

CONTRACT VARIATION FORM

No of Contract being varied:

CPD/004/119/068 - United Kingdom Holocaust Memorial - Content Design Masterplanning

Variation Form No: **01**

BETWEEN:

The Ministry of Housing, Communities & Local Government ("**the Customer**")

and

Metaphor ("**the Supplier**")

1. This Contract is varied as follows:
 - a) Extension of the contract from 07 January 2019 to 31 March 2019; and
 - b) Additional services to ensure that the Exhibition Development and the Building design are aligned. The statement of requirement is set out in Annex A at the end of this variation form.
 - c) The value of this contract variation is £17,700.
2. Words and expressions in this Variation shall have the meanings given to them in the Contract.
3. This Contract, including any previous Variations, shall remain effective and unaltered except as amended by this Variation.

Signed by an authorised signatory for and on behalf of the **Customer**

Signature

Date

Name (in
Capitals)

Job title

Signed by an authorised signatory to sign for and on behalf of the **Supplier**

Signature

Date

Name (in
Capitals)

Job title

ANNEX A – Statement of Requirements and Price

United Kingdom Holocaust Memorial – Contract extension with Metaphor for Content Design Masterplanning – 07 January to 31 March 2019

Statement of requirements

The following tasks are required to complete this assignment so that the Exhibition Development and the Building design are aligned:

- Advice to the architects to take the design forward to the RIBA stage 4 design
- Workshop 1: address technical challenges, and assess options,
- Workshop 2: conclude design issues, and draw together into an agreed recommendation, with associated cost
- Produce sketches, plans and precedents to advise the architects
- Produce a revised 'storyboard'
- Testing of design components, projectors, screens etc against final design
- Update fit-out cost plan
- Update the Visitor Experience Masterplan in line with final building design
- Presentation to Delivery Sub-Board
- Work with **REDACTED** and **REDACTED** to develop the exhibition design programme for 2019-20
- Develop the procurement strategy
- Review commentary on the Business Plan
- Produce final report by end of March.