

CHANGE CONTROL SCHEDULE

CHANGE CONTROL NOTE

CCN number: 02

Contract title and reference: CEFAS21-150 RWA PM and Associated Services

Variation title: RWA 2 Post Completion Defect Rectification

Number of pages attached: 5

WHEREAS the Contractor and the Authority entered into a Contract for the supply of RWA PM and Associated Services dated 17 December 2021 (the "**Original Contract**") and now wish to amend the Original Contract

IT IS AGREED as follows

1. With effect from 03 April 2023 the Original Contract shall be amended as set out in this Change Control Note:

Change requestor/originator: [REDACTED]
Summary and reason for change: Additional services due to post completion defect rectification
Revised Contract Price: The contract price will now incorporate the additional fees of £50,010.23 exclusive of VAT (£60,014.46 inclusive of VAT) Revised total contract price: £281,476.22 exclusive of VAT £337,773.66 inclusive of VAT
Revised payment schedule: See Annex 1
Revised Specification: Further rectification works has required the following additions services: 1) Clerk of works/technical manager services 2) Building Services 3) Project Manager 4) Principle Designer 4) 12 Month Defect Inspection; including site visits and travel costs
Revised Contract Period: Additional services (points 1-4 above) required for the period of 03/04/2023 – 31/07/2023. To incorporate the 12 month defect inspection (point 4 above) the Original Contract end date is now amended to: 31/08/2024
Revised programme of work: N/A
Change in Contract Manager(s): N/A
Other change: N/A

2. Save as herein amended all other terms and Conditions of the Original Contract shall remain in full force and effect.

Signed for and on behalf of the Contractor:



By:



Name: [REDACTED]

Title: [REDACTED]

Date: 14.03.2023

Signed for and on behalf of the Authority:



By:

Name: [REDACTED]

Title: [REDACTED]

Date: 14.03.2023

Annex 1

Revised payment schedule to include the following additional costs:

TABLE 1:

TASK	WEEKS	FEE (Excl VAT)
CONTRACTOR PROCUREMENT AND DEFECT RECTIFICATION		
PROGRAMME – CLERK OF WORKS/TECHNICAL MANAGER		
SITE INSPECTION, ISSUE REPORT (12 SITE VISITS ALLOWED)		
SITE INSPECTION AND ISSUE SNAGGING REPORT FOLLOWING CONTRACTOR COMPLETION (1 SITE VISIT ALLOWED)		
CONTRACTOR SNAGGING CORRECTION PERIOD, SITE INSPECTION (1 SITE VISIT ALLOWED)		
SITE INSPECTION, SIGN OFF DEFECT RECTIFICATION WORKS (1 SITE VISIT ALLOWED)		
TRAVEL – 102.6 MILES X 0.55P P/M		
TOTAL		
TOTAL TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – EXCLUDING VAT		
TOTAL TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – INCLUDING VAT		

TABLE 2:

TASK	WEEKS	FEE (Excl VAT)
CONTRACTOR PROCUREMENT AND DEFECT RECTIFICATION		
PROGRAMME – BUILDING SERVICES		
TECHNICAL REVIEW & INSPECTION (1 SITE VISIT ALLOWED)		
SNAGGING INSPECTION AND REPORT FOLLOWING CONTRACTOR COMPLETION (1 SITE VISIT ALLOWED)		
REVIEW O&M FILE, SIGN OFF & EVIDENCE/WITNESS BUILDING SERVICE ITEMS FOLLOWING RECTIFICATION OF DEFECT (1 SITE VISIT ALLOWED)		

TRAVEL – 102.6 MILES X 0.55P P/M
TOTAL
TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – EXCLUDING VAT
TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – INCLUDING VAT

TABLE 3:

TASK	WEEKS	FEE (Excl VAT)
CONTRACTOR PROCUREMENT AND DEFECT RECTIFICATION PROGRAMME – PROJECT MANAGER		
SITE INSPECTION, MONTHLY PROGRESS MEETING, PMR, CLIENT STAKEHOLDER MEETING (6 SITE VISITS ALLOWED)		
SITE INSPECTION AND ISSUE SNAGGING REPORT FOLLOWING CONTRACTOR COMPLETION (1 SITE VISIT ALLOWED)		
CONTRACTOR SNAGGING CORRECTION PERIOD, SITE INSPECTIONS AND REPORTS, (2 SITE VISITS ALLOWED)		
SITE INSPECTION, CLOSE OUT MEETING, ISSUE COMPLETION STATEMENT FOR DEFECT RECTIFICATION WORKS (1 SITE VISIT ALLOWED)		
TRAVEL – 72.8 MILES X 0.55P P/M		
TOTAL		
TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – EXCLUDING VAT		
TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – INCLUDING VAT		

12 MONTH DEFECT INSPECTION (AUG 2024)

CARRY OUT 12 MONTH DEFECT INSPECTION, ISSUE THE SCHEDULE OF DEFECTS, REINSPECTIONS, ISSUE THE NOTICE OF COMPLETION OF MAKING GOOD CERTIFICATE, CHAIR THE CLOSE OUT MEETING (3 SITE VISITS ALLOWED)

TRAVEL – 72.8 MILES X 0.65P P/M

TOTAL (EXCL VAT)

TOTAL (INCL VAT)

TABLE 4:

TASK	WEEKS	FEE (Excl VAT)
CONTRACTOR PROCUREMENT AND DEFECT RECTIFICATION PROGRAMME – PRINCIPAL DESIGNER		
SITE INSPECTION, MONTHLY PROGRESS MEETING, SAFETY REPORT (4 SITE VISITS ALLOWED)		
CPH&SP DOCUMENT REVIEW(S)		
FINAL SITE INSPECTION, SAFETY REPORT, CLOSE F10 FOR DEFECT RECTIFICATION WORKS, REVIEW O&M DOCUMENTS & ISSUE TO CLIENT (1 SITE VISIT ALLOWED)		
TRAVEL – 102.6 MILES X 0.55P P/M		
TOTAL		
TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – EXCLUDING VAT		
TO BE INVOICED ON THE LAST DAY OF EACH MONTH (BASED ON AN 4 MONTH PROGRAMME DURATION) – INCLUDING VAT		

SUMMARY TABLE:

TASK	TOTAL FEES
TAB 1. CLERK OF WORKS/TECHNICAL MANAGER	
TAB 2. BUILDING SERVICES	
TAB 3. PROJECT MANAGER	
TAB 4. PRINCIPAL DESIGNER	
NETT TOTAL	
VAT	
TOTAL	
NETT PCM (BASED ON A 4 MONTH PROGRAMME)	
VAT	
TOTAL	
TAB 3. 12 MONTH DEFECT INSPECTION (AUG 2024)	
VAT	
TOTAL	