GAINSHARE CHANGE PROPOSAL FORM

Project Title	FEPS-S		Contract Number	OI/0078	
Serial No	FEPS-S/00x	Issue		Date	

1. Change proposed, stating what equipment / service / etc., is affected, any consequential impacts, risks, and details of any materials made surplus by this change proposal.

2. Total Gainshare saving identified.

Actual*/Estimate* Firm Saving £
* delete as applicable

[An Estimate can be provided if an investigation is to take place. After investigation, the proposal form is to be re-submitted by the Contractor as Issue #2, with an Actual Saving.]

3. Non-recurring Costs incurred by the Contractor, during investigation (if required) and implementation.

3a. Investigation activities (if required) – excluding Profit.
Activity/activities:

Duration:
Firm Price: £

3b. Gainshare implementation costs - excluding Profit.
Activity/activities:

Actual*/Estimate* Firm Price £
* delete as applicable

[An Estimate can be provided if an investigation is to take place. After investigation, the proposal form is to be re-submitted by the Contractor as Issue #2, with an Actual Price for implementation.]

4. Submission by Contractor

4a. Submission for approval to undertake investigation (if investigation is proposed)

Signed_____

Name _____

(Support Manager for the Contractor)

Date:

4b. Submission for approval to implement Gainshare Proposal (where no investigation is proposed, or after investigation has been approved by the Authority at 5a and completed, with Issue #2 of form submitted.)

Signed_____

Name _____

(Support Manager for the Contractor)

Date:

5. Authority approval.

If an investigation is proposed, approval is required for the investigation to take place, and then subsequent approval is required to implement the Gainshare Proposal Implementation once all prices have been confirmed as firm and the proposal resubmitted by the Contractor on Issue #2.

If no investigation is proposed, approval is required to implement the Gainshare Proposal Implementation, subject to firm prices being submitted by the Contractor.

5a. Approval to proceed with investigation (where applicable).

Signed_____ Name _____ Project - OI Date:	Signed_____ Name _____ Finance - OI Date:	Signed_____ Name _____ Commercial - OI Date:

5b. Approval to proceed with Gainshare Proposal implementation.

Signed_____ Name _____ Project - OI Date:	Signed_____ Name _____ Finance - OI Date:	Signed_____ Name _____ Commercial - OI Date:

REGISTER OF GAINSHARE PROPOSALS

PROJECT: OI/0078 - **FEPS-S**							
Serial No	Issue No	Description of Change Required	Date Issued	Investigation proposed?	Date Investigation/ Proposal Approved	Non-recurring Cost*	Total Gainshare Saving, excluding Non-recurring Cost*

Table 1: Register of Gainshare Proposals

*If investigation is required, these are estimates, excluding the investigation element of Non-recurring Cost, which is Firm.

LIST OF AGREED GAINSHARE ARRANGEMENTS

PROJECT: OI/0078 - **FEPS-S**							
Serial No	Description of Change Required	Total Gainshare Saving	Contractor's Non-recurring Cost	Gainshare Saving to be Shared	Authority Share	Contractor Share	Rebate Method

Table 2: List of Agreed Gainshare Arrangements