Financial
4. Insurance
5. Accreditations
6. Assurances
7. Project Controls & Planning
8. Design
9. Memberships
10. Sustainability
11. Supply Chain Management

CONTACT US

Want to know more about the Instalcom infrastructure service offering in the following sectors:-

- Power
- Water
- Telecoms
- Rail
- Oil & Gas
- Multi-Utilities
- Trenchless Solutions

Contact us at: -
Instalcom Ltd
Borehamwood Industrial Park,
Rowley Lane
Borehamwood
Hertfordshire WD6 5PZ
T: 020 8731 4600
info@instalcom.co.uk
www.instalcom.co.uk



OCU Group Ltd

Telecoms Sector Capability Statement

1. About Us

Instalcom Ltd (part of OCU Group), is a privately-owned civil engineering and utilities contractor based in the UK. As a family owned business, we have a proud heritage, notably in the quality of our workforce, self-delivery ethos and strong design and technical capacity.

Headquartered in Borehamwood, Hertfordshire and with numerous regional offices and depots across England and Wales, we currently employ in excess of 1,000 skilled staff and operatives across our nationwide network with an annual revenue exceeding £200m. Our values of reliability, professionalism and dedication are at the heart of everything we do.

Instalcom's Telecoms business unit has been established for over twenty years and we provide specialist services for the design, installation and commissioning of infrastructure assets offering bespoke turnkey solutions to our clients for digital, fibre and copper installations including associated civil engineering works.

Instalcom is a market leader in the delivery of telecommunication projects. Our project and framework contract portfolio incorporate works for major UK utilities and private developers across the UK and is complimented by the OCU Group subsidiary company O'Connor Utilities Ltd whose Telecoms sector capability covers much of Northern England, Wales and Ireland.

Our offering combines innovation, best practice and technological advances in what is a very challenging, highly regulated working environment. Our robust solutions add long-term value and merge safety, reliability, efficiency and cost-effectiveness into our clients' operations in the digital world.

Instalcom is experienced in undertaking the role of Principal Contractor under the CDM Regulations. We have robust processes for compliance and co-ordination of supply chain partners and other contractors. In addition, Instalcom holds a Network Rail Principal Contractor License (PCL) which we have used to act as Principal Contractor on several projects over the years for power and telecommunication installations, both trackside and for works that interface with the public highway. For additional information on our Rail business please refer to our Rail Capability Statement available via www.instalcom.co.uk.

Sector Expertise

- Project Planning and Management
- Network Survey & Design
- New build and overlays (low and high fibre count cables)
- Sub-duct, cable installation, splicing and termination
- Blown Fibre
- Building commissioning and de-commissioning
- Mapping of existing joints, cable routing and existing infrastructure
- Diversionary works (Lift & shift)
- FFTX
- GPON and WDM delivery
- OTDR and ILM Testing
- PMD/CD Testing
- PIA design and delivery
- Ribbon splicing & testing
- Audits and maintenance
- Civil duct and chamber installation
- In-house trenchless installation solutions using Horizontal Directional Drilling (HDD) techniques
- Street works and permitting planning and management
- Plant Enquires and management
- In-house CAD, Traffic management design & as-builts
- Fault Management (24/7 availability across the UK)

Telecoms Sector Capability Statement

Selection of Instalcom Telecom Projects

Poplar Node Exit

Instalcom Ltd were tasked as part of framework agreement to Relocate of one of Level's key node sites in the Docklands. The existing node was being moved to allow for the location to be re-developed. The work involved diverting 20 fibre optical cables with varying fibre counts from 48f to 720f.

- Tight design schedule
- Extensive design variations required due to record issues
- New 2w duct installed across 6 lanes on A13 in Docklands
- Limehouse link tunnel closure required
- Various TTRO'S involving extensive collaborative working



A13 Jct A128 Road Widening (Orsett Cock Scheme)

Instalcom as the maintenance contractors for KPN International were required through the NRSWA C3-C9 process to divert an existing 4w duct crossing the A13 due to junction improvements and widening of the A13 by Thurrock County Council.

- 300m HDD under the A13
- Complex stakeholder management (multiple third party network providers / asset owners)
- Multiple cables with varying fibre counts and colour codes



London to Slough 432f Overlay

Instalcom were successful in the tender of 432f trunk overlay project between London and Slough to further enhance a client's network connecting two major node sites.

- 61,000m of 432f installed
- Low latency requirements, thus multiple lengths installed in excess of 5,000m within the city.
- Large traffic management requirement, including multiple TTRO's, parking bay, bus stop suspensions



Highway England A30 Corridor Improvements

Due to a Highways England road widening scheme to dual the A30 in Cornwall, Instalcom were required to divert existing telecom assets for multiple clients to enable works to take place.

- 14,000m of new 8w duct installed
- 133 new chambers built for multiple asset owners
- Multiple HDD's
- 48,000m of fibre optic cable installed
- Diversions completed successfully within agreed outage windows simultaneously with other cutovers in Somerset, and Datchet for separate schemes by Instalcom



Telecoms Sector Capability Statement

2. Financials

Instalcom's Telecoms Business Unit has successfully delivered complex major projects in excess of £12m, and multiple schemes within framework contracts up to £30m per annum. The turnover for OCU Group for the financial year 2018/19 was £150m, and 2019/20 has exceeded £200m. Detailed report and account information is available and can be provided on request.

3. Insurances

Insurance cover held by Instalcom is renewed on 1st March annually by our brokers. Cover for operations in the UK & Ireland includes, but is not limited to –

- Contractor's all risks: £25m
- Employers liability: £10m
- Professional indemnity: <£10m
- Public liability and products: £20m

Full details of this and other specialist insurance cover held are available on request.

4. Accreditations

Our accreditations included, but is not limited to –



ISO 9001 7604 | ISO 45001 7604 | ISO 14001 7604



Telecoms Sector Capability Statement

5. Assurances (all sectors)

- Network Rail Principal Contractor License Holder
- Railway Group Standards (RSSB), Company Standards (Network Rail) and National Hazard Directory – Direct online access
- Network Rail's Possession Planning System (PPS) – Direct online access
- Instalcom also employs several Contractor's Responsible Engineers (CREs) for both design and installation roles

6. Project Controls & Planning

Supporting the process, Primavera is the standard planning software for the organisation, providing robust time and resource management for each individual project. Furthermore, the portfolios of project programmes are managed using the Enterprise functionality allowing the organisation to provide the ultimate service across the board. With P6 also being used extensively throughout the water industry, our capability and experience allows close integration with the client in turn contributing to overall success.

The following tools and techniques are used and incorporated into the process:

- Work breakdown structure
- Critical path analysis
- Earned value analysis
- Resource/cost loading
- Programme configuration control

7. Design

Instalcom is an experienced BIM/CAD user. We are fully conversant in the following CAD applications:

- Bentley Microstation V8i – Full 3D/BIM capability
- Bentley Building Electrical (3D/BIM)
- Bentley Building Mechanical (3D/BIM)
- Bentley Acosim (3D/BIM)
- AutoCAD Revit (3D/BIM)
- Cad duct
- Projectwise management system (Bentley)

8. Memberships

- British Quality Foundation
- BSI Standards Membership
- Building Services Research and Information Association (BSRIA)
- COMIT (Construction Opportunities for Mobile IT)
- Constructing Excellence
- Constructionline

Telecoms Sector Capability Statement

- CompeteFor
- Council of Registered Gas Installers (CORGI)
- Electrical Contractors' Association
- Engineering Construction Industry Training Board
- Heating and Ventilating Contractors Association (HVCA)
- Institute of Customer Service
- Institution of Electrical Engineers
- Joint Industry Board
- National Inspection Council for Electrical Installation (NICEIC)
- SELECT
- UK Green Building Council
- CIBSE Patron
- IET Corporate partner

In addition, Instalcom employees are Chartered Members / Associate Members of the following professional bodies and regularly attend their meetings as part of their on-going Continuing Professional Development (CPD).

- Association for Project Management (APM)
- Chartered Institute of Building (CIOB)
- Institution of Civil Engineering (ICE)
- Institution of Structural Engineers (IStructE)
- Chartered Institute of Purchasing & Supply
- Chartered Institution of Highways and Transportation
- Institution of Occupational Safety & Health
- Institute of Engineering and Technology IET
- Chartered Institute of Building Service Engineers CIBSE

9. Sustainability

Sustainable Construction

We all have a duty to create buildings that are more efficient and perform better. Our pledged commitment defines a measured and responsible approach to sustainability. We will aim to meet the economic, environmental and social needs of today, without compromising those of the future.

Renewable Technologies

- Biomass Generation
- Daylight Dimming
- Ground Source Heat Pumps
- Heat Recovery Systems
- Interstitial Blinds
- Natural Ventilation
- Passive Sensor Lighting
- Phase Change Materials
- Photovoltaic Glass
- Rainwater Harvesting
- Solar Thermal Collectors
- Sun Pipes

Telecoms Sector Capability Statement

- Waterless Urinals

Protected Species Awareness

- Badgers
- Bats and bat roosts
- Flora
- Great crested newts
- Nesting birds

10. Supply Chain Management

The key role for our procurement activities is to create a sustained competitive edge for Instalcom by managing the acquisition of all externally supplied resources upon which the business depends both now and in the future. The Senior Leadership Team believes that applying best – practice methods to the process of selecting and managing our suppliers is a major contributor to our long – term business success. This will be seen in better solutions for our clients, faster deployment of innovation, low total costs, lower risk and enhanced contribution to our goals. The procurement team are responsible for ensuring best value is achieved for Instalcom, this applies to goods and services associated with operational or overhead spend.

To ensure we consistently achieve best value: we operate an approved supplier list, agree T&C's and pricing, work with internal stakeholders to review and monitor supplier performance, carry out audits on suppliers, continually review potential new products and sources of supply. We work across many different departments and recognise that each have their own exacting needs and demands from the supply chain, we provide specialist support, advice and expertise to project managers.

Our supply chain management team are MCIPS qualified and utilise accepted best practice to drive innovation and achieve a differentiation from our supply base. As part of a £200m+ organisation we also aggregate our spend portfolio group-wide in order to leverage the market more effectively, this ensures we are maximising our utilisation of optimum suppliers and delivering best value throughout the project cycle. All projects are allocated a procurement lead prior to design commencement (or pre-commencement where the client has already undertaken the design) this individual's responsibility is to develop the project procurement strategy and ensure we achieve the best commercial and technological results for the project.

Key projects are allocated procurement resource who will be site based as appropriate to ensure a consistent approach Instalcom's procurement procedures are cascaded from group level and utilise best practice from across industry to ensure we achieve differentiation from our supply chain, as well as effectively protecting the interests of ourselves and our clients.

The procurement team are actively involved with the construction planning process to ensure timely deliveries of key materials (especially those sitting on the critical path). At the initial programme development stage the procurement lead is responsible for the issuing of manufacturers lead-in times to the project planner, these are then incorporated into the baseline construction programme. At all stages through the project this document is utilised as the key tool to ensure the procurement and expediting of materials is undertaken as timely and efficiently as possible. These key dates will also include any commissioning/erection periods as required.

Telecoms Sector Capability Statement



CONTACT US

Want to know more about the Instalcom infrastructure service offering in the following sectors:-

- Power
- Water
- Telecoms
- Rail
- Oil & Gas
- Multi-Utilities
- Trenchless Solutions

Contact us at: -

Instalcom Ltd
Borehamwood Industrial Park,
Rowley Lane
Borehamwood
Hertfordshire WD6 5PZ
T: 020 8731 4600
info@instalcom.co.uk
www.instalcom.co.uk