

TASK ORDER

CLIENT OR CONTRACTING AUTHORITY (CA):	DEFRA
CONSULTANT:	WSP
TASK ORDER TITLE:	DEFRA Pipeline programme
DATE:	23/01/2023

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):	C15737
Form of Contract – e.g. NEC4 PSC / PSSC	NEC4 PSC
Consultant's representative:	
Client or CA's representative:	
BIM Coordinator:	NA
NEC Supervisor	NA
The Consultant [is] OR [is not] the 'principal designer' under the CDM regulations.	The consultant is not the principal designer

SECTION 2 – SCOPE

Task-specific Scope:	1. Receive, review and interrogate programme (schedule) information from multiple DEFRA project managers (PMs) for pipeline projects, across the DEFRA property portfolio. (Information to be provided in multiple formats (excel, MSP etc). 2. Work with DEFRA stakeholders to test assumptions, logic, dependencies and interfaces within project programmes and to develop these to a level of robustness commensurate with effective forecasting. 3. Develop the programme information provided by DEFRA stakeholders for individual projects into a standard and coherent format, to enable insertion of projects into a coordinated master programme, to support portfolio pipeline planning.
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	4. Portfolio Master Programme to be provided in a format to be agreed with DEFRA (MSP anticipated); and must enable editing in response to DEFRA decisions on funding and prioritisation. 5. To cross-reference and amalgamate information on property events to ensure value for money and easier prioritisation. 6. To accompany the above, we would suggest that WSP provide a Portfolio Programme Management Strategy, describing the programme hierarchy and work breakdown structure developed as part of the exercise. This document would act as a manual for the development of future project programmes by DEFRA stakeholders, supporting integration of projects in Portfolio level Master Programmes, going forward.
Project Site(s):	N/A
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>	Current programme in place which needs refreshing, updating and cross-referencing.
Security requirements:	Official
Task Activity Schedule (Ref:) attached:	 DEF

SECTION 3 – START DATE, COMPLETION DATE & MILESTONES

Task Start Date:	23/01/2023
Task Completion Date:	04/03/2023
Key dates – N/A, or ‘As set out in the Task Schedule’	As set out in Task Schedule activity.

SECTION 4 – PAYMENT

Basis of payment:	Fixed price in accordance with Task Activity Schedule
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Total of the Prices for the Task: £[●] (excluding VAT)	£35, 345.10
Agreed Time Charge rates:	As set out in the Task Schedule

SECTION 5 – OTHER	
Key Persons:	- [REDACTED] - [REDACTED]
KPIs – N/A, or ‘As set out in the Task Schedule’	As set out in the Task Schedule’
Additional information:	N/A

SECTION 6 – TASK ORDER ACCEPTANCE
This Task Order is accepted by the <i>Client</i> acting by its authorised representative and the <i>Consultant</i> acting by its authorised representative by means of electronic signature on the Authority eTendering system

CONTRACTOR SIGNATURE



