

## Schedule 5 – Variation Form

No of Letter of Appointment being varied:

Variation Form No: 4

BETWEEN:

Ministry of Housing Communities and  
Local Government ] ("**the Customer** ")

and

ICF Consulting Services Limited ("**the Supplier**")

1. This Contract is varied as follows and shall take effect on the date signed by both Parties:

The Authority would like to amend this contract to account for changes to the original research design of Housing First Pilot Evaluation. This contract amendment 04 covers the following areas:

- I. To extend the evaluation to account for the extension of the Housing First Pilots up until March 2023 (originally planned until March 2022) – this is due to delays in the implementation of the Housing First Pilots.
  - II. To account for the impact of Covid-19 on the pilots
  - III. The original ICF bid included estimates for the quantitative impact/longitudinal work and cost benefit analysis. This estimated work is now being set via this contract amendment.
  - IV. Adding a new objective for the “everyone in” policy.
2. The above is being done via two work packages.
    - I. This first is via Addendum 2 to Annex A, to reflect the reprofiling of the Pilots’ delivery programme and the impact of COVID-19. This has been covered by two separate proposals from ICF. Proposal 1 covers the Impact and CBA. Proposal 2 covers the Process.
    - II. The second is via Addendum 3 to Annex A, to reflect the Next Steps Programme. This is covered by one proposal from Kantar who ICF have sub-contracted this work element to.

Full details of amendment are at Annex 1 of this Variation Form.

3. Words and expressions in this Variation shall have the meanings given to them in this Contract.
4. This Contract, including any previous Variations, shall remain effective and unaltered except as amended by this Variation.

Signed by an authorised signatory for and on behalf of the Customer

Signature

[redacted]

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**Annex 1 to Schedule 5 Variation Form**

Date 09/12/2020

Name (in capitals) [redacted]

Address 2 Marsham Street, London

Signed by an authorised signatory to sign for and on behalf of the

Supplier Signature [redacted]

Date 7<sup>th</sup> December 2020

Name (in Capitals) [redacted]

Address [redacted]

## Annex 1 to Schedule 5 Variation Form

### Schedule 4 Letter of Appointment and Contract Terms

Value of this Amendment:	The contract value is £2,260,000.00.  £1,106,420 being taken out of this overall contract value for this contract Amendment (Contract Amendment 04)
Expiry	
Delete:	End date of Initial Period 31st March 2022 End date of Maximum Extension Period 31st July 2022. The Customer reserves the right to extend the contract either in a block or incrementally one (1) month at a time in order to meet the requirements set out in the statement of requirements.
Insert:	End date of Initial Period 31st December 2023.  Maximum Option to Extend is one year up to the 31st December 2024. This to account for a further 12 months of interviewing under Objective 2 should funding be granted or if delays are experienced in admin data linking  Customer reserves the right to extend the contract either in a block or incrementally one (1) month at a time in order to meet the requirements set out in the statement of requirements.

### Annex A - Specification

Insert: Addendum 2 to Annex A – Reprofilng of the Pilot Delivery Programme



Addendum 2 to  
Annex A- Reprofilng.c

Insert: Addendum 3 to Annex A – Next Steps



Addendum 3 to  
Annex A - Next Steps-

### Annex B Supplier Proposal

Insert: Proposal 1 for Addendum 2 to Annex A- Reprofilng – Impact and CBA

## Annex 1 to Schedule 5 Variation Form



Revised Housing First  
proposal - Impact and

Insert: Revised Proposal 2 for Addendum 2 to Annex A- Reprofiling – Process



Revised - Proposal 2  
to Addendum 2 to An

Insert: Proposal for Addendum 3 to Annex A -Next Steps



Proposal for  
Addendum 3 to Anex

## Schedule 7: Processing, Personal Data and Data Subjects: October 2020 revision

Insert: New Schedule 7: Processing, Personal Data and Data Subjects: October  
2020 revision



Schedule 7\_Data  
Protection Updated.doc