

**Project Administration Handbook for Civil Engineering Works****2020 Edition****AMENDMENT NO. 2/2021****CHAPTER 4****PROJECT DESIGN AND ESTIMATES****PARAGRAPH 1****GENERAL CONSIDERATIONS FOR DESIGN**

(a) Para. 1.6.2

**Replace “2017” with “2020” in the item (a).**

**Delete “Engineer/” after “(CGE/GP) is the” in the second paragraph.**

(b) Para. 1.6.4

**Replace “2017” with “2020” in the first paragraph.**

**Replace “of” with “or” in the fourth paragraph.**

**Add “solely” before “for the purpose of locating public utilities” in the fifth paragraph.**

**Delete “Works/” after “completion of the GI” in the last paragraph.**

**PARAGRAPH 4****GUIDELINES AND POLICIES RELATED TO DESIGN**

(c) Para. 4.6.8

**Replace the last paragraph with the following:**

It is the government’s policy to landscape every newly formed government slope. Technical guidelines on landscape treatment for new man-made slopes are given in the Integrated Landscape Design Framework – Slopes, Cyber Manual for Greening ([http://devb.host.cgo.hksarg/en/landscape\\_design/index.html](http://devb.host.cgo.hksarg/en/landscape_design/index.html)) and GEO Publication No. 1/2011. Other guidance documents as may become available from time to time as a result of continuous research and experience gained, which are used by the GEO as de facto geotechnical standards and given in GEO Technical Guidance Note No. 1, should also be adopted.

Guidance on the use of shotcrete surfacing in maintenance works given in Appendix 4.26 should be

followed.

(d) Para. 4.6.10

**Replace the last sentence of the third paragraph with the following:**

With regard to the preservation and removal of existing trees and/or old and valuable trees, Development Bureau Technical Circular (Works) Nos. 4/2020 and 5/2020 respectively, should be referred.

**Add the following after the fifth paragraph:**

Technical guidelines on landscape treatment for natural terrain mitigation works are given in GEO Publication No. 1/2011. Other guidance documents as may become available from time to time as a result of continuous research and experience gained, which are used by the GEO as de facto geotechnical standards and given in GEO Technical Guidance Note No. 1, should also be adopted.

**Replace “Geoguide 5 – Guide to Slope Maintenance” with “DEVB TCW No. 2/2018” in the second last paragraph.**

(e) Para. 4.12

**Replace the first sentence of the seventh paragraph with the following:**

The technical guidelines on landscape treatment for slopes contained in GEO Publication No. 1/2011 and other relevant guidance documents used by the GEO as de facto geotechnical standards, where appropriate, should be adopted for all types of slope works including new slope formation, major slope upgrading, minor slope improvement/repair/maintenance works and engineering works on natural hillsides.

**Add the following after the last sentence of the seventh paragraph.**

Each department with responsibility for upgrading and maintaining slopes should set up a Slope Appearance Vetting Committee to control the use of shotcrete or other hard surfacing in slope works (but excluding emergency repairs after landslips, minor local slope repairs and temporary slopes formed during construction activities). The suggested chairman and terms of reference of the Vetting Committee are appended in Appendix 4.27. When the use of shotcrete cover is unavoidable, measures such as toe wall planters, planter boxes, tree pits, creeper

holes on slope surface, and application of colour/pigments should be introduced to improve the visual appearance of the slope.

## **PARAGRAPH 6 REFERENCES**

(f) **Delete the following references:**

WBTC No. 25/93      Control of Visual Impact of Slopes

WBTC No. 17/2000      Improvement to the Appearance of Slopes

GEO Ground Investigation Note No. 1/2017      Handling of Ground Investigation, Geophysical Survey, and Laboratory Testing Requests

GEO Technical Guidance Note No. 5      Geoguide 2 – Guide to Site Investigation, Updated Appendix B: Source of Information (Rev. A)

**Add the following reference:**

GEO Ground Investigation Note No. 1/2020      Handling of Land/Marine Ground Investigation, Geophysical Survey and Laboratory Testing Requests

(g) Appendix 4.26      **Add the new appendix given in Annex A to this Amendment.**

(h) Appendix 4.27      **Add the new appendix given in Annex B to this Amendment.**

## **CHAPTER 6 TENDER PROCEDURE**

### **PARAGRAPH 4 TENDERING**

(i) Para 4.1.1      **Add the reference “and SDEV’s memo ref. () in DEVB(PS) 108/34 dated 15.1.2021” under the heading.**

**Replace “100M” with “150M” and “300M” with “400M” in the table of item (a).**

(j) Para 4.1.2      **Replace “and” with “,” and add “and SDEV’s memo ref.**

() in DEVB(PS) 108/34 dated 15.1.2021” **after** “SDEV’s memo ref. DEVB(W) 546/70/01 dated 25.11.2010” **in the first paragraph of item (b).**

## **PARAGRAPH 6 EXAMINATION OF AND REPORT ON TENDERS**

- (k) Para 6.14.6 **Add the reference “and SDEV’s memo ref. () in DEVB(PS) 108/34 dated 15.1.2021” after “SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 10.8.2011” under the heading and in the first paragraph.**

## **PARAGRAPH 12 REFERENCES**

- (l) **Add the following reference:**

SDEV’s memo ref. ( ) in DEVB(PS) 108/34 dated 15.1.2021	List of Approved Contractors for Public Works (the List) and List of Approved Suppliers of Materials and Specialist Contractors for Public Works (the Specialist List) Group Tender Limit, Probationary Limit and Financial Criteria
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**Quality Management & Standards Unit  
Civil Engineering and Development Department  
8 March 2021**

**APPENDIX 4.26 GUIDANCE ON THE USE OF SHOTCRETE SURFACING IN  
MAINTENANCE WORKS**  
(Subsumed from WBTC No. 17/2000)

- 1) In general shotcrete surfacing should not be used, whether as routine or preventive maintenance, on slopes of consequence-to-life Category 3 as defined in Appendix 4.25. As part of future maintenance programmes departments should progressively replace any existing shotcreted (partially or fully) surface covers on Category 3 slopes, if geotechnically acceptable and practicable, with a vegetated surface cover. Failing this, other forms of hard surface cover should be considered with a view to blending the slopes with their surroundings.
- 2) Generally shotcrete should not be used as part of maintenance works to cover hard, fresh to moderately decomposed (grade I – III) rock where the joints are tight and with average spacing wider than 60mm. Application of shotcrete may be warranted on more closely-jointed (i.e. joint spacing <60mm) rock, rock containing joints with open apertures or rock deteriorating quickly when exposed to weather, but the need should be confirmed by a suitably-experienced geotechnical engineer. Weepholes should be provided at appropriate locations based on a site assessment of the locations of discontinuities and seepage in the rock mass (see guidance in Figure 5.4 of the Geotechnical Manual for Slopes (GEO, 1984)).

**APPENDIX 4.27 DEPARTMENTAL SLOPE APPEARANCE VETTING COMMITTEE SUGGESTED CHAIRMAN AND TERMS OF REFERENCE**

(Subsumed from WBTC No. 17/2000)

	<b>Chairman</b>
For departments the slope works of which carry significant visual impacts (viz. the Highways Department, Lands Department, Water Supplies Department and Civil Engineering and Development Department)	<b>D1 or above level</b>
For other concerned departments (viz. Agricultural, Fisheries and Conservation Department, Architectural Services Department, Drainage Services Department and Housing Department)	<b>Senior professional officer or above</b>

**Terms of Reference**

To review and, where satisfied, endorse the need for and details of shotcreting or any other hard surfacing to be carried out as part of maintenance or upgrading works to existing slopes or new slopes formed in public works projects (but excluding emergency repairs after landslips, minor local slope repairs and temporary slopes formed during construction activities).

The scope of review shall cover the following:

- (a) first-time shotcreting or application of any other hard surfacing to an existing or new slope, and;
- (b) renewal/retention of an existing hard surface on a slope as part of the proposed works.