

TASK ORDER

CLIENT OR CONTRACTING AUTHORITY (CA):	Environment Agency
CONSULTANT:	WSP
TASK ORDER TITLE:	EA Depot Strategy Programme
DATE:	05/06/2023

Unless otherwise stated, capitalised terms used in this Task Order shall have the meaning given to such terms in the contract as identified above (the "**Contract**"). Any attachments referenced in this Task Order form part of the Task Order. The Parties acknowledge and agree that this Task Order is issued pursuant to, forms part of and shall be subject to the terms and conditions of the Contract.

SECTION 1 – KEY INFORMATION

Task Order number (ATAMIS PROJECT NUMBER):	C17656
Form of Contract – e.g. NEC4 PSC / PSSC	NEC4 PSC Option A
Consultant's representative:	██████████
Client or CA's representative:	██████████
BIM Coordinator:	N/A
NEC Supervisor	N/A
The Consultant [is] OR [is not] the 'principal designer' under the CDM regulations.	The Consultant is the Principal Designer

SECTION 2 – SCOPE

Task-specific Scope:	<p>Develop a Programme Implementation Plan (PIP) to define a strategy of the delivery of depots in the Strategic Depot Programme. The PIP will consider, for the whole programme</p> <p>(a) Client Requirements (Depots) - Establish the operational and functional requirements of a Depot (kit of parts).</p> <p>(b) Project Brief (Selby Riccall) - Establish the operational and functional requirements for the Selby Riccall Depot.</p> <p>(c) Stakeholder Mapping: identify Key Stakeholders, define and agree engagement strategy</p> <p>(d) Design Strategy (including plan for development of Design Guide for future depot builds)</p> <p>(e) Feasibility Studies (to carry out test-fits of the kit of parts on the Selby Riccall site; to develop adjacencies and constraints and establish the minimum viable footprint for an operational Depot)</p>
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	<p>(f) Site Surveys (to establish survey information necessary to establish the suitability of the Selby Riccall site and to define a standard list of site information necessary to support site selection for future Depots)</p> <p>(g) Procurement Strategy (considering opportunities to secure efficiencies across multiple sites)</p> <p>(h) Programme (defining a standard design, procurement, approvals and construction sequence for Depots and producing an integrated Strategic Depot programme timeline)</p> <p>(i) 3rd Party Consultation, Approvals and Consents (inc. Town Planning)</p> <p>(j) Supplier Appointments (definition of scopes of service to support Depot delivery)</p> <p>(k) Sustainability Strategy (to include de-carbonisation and Net Zero targets)</p> <p>(l) Digital Strategy (to define the Employer's Information Requirements, aligned to BIM Level 2)</p> <p>(m) Project Budgets and Cost modelling (to enable a cost measurement methodology, to enable budget setting (£sqm) for depot projects)</p> <p>(n) Risk Identification and Management Strategy</p> <p>(o) Funding gateways (OBC/FBC)</p> <p>(p) Site Appraisals and Land acquisition Strategy</p> <p>The PIP would take into account and bring together the Strategic Definition information produced for each Depot and develop a coherent plan for the sequenced delivery of all depots as a combined programme.</p> <p>PROJECT LEVEL</p> <p>Stage 2 Documents To accompany the issue of the PEP, please develop a comprehensive suite of commissioning documents, to enable the implementation of RIBA Stage 2 for Selby/Riccall depot. This would include:</p> <p>(a) Schedule of requirements</p> <p>(b) Key performance criteria</p> <p>(c) Consultant team structure</p> <p>(d) Scopes of Service</p> <p>(e) Project programme</p> <p>(f) Project Execution Plan (PEP)</p> <p>(g) Employers' Information Requirement</p>
Project Site(s):	<p>Depots currently in the EA's Depot Strategy Programme:</p> <ol style="list-style-type: none"> 1. Selby/Riccall 2. Gainsborough / South Ferriby 3. Lea Marston 4. Penrith (Abbeytown, East Lakes) 5. Newcastle (Cramlington) 6. Leewick

	7. Bodmin/Wadebridge 8. Ely N.b. project sites with the programme are subject to change
Expected Project Outputs – ‘Standard’ or ‘Light’	Standard
Project Status - e.g. ‘New’, ‘Novated’, RIBA stages complete to date – <i>i.e. does the project require a handover / validation period</i>	New RIBA Stage 0
Security requirements:	Standard
Task Activity Schedule (Ref:) attached:	2023-05-06 CRPS EA Depots Programme & SR RIBA 1 Activity Schedule

SECTION 3 – START DATE, COMPLETION DATE & MILESTONES

Task Start Date:	05/06/23
Task Completion Date:	28/08/23
Key dates – N/A, or ‘As set out in the Task Schedule’	As set out in Task Schedule

SECTION 4 – PAYMENT

Basis of payment:	Fixed price in accordance with Task Activity Schedule
Total of the Prices for the Task: £[●] (excluding VAT)	£245,905
Agreed Time Charge rates:	As set out in the Task Schedule

SECTION 5 – OTHER

Key Persons:	██████████
KPIs – N/A, or ‘As set out in the Task Schedule’	As set out in the Task Schedule

Additional information:	N/A
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SECTION 6 – TASK ORDER ACCEPTANCE

This Task Order is accepted by the *Client* acting by its authorised representative and the *Consultant* acting by its authorised representative by means of electronic signature on the Authority eTendering system

Contractors_Signature

DocuSigned by:

0C9DB75DFD3C4A2...

Full Name: [REDACTED]

Job Title/Role: Commercial Director

Date Signed: 06/06/2023

Authorities_Signature

DocuSigned by:

0E03C0D5BD8845A...

Full Name: [REDACTED]

Job Title/Role: SEO

Date Signed: 06/06/23