

PART 14

Section 1: Method Statements

1. The Method Statements set out the methods by which Project Co will deliver the Services during the Patient Service Period. For the avoidance of doubt, the Method Statements will not apply during the Transition Period.

2. The following table sets out the agreed amendments to the Method Statements set out in this Section 2 of Part 14 of the Agreement. The parties intend to reissue the Method Statements after Financial Close to incorporate these agreed amendments. To the extent that such reissued Method Statements incorporate these amendments, the parties agree that:

(a) Project Co will not be required to submit such revised Method Statements for review under Part 10 of the Schedule (*Review Procedure*); and

(b) the provisions of Part 22 of the Schedule (*Variations*) shall not apply to such amendments (and there should be no adjustment to the Annual Service Payment as a consequence); and

(c) such documents as amended, shall then be the Method Statements for the purposes of this Agreement.

<u>Existing Wording</u>	<u>Agreed Amendment</u>
<u>Catering</u>	
Page 3 of Method Statement says	
<p><i>"The Patient Meal service will include a daily menu comprising ... Midday meal - two course hot and cold menu offering as a minimum soup, hot composite main course, sandwich selection and hot/cold sweet".</i></p> <p>MOTT MACDONALD suggest adding:</p> <p>For the avoidance of doubt, "composite" means a single hot dish comprising of either meat or fish as well as vegetables.</p>	<p>Board accept that Project Co. will make the following amendment to the Method Statement after Financial Close. Insert the words:</p> <p>"For the avoidance of doubt, "composite" means a single hot dish comprising of either meat or fish as well as vegetables."</p>
<u>Portering</u>	
MOTT MACDONALD query the following words in SP14 and suggest this is deleted:	
<p><i>"All ad-hoc deliveries from the National Distribution Centre Scotland shall be requested and coordinated through the Helpdesk"</i></p> <p>MOTT MACDONALD suggest rewording to:</p> <p>"any ad-hoc deliveries arriving on site from the National Distribution Centre Scotland shall be requested and coordinated through the Helpdesk.</p>	<p>Board accept that Project Co. will make the following amendment to the Method Statement after Financial Close. Change the existing wording to:</p> <p>"any ad-hoc deliveries arriving on site from the National Distribution Centre Scotland shall be requested and coordinated through the Helpdesk.</p>
<u>Switchboard</u>	
No reference to agreed auto attendant solution – Project Co. to add detail contained in technical proposal.	Board accept that Project Co. will make the amendment to the Method Statement after Financial Close.
<u>Linen</u>	
Staff uniforms – SP12 says	

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<p><i>"For the avoidance of doubt, all invoices associated with the purchase of uniforms will be forwarded to the Board for payment."</i> MOTT MACDONALD understand that uniforms will be purchased online and Project Co will not be issued an invoice. MOTT MACDONALD suggest sentence to be deleted.</p>	<p>Board accept that Project Co. will make the amendment to the Method Statement after Financial Close. Delete the sentence:</p> <p>"For the avoidance of doubt, all invoices associated with the purchase of uniforms will be forwarded to the Board for payment."</p>
<p><u>Helpdesk</u></p>	
<p>Page 6 of the Method Statement needs to be updated, it currently says:</p>	
<p><i>"Wireless Technology shall be used to track the geographical location of the PDA/Equivalent..."</i> MOTT MACDONALD understand that the final WiFi solution does not include RF tagging functionality. Project Co. to confirm whether this function is still provided</p>	<p>Board accept that Project Co. will make the following amendment to the Method Statement after Financial Close:</p>
<p><u>Security</u></p>	
<p>Delete the comment on section 4.11 Direct Delivered Goods</p>	<p>Board accept that Project Co. will make this amendment to the Method Statement after Financial Close. Delete the comment on section 4.11 Direct Delivered Goods.</p>
<p><u>Utilities</u></p>	
<p>Project Co shall procure all Utilities (excluding medical/laboratory gas) where available using NHS Scotland Utility Contracts and where not available Project Co shall procure these at minimum cost with consideration given to purchasing energy derived from renewable energy sources.</p>	<p>Board accept that Project Co are not responsible for telephone line rental and call charges. Add the following sentence:</p> <p>"Project Co shall not be responsible for telephone line rental and call charges."</p>
<p>SP02 still has [] around agreeing the integrity of the telephone system</p>	<p>Board accept that Project Co. will make this amendment to the Method Statement after Financial Close.</p>
<p><u>Grounds</u></p>	
<p>SP02a says</p>	
<p><i>"In accordance with the handover programme, a draft PPM plan shall be delivered to the Board, no later than three (3) months prior to the relevant Phase Actual Completion Date, this draft PPM plan shall apply until receipt of full and final hand-over documentation which shall be six (6) months after Phase Three Actual Completion."</i> MOTT MACDONALD suggest replacing the word "draft" with "interim"</p>	<p>Board accept that Project Co. will make this amendment to the Method Statement after Financial Close. Replace the word "draft" with "interim".</p>
<p><u>Pest Control</u></p>	
<p>SP02 says</p>	
<p><i>"In accordance with the handover programme, a draft PPM plan shall be delivered to the Board, no later than three (3) months prior to the relevant Phase Actual Completion Date, this draft PPM plan shall apply until receipt of full and final hand-over documentation which shall be six (6) months after Phase Three Actual Completion."</i> MOTT MACDONALD suggest replacing the word "draft" with "interim"</p>	<p>Board accept that Project Co. will make this amendment to the Method Statement after Financial Close. Replace the word "draft" with "interim".</p>

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