

CONTRACT CHANGE NOTE (CCN)

CR NO.: CQC DD 002 (a)	OVER-ARCHING CONTRACT TITLE: Technical Architecture Services in relation to the Digital Development Programme	COMMENCEMENT DATE OF CCN : 05/05/2017
PROJECT: Technical Architecture Services in relation to the Digital Development Programme	TYPE OF CHANGE: Enforcement Provision contained within Over- Arching Contract	EXPIRY DATE OF CCN: 13/07/2017

DETAILED DESCRIPTION OF CONTRACT CHANGE AND DETAILS OF ANY RELATED CONTRACT CHANGES:

The current Contract for the provision of '*Technical Architecture Services in relation to the Digital Development Programme*' includes the option to extend the over-arching Agreement by a period of up to 8 working weeks. The Customer is seeking to enforce this extension and requires the continuation of the delivery of specialist Technical Architecture Services. Due to a period of leave for the Supplier's personnel the extension period will run until 13/07/2017 and the period of Service delivery will constitute a period of 8 working weeks.

The extension will cover the provision of the following requirements and associated deliverables:

- 1. Technical Assistance in relation to commencement of Alpha and Beta Agreement:** In-line with the over-arching Agreement the Buyer requires Technical Assistance in relation to its ongoing work on the delivery of 'Alpha and Beta Phases for specific CQC Digital Services'. The Supplier is required to utilize the knowledge accumulated throughout the Over-arching Agreement and provide Technical Assistance to the Buyer throughout the initial Stages of the work including on-boarding it's new delivery partner for the Delivery of Alpha and Beta Phases.

Deliverable: The provision of three Technical sessions for the Buyer which will involve a Third-Party Supplier. The Sessions are to cover three specific Service Delivery Projects: Provider Information Returns, Share Your Experience and the Intranet. The sessions are to cover:

- Technical background, project constraints and technical aims,
- Architecture design carried out during discovery,
- Integration with existing systems (CRM, OBIEE etc.)
- Proof-of-concepts delivered during discovery,
- Describe project tooling

Deliverable Due: 16th June 2017

- 2. Provide Technical Assurance:** to ensure that technology deliverables undertaken within the Alpha and Beta work are aligned with the Buyer's technological landscape.

Deliverable: Provision of reports including a scorecard and continuous improvements recommendations to the Buyer focusing on the technical aspects of the progression of the Alpha and Beta work.

Deliverable Due: Upon completion of each sprint, the Buyer will keep the Supplier informed regarding the progress of each sprint.

3. **Provide Technical Assurance regarding upskilling:** Provide assurance to the Buyer core project team on the status of technical upskilling and knowledge transfer in relation to the Alpha and Beta work and also in relation to the Buyer's Third Party Supplier's approach from a technical perspective. This assurance should ensure that specific technical aspects of this transfer are being delivered in a way which will enable the Buyer to effectively manage and develop the service with internal resource in future.

Deliverable: Provision of reports including a scorecard and continuous improvement recommendations addressing the status of technical upskilling to the Buyer and ability to deliver technical change to CQC.

Deliverable Due: Upon completion of each sprint, the Buyer will keep the Supplier informed regarding the progress of each sprint.

Please see over-arching Contract for full details of the Service Requirements. This Contract Change Note is subject to the Terms and Conditions of the over-arching Agreement.

In-line with Order Form within the Over-Arching Agreement, upon Contract expiry the Supplier will be expected to provide the Buyer with access to all information gathered and produced as part of the delivery of the Services.

KEY MILESTONE DATE(S):

Milestones

Deliverable (full detail contained above)	Completion Date
1. Technical Assistance in relation to commencement of Alpha and Beta Agreement	16 th June 2017
2. Provide Technical Assurance	Upon completion of each sprint, payment to be made at the expiry date (13/07/2017)
3. Provide Technical Assurance regarding Upskilling	Upon completion of each sprint, payment to be made at the expiry date (13/07/2017)

PROPOSED ADJUSTMENT TO THE CHARGES RESULTING FROM THE CONTRACT CHANGE:

The total cost of the Services outlined within this CCN comprising of the Extension Period is: **£30,800(ex VAT)**

Payment will be made in installments at the expiry date upon completion of the deliverables as follows:

Deliverable (full detail contained above)	Completion Date	Payment Amount

DETAILS OF PROPOSED ONE-OFF ADDITIONAL CHARGES AND MEANS FOR DETERMINING THESE (E.G. FIXED PRICE OR COST-PLUS BASIS):

The Supplier has provided a total price for the provision of the deliverables to be carried out as part of the extension; this total price has been based on a preferential rate of [REDACTED]

SIGNED ON BEHALF OF THE CUSTOMER:		SIGNED ON BEHALF OF THE CONTRACTOR:	
Signature: _____		Signature: _____	
Name: _____		Name: _____	
Position: _____		Position: _____	
Date: _____		Date: _____	

