Site Characterisation Delivery Partner

Payment Methods

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Document Control

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*Note: Within this document, the term “Consultant” applies to companies or individuals working in the capacity of consultant, contractor or supplier for the Site Characterisation Delivery (SCDP). The term “Client” shall be read to mean “Nuclear Waste Services” and “NWS”.*

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Abbreviations and Definitions

|  |  |
| --- | --- |
| EWN/CE | Early Warning Notice/Compensation Event |
| MPDP | Major Permissions Delivery Partner |
| NEC4 PSC | New Engineering Contract 4 Professional Service Contract |
| NWS | Nuclear Waste Services |
| SCDP | Site Characterisation Delivery Partner |

Payment Terms

This note should be read in conjunction with the accompanying note ‘Pricing Approach’.

In that note we set out an approach to pricing based on actual salary plus an Overhead Fee % plus a Profit Fee %.

NWS propose payment methods that mirror NEC4 PSC amended to the minimum as follows:

1. To accommodate any changes required to accommodate our currently proposed Pricing model set out in the accompanying engagement document ‘Pricing Approach’.
2. That under Option E Cost reimbursable contracts there is a formal change control process governing increase of the budget/forecast/limit of release that mirrors the EWN/CE process.

The information contained herein is subject to change. NWS may amend the proposed payment methods to reflect any potential amendments to the Pricing Approach following pre-market engagement.

Outline of proposed payment terms

1. Applications for payment submitted by the cut-off date.
2. If no application for payment submitted by the cut-off date, then the value of the application shall not exceed the value of the previous month’s application (i.e. effectively a zero application).
3. Applications for payment shall detail by Task Order:

Defined Costs

**Named Consultants Direct Employees Time Charge:**

1. Named people rate for each of the Consultants Direct Employees being the hourly base actual salary for the named person.
2. Applicable Overhead Fee % for the named person.
3. Applicable Profit % Fee for the named person.
4. Hours worked directly on Task in the applicable month.
5. Sub-total for named person.

**Named Sub-contractor personnel Time Charge:**

1. Named sub-contractors’ inclusive Sub-contract rate.
2. Applicable Sub-contract Profit %
3. Hours worked directly on Task in the applicable month.
4. Sub-total for named person.

**Timesheets:**

1. Each application shall be supported by timesheets for each named person demonstrating authorisation by the Consultant.

**Routine Expenses:**

1. Total of Routine Expenses properly chargeable to the Task Order.
2. Supporting itemised reconciliation of the submitted expenses detailing the nature, purpose and value of the expense.
3. Copy of applicable receipts or other supporting documentation for each item of expenditure.

**Approved Task-order Specific Costs:**

1. Total of approved Task-order Specific Costs properly chargeable to the Task Order.
2. Supporting itemised reconciliation of the submitted expenses detailing the nature, purpose and value of the cost.
3. Copy of applicable receipts or other supporting documentation for each item of expenditure.

**Approved Milestone Retention Release:**

1. The amount of any approved Milestone Retention Release.

Assessment

1. NWS (The Service Manager) assesses the amount due to the Consultant within [7] days of receipt of the Consultants submission and certifies payment less any disallowed costs and retention.
2. The retention shall apply to the:
* Named Consultants Direct Employees Time Charge
* Named Sub-contractor personnel Time Charge
1. The following are paid at cost without deduction of retention:
* Routine Expenses
* Task-order Specific Costs
* Approved Milestone Retention Release.

Disallowed Costs

1. Disallowed Costs are as NEC4 PSC but extended to cover:
* Amounts in excess of the approved budget/forecast/limit of release
* Correction of errors/rework arising from poor performance etc prior to the completion date
* Withholding of one quarter of amounts payable in any period on failure to submit a revised programme (not just the first programme).

Payment

1. The Consultant raises an invoice for the certified amounts
2. NWS pays the invoice with 30 days.

End