

Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)

Call-Off Ref: RM1043.8

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Order Form

Call-Off Reference: 26015

Call-Off Title: Software tools for CB hazard prediction modelling

Call-Off Contract Description: The CBR Division at Dstl develop and use models to predict and understand the hazards posed by deliberate (malicious) or accidental release of CB material. Software support is required to update and enhance existing tools, and to develop new tools to provide additional functionality. This overarching requirement comprises a number of smaller, discrete software tasks.

Dstl has a number of specific requirements broadly covering:

Updating existing tools/systems to take advantage of the modernisation of software systems and IT infrastructure within Dstl

Developing tools/scripts to enable the automation of data handling along modelling chains

The extension of existing tools to add functionality

The Buyer: Dstl

Buyer Address: Dstl Porton Down, Salisbury, Wiltshire, SP4 0JQ, UK

The Supplier: Riskaware Ltd

Supplier Address: Whitefriars, Lewins Mead, Avon, Bristol, BS1 2NT

Registration Number: 03812608

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Applicable Framework Contract

This Order Form is for the provision of the Call-Off Deliverables and dated 31/03/2024

It's issued under the Framework Contract with the reference number RM1043.8 for the provision of Digital Outcomes Deliverables.

The Parties intend that this Call-Off Contract will not, except for the first Statement of Work which shall be executed at the same time that the Call-Off Contract is executed, oblige the Buyer to buy or the Supplier to supply Deliverables.

The Parties agree that when a Buyer seeks further Deliverables from the Supplier under the Call-Off Contract, the Buyer and Supplier will agree and execute a further Statement of Work (in the form of the template set out in Annex 1 to this Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)).

Upon the execution of each Statement of Work it shall become incorporated into the Buyer and Supplier's Call-Off Contract.

Call-Off Lot

RM1043.8 LOT 1 Digital outcomes

Call-Off Incorporated Terms

The following documents are incorporated into this Call-Off Contract. Where numbers are missing we are not using those schedules. If the documents conflict, the following order of precedence applies:

- 1 This Order Form including the Call-Off Special Terms and Call-Off Special Schedules.
- 2 Joint Schedule 1 (Definitions) RM1043.8
- 3 Framework Special Terms
- 4 The following Schedules in equal order of precedence:
 - Joint Schedules for RM1043.8
 - Joint Schedule 2 (Variation Form)
 - Joint Schedule 3 (Insurance Requirements)
 - Joint Schedule 4 (Commercially Sensitive Information)
 - Joint Schedule 10 (Rectification Plan)

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- Call-Off Schedules for RM1043.8
 - Call-Off Schedule 1 (Transparency Reports)
 - Call-Off Schedule 3 (Continuous Improvement)
 - Call-Off Schedule 5 (Pricing Details and Expenses Policy)
 - Call-Off Schedule 6 (Intellectual Property Rights and Additional Terms on Digital Deliverables)
 - Call-Off Schedule 7 (Key Supplier Staff)
 - Call-Off Schedule 9 (Security)
 - Call-Off Schedule 10 (Exit Management)
 - Call-Off Schedule 13 (Implementation Plan and Testing)
 - Call-Off Schedule 17 (MOD Terms)
 - Call-Off Schedule 18 (Background Checks)
 - Call-Off Schedule 20 (Call-Off Specification)
 - Call-Off Schedule 26 (Cyber Essentials Scheme)

5 CCS Core Terms (version 3.0.11)

6 Joint Schedule 5 (Corporate Social Responsibility) RM1043.8

7 Call-Off Schedule 4 (Call-Off Tender) as long as any parts of the Call-Off Tender that offer a better commercial position for the Buyer (as decided by the Buyer) take precedence over the documents above.

No other Supplier terms are part of the Call-Off Contract. That includes any terms written on the back of, added to this Order Form, or presented at the time of delivery.

Call-Off Special Terms

The following Special Terms are incorporated into this Call-Off Contract:

[None]

Call-Off Start Date: 07/06/2024

Call-Off Expiry Date: 07/06/2025

Call-Off Initial Period: 1 Year

Call-Off Optional Extension Period: 1 Year

Minimum Notice Period for Extensions: 1 Month

Call-Off Contract Value: £431,983.30

The Call-Off Contract Value consists of the following Tasks:

- Task 1 (OPTION) – CB Software Build and Test System - £115,910.58
- Task 3 (OPTION) – HPAC Runner - £71,894.32
- Task 4 (OPTION) - CBFac Batch Runner Input Tool - £58,029.42
- Task 5 Spills of Liquid On Porous Surfaces (SLOPS) - £91,406.70
- Task 6 (OPTION) - Update to UDM validation toolkit - £94,652.28

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This Order Form only includes the Statement of Work for Task 5. Tasks 1, 3, 4 and 6 are considered to be OPTIONAL Tasks to be exercised at the Authority's sole discretion as captured in Call-Off Schedule 17.

If and when these Options are taken the Statement of Works for these Options will be added to this document.

Call-Off Deliverables

See details in Call-Off Schedule 20 (Call-Off Specification)

Warranty Period

The Supplier shall provide digital and Software Deliverables with a minimum warranty of at least 90 days against all obvious defects, and in relation to the warranties detailed in Paragraphs 4 (licensed Software warranty) and 9.6.2 (Specially Written Software and New IPRs) of Call-Off Schedule 6 (IPRs and Additional Terms on Digital Deliverables).

Buyer's Standards

From the Start Date of this Call-Off Contract, the Supplier shall comply with the relevant (and current as of the Call-Off Start Date) Standards referred to in Framework Schedule 1 (Specification). The Buyer requires the Supplier to comply with the following additional Standards for this Call-Off Contract:

- ISO 9001 Quality Management Systems
- TickITPlus

Cyber Essentials Scheme

The Buyer requires the Supplier, in accordance with Call-Off Schedule 26 (Cyber Essentials Scheme) to provide a Cyber Essentials Certificate prior to commencing the provision of any Deliverables under this Call-Off Contract.

Maximum Liability

The limitation of liability for this Call-Off Contract is stated in Clause 11.2 of the Core Terms as amended by the Framework Award Form Special Terms.

The Estimated Year 1 Charges used to calculate liability in the first Contract Year is **£431,983.30** Estimated Charges in the first 12 months of the Contract.

Call-Off Charges

1 Fixed Price

Where non-UK Supplier Staff (including Subcontractors) are used to provide any element of the Deliverables under this Call-Off Contract, the applicable rate card(s) shall be incorporated into Call-Off Schedule 5 (Pricing Details and Expenses Policy) and the Supplier shall, under each SOW, charge the Buyer a rate no greater than those set out in the applicable rate card for the Supplier Staff undertaking that element of work on the Deliverables.

All changes to the Charges must use procedures that are equivalent to those in Paragraph 4 in Framework Schedule 3 (Framework Prices).

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Reimbursable Expenses

See Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)

Payment Method

BACS

Buyer's Invoice Address

Dstl Accounts Payable

Accounts

+9 [REDACTED]

ACCOUNTSPAYABLE@dstl.gov.uk

PO Box 325, Portsdown Hill Road

Fareham

PO14 9HL

UNITED KINGDOM

Buyer's Authorised Representative

[REDACTED]

Commercial Manager (CTW)

01980 [REDACTED]

[REDACTED]

Dstl Porton Down, Building 5, Salisbury, Wiltshire, SP4 0JQ, UK

Buyer's Security Policy

Appended at Call-Off Schedule 9 (Security)

Supplier's Authorised Representative

[REDACTED]

Operations Manager

[REDACTED]

[REDACTED]

Whitefriars, Lewins Mead, Bristol. BS1 2NT

Supplier's Contract Manager

[REDACTED]

Commercial Director

[REDACTED]

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[REDACTED]

Whitefriars, Lewins Mead, Bristol. BS1 2NT

Progress Report Frequency

On the first Working Day of each calendar month

Progress Meeting Frequency

Quarterly on the last Working Day of each quarter

Key Staff

[REDACTED]

Operations Manager

[REDACTED]

[REDACTED]

Whitefriars, Lewins Mead, Bristol. BS1 2NT

Worker Engagement Route: Company employee

[REDACTED]

Technical Authority and Joint Capability Lead

[REDACTED]

[REDACTED]

Whitefriars, Lewins Mead, Bristol. BS1 2NT

Worker Engagement Route: Company employee

[REDACTED]

Technical Authority and Joint Capability Lead

0117 [REDACTED]

[REDACTED]

Whitefriars, Lewins Mead, Bristol. BS1 2NT

Worker Engagement Route: Company employee

[REDACTED]

Technical Lead

[REDACTED]

[REDACTED]

Whitefriars, Lewins Mead, Bristol. BS1 2NT

Worker Engagement Route: Company employee

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Commercially Sensitive Information

Not Applicable

Balanced Scorecard

Not Applicable

Material KPIs

Not Applicable

Service Credits

Not applicable

Additional Insurances

Not applicable

Guarantee

Not applicable

Statement of Works

During the Call-Off Contract Period, the Buyer and Supplier may agree and execute completed Statement of Works. Upon execution of a Statement of Work the provisions detailed therein shall be incorporated into the Call-Off Contract to which this Order Form relates.

For and on behalf of the Supplier:

Signature:

,

Name:

Role: Commercial Director

Date: 07/06/2024

For and on behalf of the Buyer:

Signature:

Name:

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Role: Commercial Manager CTW

Date: 07/06/2024

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Appendix 1

The first Statement(s) of Works shall be inserted into this Appendix 1 as part of the executed Order Form. Thereafter, the Buyer and Supplier shall complete and execute Statement of Works (in the form of the template Statement of Work in Annex 1 to the template Order Form in Framework Schedule 6 (Order Form Template, Statement of Work Template and Call-Off Schedules)).

Each executed Statement of Work shall be inserted into this Appendix 1 in chronology.

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Annex 1 (Statement of Work)

1 Statement of Works (SOW) Details

Upon execution, this SOW forms part of the Call-Off Contract (reference below).

The Parties will execute a SOW for each set of Buyer Deliverables required. Any ad-hoc Deliverables requirements are to be treated as individual requirements in their own right and the Parties should execute a separate SOW in respect of each, or alternatively agree a Variation to an existing SOW.

All SOWs must fall within the Specification and provisions of the Call-Off Contract.

The details set out within this SOW apply only in relation to the Deliverables detailed herein and will not apply to any other SOWs executed or to be executed under this Call-Off Contract, unless otherwise agreed by the Parties in writing.

Date of SOW: 07/05/2024

SOW Title: TASK 5 - SLOPS

SOW Reference: Task_5_SLOPS

Call-Off Contract Reference: 26015

Buyer: Dstl

Supplier: Riskaware Ltd

SOW Start Date: 10/06/2024

SOW End Date: 10/12/2024

Duration of SOW: 6 Months

Key Personnel (Buyer): [REDACTED] (PM), [REDACTED] (WTPL), [REDACTED] (commercial)

Key Personnel (Supplier): [REDACTED], [REDACTED], [REDACTED]

Subcontractors: N/A

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2 Call-Off Contract Specification – Deliverables Context

SOW Deliverables Background: SLOPS is a tool with a spreadsheet front-end that calculates the spread and evaporation of Spills of Liquid On Porous Surfaces. The current version requires extending in three ways:

Currently the model can only accept fixed meteorology as input, which can lead to inaccurate results if the spill persists for hours or days. To address this, SLOPS requires extending to account for time-varying meteorology. The tool must read meteorology (such as temperature, wind speed and pressure) from weather data files (e.g. in .sfc, .prf or .fmt format) and apply this to the model, interpolating in space and time as necessary.

In addition, a method for executing SLOPS via command line is required, including the ability to pass scenario input, meteorology and material data to the model.

Finally, a method is required for automatically outputting data in a format that can be input directly to HPAC, e.g. in .scn format, or series of analytic releases.

Delivery phase(s): Discovery

Overview of Requirement: Update SLOPS to better support interoperability with HPAC from within the CBR Modelling Framework.

3 Buyer Requirements – SOW Deliverables

Outcome Description: Update's to software

Milestone Ref	Milestone Description	Acceptance Criteria	Due Date	Cost
MSP5-01	Task 5.1, 5.2, PM. Minutes of sprint planning and sprint review meetings, source code, sprint demonstration for feature acceptance	Acceptance of Sprint plan and confirmation that demonstrated features work as expected	5 th July 2024	£ [REDACTED]
MSP5-02	Task 5.2, PM and testing. Minutes of sprint planning and sprint review meetings, source code, sprint demonstration for feature acceptance	Acceptance of Sprint plan and confirmation that demonstrated features work as expected	2 nd August 2024	£ [REDACTED]
MSP5-03	Task 5.2, PM and testing. Minutes of sprint planning and sprint review meetings, source code, sprint demonstration for feature acceptance	Acceptance of Sprint plan and confirmation that demonstrated features work as expected	30 th August 2024	£ [REDACTED]
MSP5-04	Task 5.2, 5.3, PM and testing.	Acceptance of Sprint plan	27 th	£ [REDACTED]

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	Minutes of sprint planning and sprint review meetings, source code, sprint demonstration for feature acceptance	and confirmation that demonstrated features work as expected	September 2024	
MSP5-05	Task 5.3, 5.4, PM and testing. Minutes of sprint planning and sprint review meetings, source code, sprint demonstration for feature acceptance	Acceptance of Sprint plan and confirmation that demonstrated features work as expected	25 th October 2024	£ [REDACTED]
MSP5-06	CB Software build and test system Source code. Software documentation (inc. training material). Updated software dependencies	Confirmation that software works as expected on Dstl IT systems, produces the expected output and is usable. Correctly marked deliverables detailing ownership rights	22 nd November 2024	£ [REDACTED]

Delivery Plan: For supplier to complete**Dependencies:**

- SLOPS source code, Excel add-in and documentation
- Example test cases with input and data files for time-varying met and HPAC output
- Example input met data files in .sfc, .prf and .FMT formats.

Supplier Resource Plan:

Approximate utilisation of key staff for the duration of the project:

- [REDACTED] 5%
- [REDACTED] 20%
- [REDACTED] 100%

Security Applicable to SOW:

The Supplier confirms that all Supplier Staff working on Buyer Sites and on Buyer Systems and Deliverables, have completed Supplier Staff Vetting in accordance with Paragraph 6 (Security of Supplier Staff) of Part B – Annex 1 (Baseline Security Requirements) of Call-Off Schedule 9 (Security).

Cyber Essentials Scheme:

The Buyer requires the Supplier to have and maintain a **Cyber Essentials Certificate** for the work undertaken under this SOW, in accordance with Call-Off Schedule 26 (Cyber Essentials Scheme).

SOW Standards:

- ISO 9001- Quality Management Systems
- TickITPlus

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Performance Management: Not Applicable**Additional Requirements:** None**Key Supplier Staff:**

Key Role	Key Staff	Contact Details	Worker Engagement Route (incl. inside/outside IR35)
Project Manager	[REDACTED]	[REDACTED]	Employee
Technical Lead	[REDACTED]	[REDACTED]	Employee
Developer	[REDACTED]	[REDACTED]	Employee

SOW Reporting Requirements:

Under and applicable to this SOW only:

Ref.	Type of Information	Which Services does this requirement apply to?	Required regularity of Submission
1.	Task 5 SLOPS		
1.1	Minutes of sprint planning and sprint review meetings	Task 5	Once per sprint
1.2	Sprint demonstration for feature acceptance	Task 5	Once per sprint
1.3	Progress Report	Task 5	Once per sprint

4 Charges**Call Off Contract Charges:**

The applicable charging method(s) for this SOW is:

- Fixed Price

The estimated maximum value of this SOW (irrespective of the selected charging method) is £91,406.70.

Rate Cards Applicable:

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Code	Description	Hourly Rate 2023-2024	Hourly Rate 2024-2025
DC	Director Consultant – SFIA Level 7		
C3	Consultant Grade 3 (C3) - SFIA Level 7		
C2	Consultant Grade 2 (C2) - SFIA Level 6		
C1	Consultant Grade 1 (C1) - SFIA Level 5		
E4	Engineer Grade 4 (E4) - SFIA Level 4		
E3	Engineer Grade 3 (E3) - SFIA Level 3		
E2	Engineer Grade 2 (E2) - SFIA Level 2		

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SOW applicable Supplier and Subcontractor rate cards from Call-Off Schedule 5 (Pricing Details and Expenses Policy), including details of any discounts that will be applied to the work undertaken under this SOW.

Reimbursable Expenses:

See Expenses Policy in Annex 1 to Call-Off Schedule 5 (Pricing Details and Expenses Policy)

5 Signatures and Approvals

Agreement of this SOW

BY SIGNING this Statement of Work, the Parties agree that it shall be incorporated into Appendix 1 of the Order Form and incorporated into the Call-Off Contract and be legally binding on the Parties:

For and on behalf of the Supplier

Name: [REDACTED]

Title: Commercial Director

Date: 12 June 2024

Signature: [REDACTED]

For and on behalf of the Buyer

Name: [REDACTED]

Title: Commercial Manager (CTW)

Date:

Signature: