



Department  
for Environment  
Food & Rural Affairs

**CONTRACT CHANGE NOTE**

<b>Contract Change Note Number</b>	<b>One</b>
<b>Contract Reference Number and Title</b>	ECM 48605 Farming Advice Service 2017 Onwards
<b>Variation Title</b>	Nine Month Extension
<b>Number of Pages</b>	Four

Whereas **Ricardo-AEA Ltd** and the **Authority** entered into a Contract for the provision of **Delivery of the Farming Advice Service from 2017 Onwards** dated 01 Feb 2017 (the "Original Contract") and now wish to amend the Original Contract.

It is agreed as follows:

1. With effect from 01 Apr 2019 the Original Contract shall be amended as set out in this Contract Change Note:

<b>Change Requestor / Originator</b>	[REDACTED]	
<b>Summary of Change</b>	Nine month contract extension as permitted under Mini-Tender Invitation dated 14 Dec 2016, section 3.3 (12 month max extension option)	
<b>Reason for Change</b>	For continued service provision to meet EU Law obligations under the Withdrawal Act, for rest of 2019.	
<b>Revised Contract Price</b>	Original Contract Value	£303,749.50
	Previous Contract Changes	£0
	Contract Change Note One	£109,319.08
	New Contract Value	£413,068.90
<b>Revised Payment Schedule</b>	Claims and relevant supporting documentation (including contract outputs for all activity covered by the claim) should be submitted on a monthly basis.	
<b>Revised Specification (see Annex A)</b>	See below	
<b>Revised Contract Period</b>	01 Mar 2007 to 31 Dec 2019	
<b>Other Changes</b>	Bravo reference now ECM 48605 previously Bravo 23674	

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 Ricardo-AEA Ltd by:

<b>Name</b>	[Redacted]
<b>Title</b>	[Redacted]
<b>Signature</b>	[Redacted]
<b>Dated</b>	8/3/19

Signed for and on behalf of the Authority by:

<b>Name</b>	[Redacted]
<b>Title</b>	[Redacted]
<b>Signature</b>	[Redacted]
<b>Dated</b>	15.8.19

# Annex A

## Delivery of the Farming Advice Service from 2017 Onwards

Additional works – 01 April 2019 – 31 December 2019

Activity	Monthly Fixed Price A	Quantity B	Total Price (A x B)
Helpline (Price A)			
Website (Price B)			
Programme of Events (Price C)			
<b>Total Price</b>			<b>£109,319.08</b>

### Programme of Events

Activity	Price	Quantity	Total Cost (Price x Quantity)
Adviser Training Events			
Farmer Training Events <sup>1</sup>			
Newsletters			
Text Alerts <sup>2</sup>			
Technical Articles			
Twitter <sup>3</sup>			
Distance Learning Material <sup>4</sup>			
Other – key dates email service			
Other – Stakeholder Engagement			
Other – Please Provide a description			
<b>Total Cost</b>			

Original Specification from Agreement dated 01 February 2017

Activity	Monthly Fixed Price A	Quantity B	Total Price (A x B)
Helpline (Price A)			
Website (Price B)			
Programme of Events (Price C)			
Total Price			£303,749.82

Programme of Events

A) Activity	B) Price	C) Quantity	D) Total Cost (B x C)
Adviser Training Events			
Farmer Training Events <sup>1</sup>			
Newsletters			
Text Alerts <sup>2</sup>			
Technical Articles			
Twitter <sup>3</sup>			
Distance Learning Material <sup>4</sup>			
Other – key dates email service			
Other – Stakeholder Engagement			
Other – Please Provide a description			
Total Cost			

<sup>1</sup> A range of event types are offered, those are non-standard FAF activity, but Process have been reviewed against FAF equivalents to ensure parity, individual Process for events are detailed in E05. Workshops are but attendance of rather than Third party events include collation and analysis of feedback which is non-standard activity but enables quality evaluation. With such a large proportion of budget allocated to these events it is important that we can evaluate performance.

<sup>2</sup> Text alerts have been replaced with key date email alerts to provide cost efficiency.

<sup>3</sup> Twitter updates will be provided free of charge

<sup>4</sup> Recordings of webinars will be edited and made available to farmers via the website and newsletters.