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Directline: 01355 [REDACTED]

File Ref: PO 5743

Date: 11 July 2019

Contract Amendment No: 7

**CONTRACT FOR: St Helena Project Management Unit**

**CONTRACT NUMBER: PO 5743**

With reference to the contract dated 28<sup>th</sup> November 2011, as most recently amended by the letter dated 13<sup>th</sup> July 2018 both Parties have in principle agreed to the following variations to the Contract:

**Section 1- Form of Contract**

**3. Commencement and Duration of the Services**

**Delete:** "31<sup>st</sup> January 2020"

**Insert:** "27<sup>th</sup> September 2019"

**4. Financial Limit**

**Delete:** "£6,304,722.43"

**Insert:** "£6,473,287.55"

**Section 3 – Terms of Reference**

**Insert:** "Addendum 7- Terms of Reference" as attached

**Section 5-Schedule of Prices**

**Insert:** "Addendum 3 – Schedule of Prices" as attached

2. This amendment relates an increase in the financial limit by £168,565 and the end date is being brought forward by 4 months.

3. Please confirm in writing by signing and returning one copy of this letter, within **15 working days** of the date of signature on behalf of DFID that you accept the variations set out herein.

4. The Contract, including any previous variation, shall remain effective and unaltered except as amended by this letter.

5. Words and expressions in this letter shall have the meanings given to them in the Contract.

Signed by an authorised signatory for and on behalf  
of the Secretary of State for International Development

Name:

Position:

Signature:

Date:

Signed by an authorised signatory for and on behalf of  
Halcrow Group Ltd

Name:

Signature:

Date:

**Documents Enclosed**

**Addendum 7- Terms of Reference**

**Addendum 3-Schedule of Prices**

## **Addendum 7- Terms of Reference**

### **Addendum 7 to Section 3-Terms of Reference (July 2019)**

#### **1. Objective (updated for Amendment 7 to 27<sup>th</sup> September 2019)**

- 1.1 This addendum is an addition to the existing terms of reference for amendment 7 to 27<sup>th</sup> September 2019 until end of contract. The amendment brings forward the contract end date from 31<sup>st</sup> January 2020.
- 1.2 No additional extension of time or additional resources will be available following contract amendment 7. The amendment is to enable the following deliverables including the smooth handover and demobilisation from the project at the end of this contract.
- 1.2 The primary objective of the consultancy is effective management and construction supervision of the scope of works set out within the former DBO contract, and coordination with the SHG and their contractors.

#### **2. Deliverables (Amendment 7 to 27<sup>th</sup> September 2019)**

- 2.1 The PMU will provide technical expertise and support to the independent review and SmartJet review, including the development of a final workplan to completion if this is required.
- 2.2 Prepare and share with DFID and SHG a timeline within two weeks of date of contract amendment 7 setting out detailed tasks to complete to enable smooth handover before departure from project and demobilisation from St Helena.
- 2.3 Hand over a copy of the project documentation prior to departure from the project subject always to the PMU's right to retain one (1) copy of all project documentation for the purpose of determining the scope of obligations incurred under the Contract and to evidence the its performance thereunder and/or to comply with any legal or regulatory obligations.
- 2.4 Hold monthly catch-ups with DFID to discuss exit from project on second Thursday of each month with a final project meeting week commencing 23 September.
- 2.5 Submit any final draft reports by 13 September, with any addendums and final report before departure from the project.