### **Schedule 12: Project Implementation and Payment Plan (PIPP)**

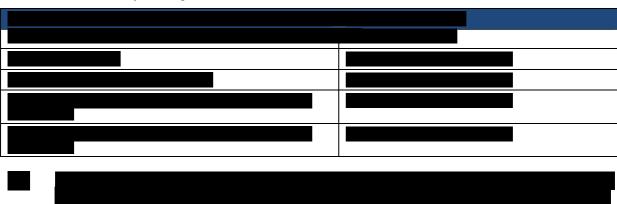
### 1. Introduction

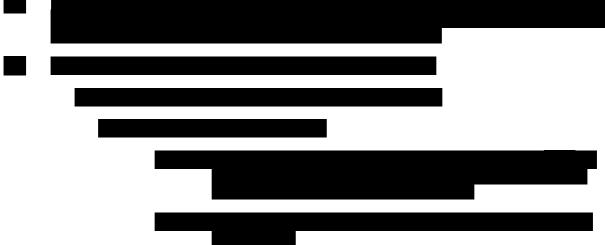
### **DOCUMENT SCOPE**

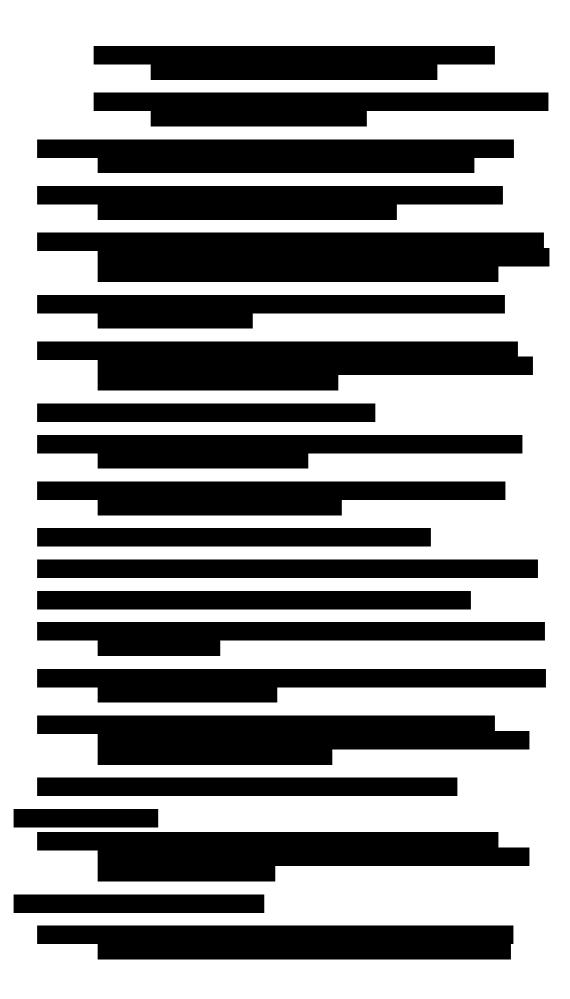
- **1.1** This Schedule 12 sets out the Deliverables required to be provided by the Contractor, including the timeframes for delivery, and any payments required to be paid by the Customer to the Contractor under the Customer Contract.
- 1.2 In this Schedule 12 references to a "Statement of Work" or "SOW" are to any statement of work for the provision of Services or Deliverables to the Customer by the Contractor, which shall describe the Services or Deliverables to be provided by the Contractor and which shall include all information set out at Table 2 (Stage 1 Key Tasks Overview) item 1. Each Statement of Work shall be substantially in the form of a Change Request and shall be completed and agreed in accordance with Schedule 4 (Variation Procedures) unless the Parties agree otherwise in writing. A Statement of Work is not valid unless agreed in writing and signed by both the Customer and the Contractor.

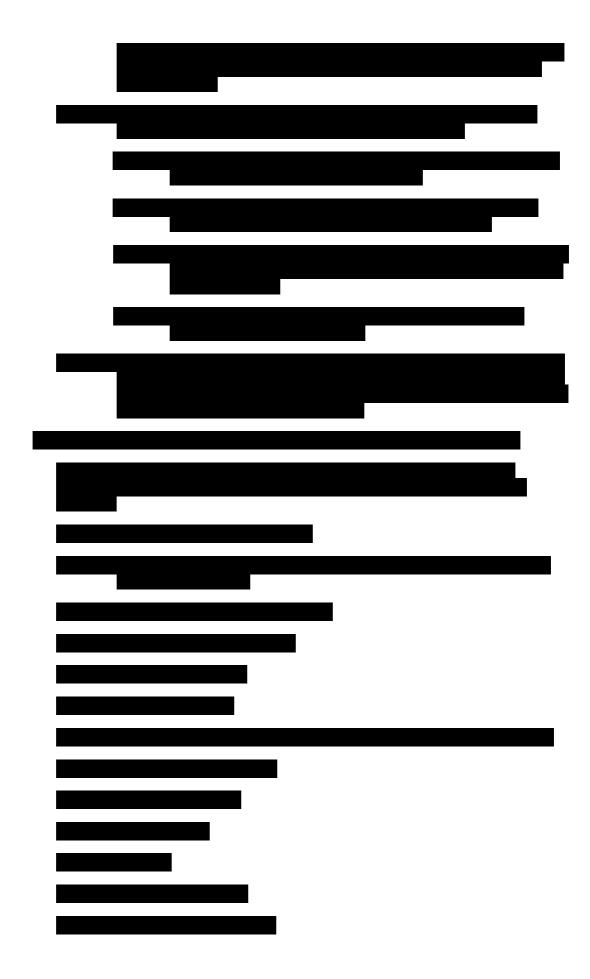
### 2. Project Overview

- 2.1 A high level overview of the anticipated Stages of the Project is set out below in Table 1 Project Stages Overview.
- **2.2** Table 1 Project Stages Overview









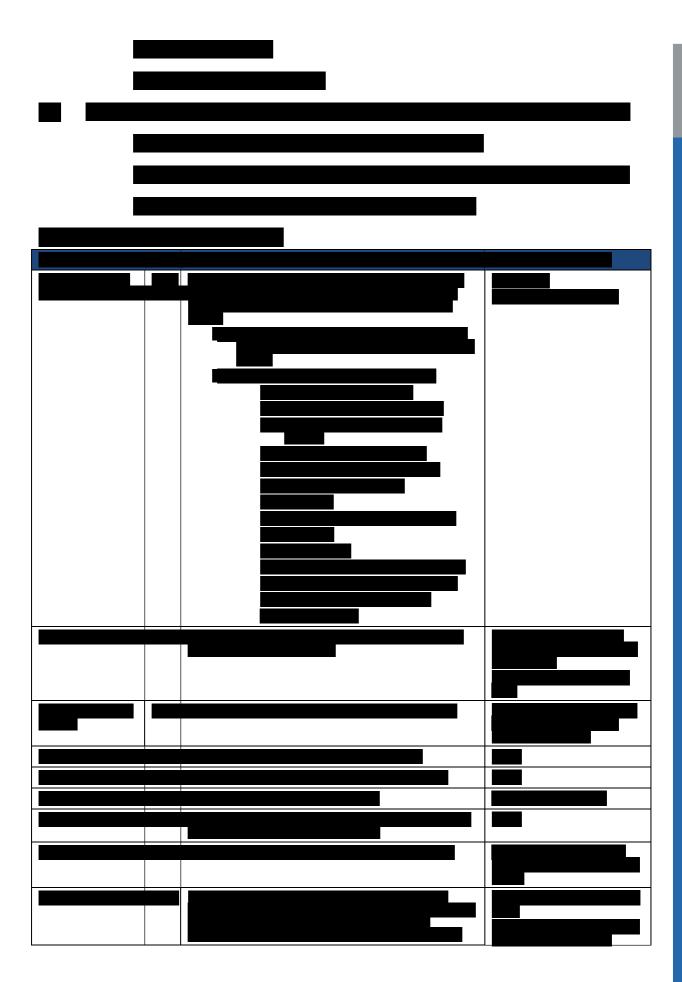


# 3. Scope of Work

### **PRODUCTS AND SERVICES**

**3.1** Contractor will provide services as described above in 2.3.







### **OVERVIEW OF DELIVERABLES**

### **List of Deliverables**

- **3.6** Table 3 Deliverables below sets out:
  - a) the Deliverables that the Contractor is required to deliver to the Customer during Stage 1; and
  - b) whether the Deliverable is subject to Acceptance Testing.

#### **OTHER SERVICES**

3.8 In addition to the Services set out in this Customer Contract, the Parties may agree further Professional Services to be provided by the Contractor from time to time, the charges for which shall be calculated in accordance with the Price Book set out in this PIPP.

#### **CONTRACT PERIOD**

3.9 The project's Commencement Date and the term of the Contract Period are set out in clause 2.4 of the Customer Contract and item 10 of Schedule 1 (General Order Form).

### **CONTRACT SPECIFICATIONS**

3.10 The Contract Specifications for the OTS are set out in Schedule 3 (Service Level Agreement), this Schedule 12 (PIPP), the Customer's Request for Tender and the Contractor's response, clarifications and specification (each as described in Schedule 2 (Agreement Documents)).

## 4. Implementation

### **METHODOLOGY**

4.1 The Contractor will deliver the Deliverables and the Services to the Customer in accordance with Table 3 – Deliverables, Attachment 12-4 and the Project Plan set out at Attachment 12-1 (Project Plan).

### SITE ACCESS

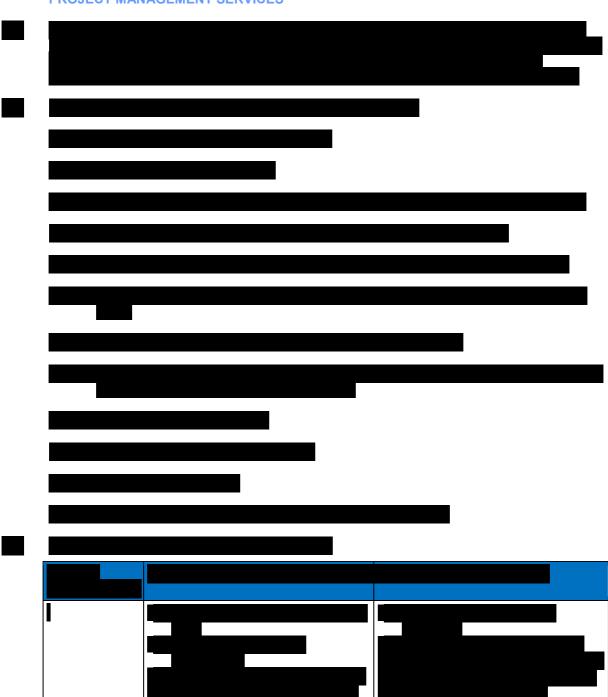


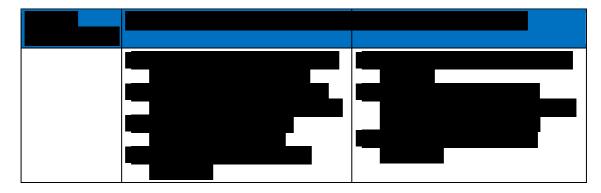
### **BUSINESS CONTINGENCY PLAN**

4.9 A Business Contingency Plan shall be provided by the Contractor within six months of the Commencement Date in accordance with Item 24 of the General Order Form and Schedule 3 (Service Level Agreement).

# 5. Project Management

**PROJECT MANAGEMENT SERVICES** 





### **ISSUES LOG**

The Contractor shall create and maintain an issues log in respect of the delivery of the project. The issues log shall be updated on a weekly basis.

### **RISK MANAGEMENT PLAN**

The Contractor shall create and maintain on a weekly basis a risk management plan is in accordance with AS/NZS ISO 31000 Risk Management Standard or equivalent.

### **CHANGE MANAGEMENT**

- Any changes shall be made in accordance with the variations procedures stated in Schedule 4

   Variation Procedures, subject to clause 26.1 to 26.2 of the Customer Contract. Each
   Change Request must be agreed in writing and signed by both the Customer and Contractor to be valid.
- 6. Customer Supplied Items (CSI)



7.	Specified Personne
	Contractor's Specified Personn

Contractor's Specified Personnel identity, roles and responsibilities

**7.1** The following Contractor Personnel are Specified Personnel:

8. Customer Personnel



9. Customer Assistance



10. Subcontractors





**ACCEPTANCE** 

Table 5 – Acceptance Testing

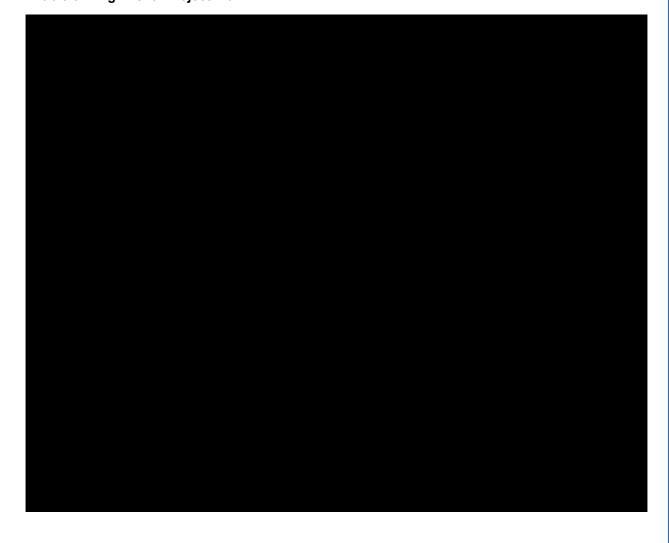




# 12. Project Plan

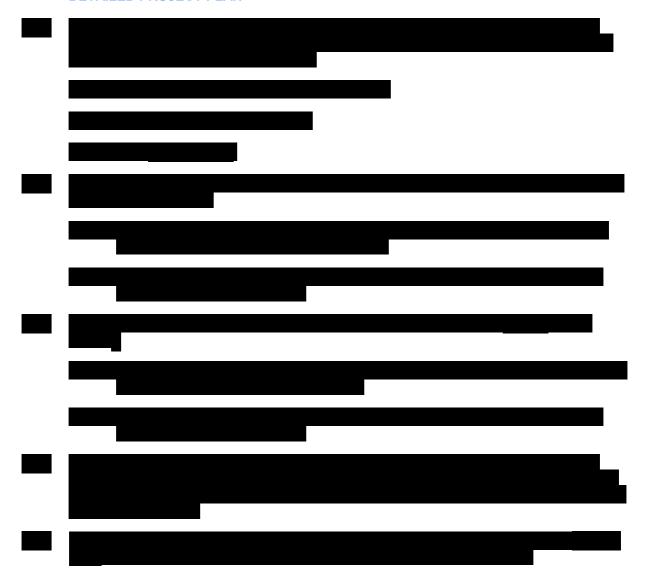
HIGH LEVEL PROJECT PLAN

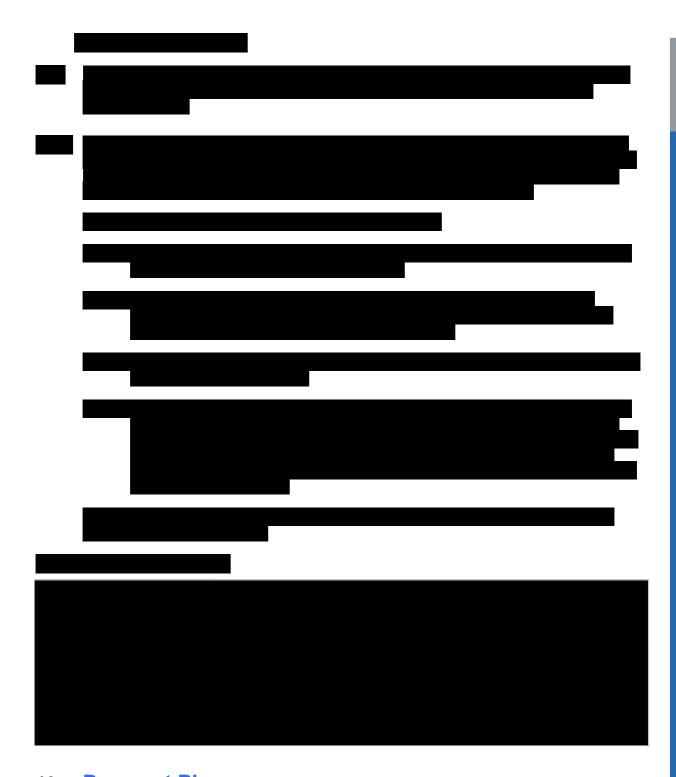
Table 6 – High Level Project Plan





### **DETAILED PROJECT PLAN**

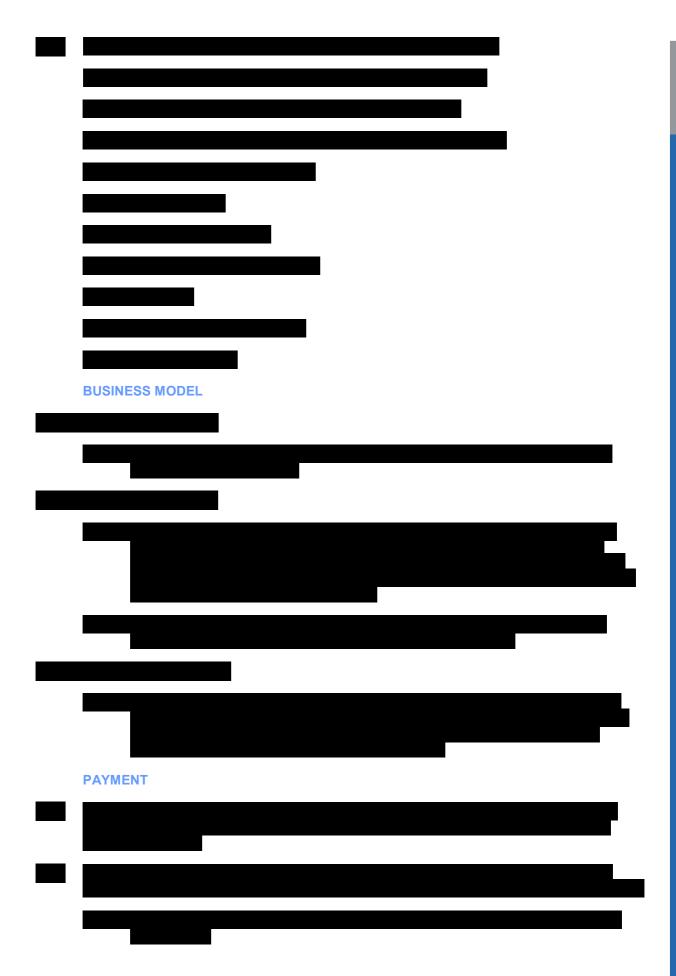




# 13. Payment Plan

**CONTRACT PRICE** 





**TRANSITION OUT** 

**TERMINATION FOR CONVENIENCE** 

### 14. Governance

14.1 The Governance structure and responsibilities are detailed in Schedule 3 (Service Level Agreement). The Authorised representatives for the Customer and the Contractor are detailed below:

### **AUTHORISED REPRESENTATIVE**

### **Customer's Authorised Representative**

14.2

Executive Director, Information Technology Services and CIO Level 8, Parramatta Justice Precinct 160 Marsden Street PARRAMATTA NSW 2150

ICT Program Director, Strategy to Reduce Adult Reoffending (SRR)
Digital Technology Services
NSW Department of Justice
Level 4, Henry Dean Building
20 Lee Street
Sydney NSW 2000

### **Contractor's Authorised Representative**

14.3



### **MANAGEMENT COMMITTEE**

**14.4** Details of the Management Committee are set out in Schedule 3 (Service Level Agreement).

# Attachment 12-1 - Project Plan

To be attached to this Schedule 12 (PIPP) when agreed between the Parties pursuant to section 12.6 above.

# **Attachment 12-2 Contract Price/Price Book**



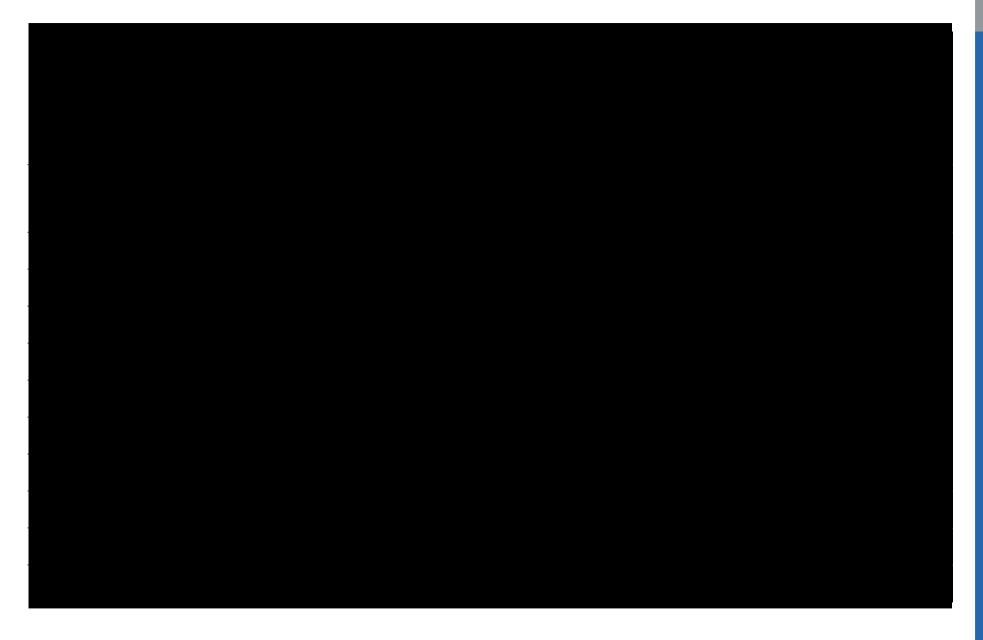






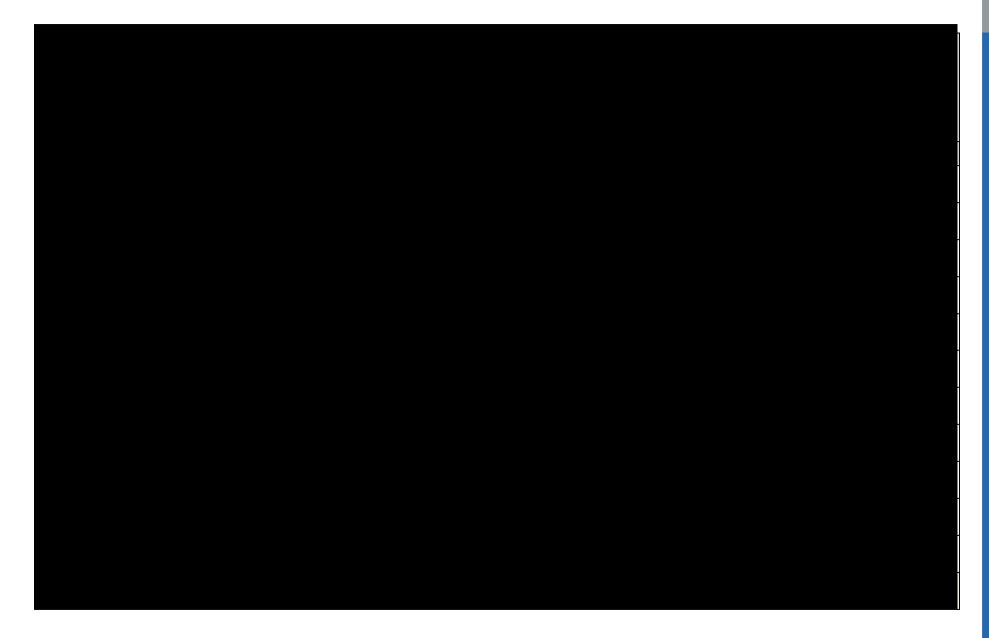








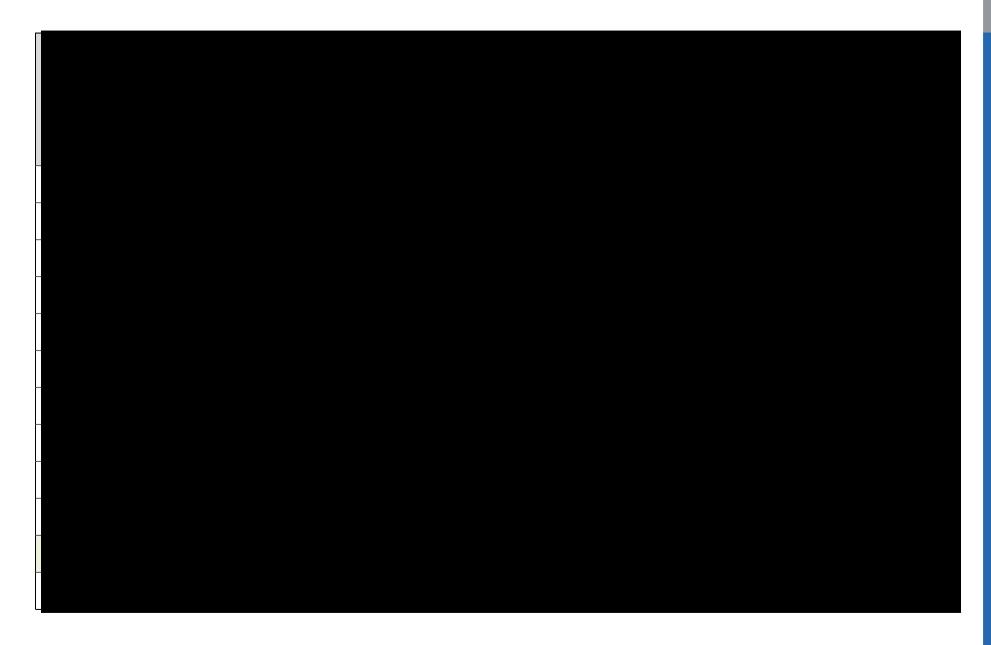










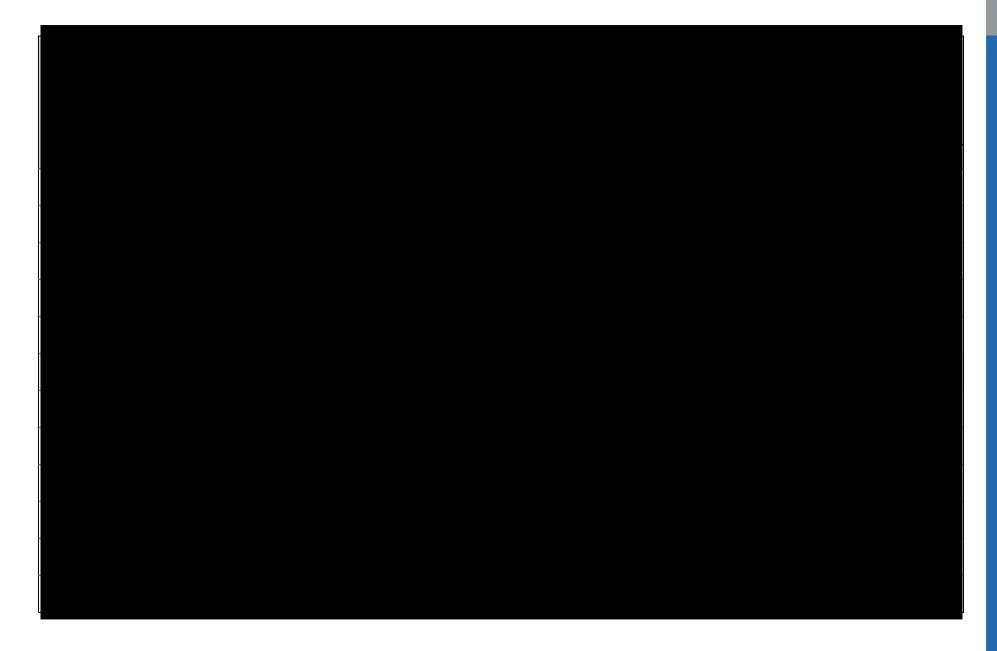






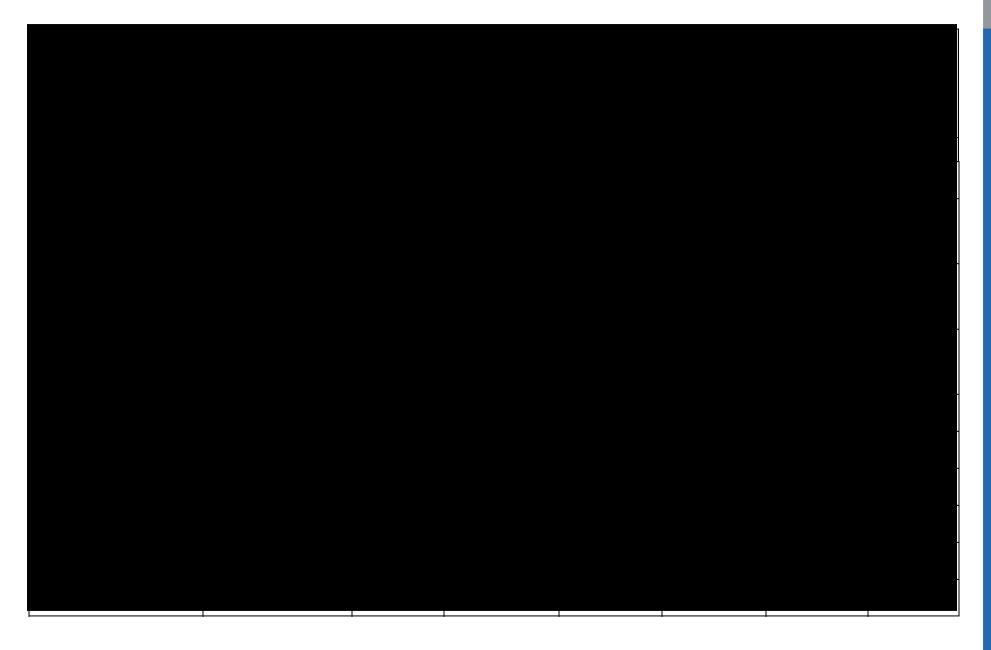
































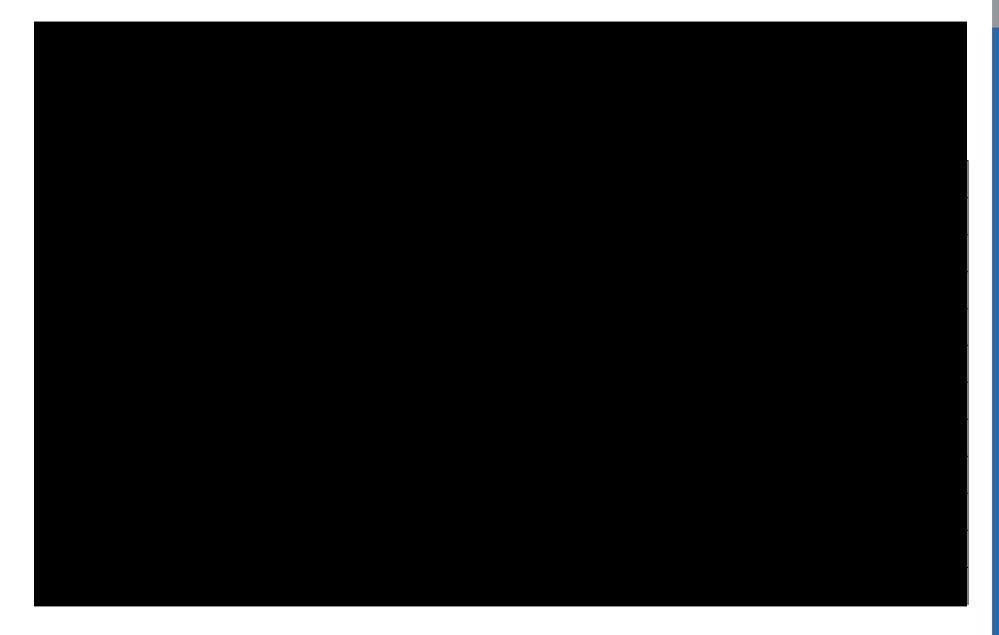










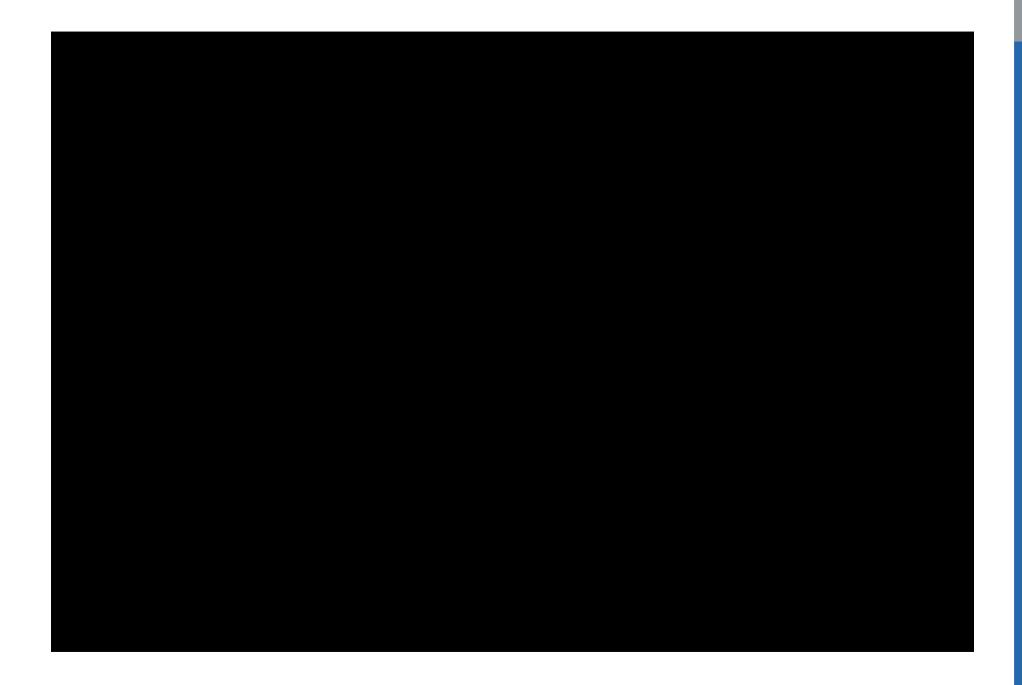








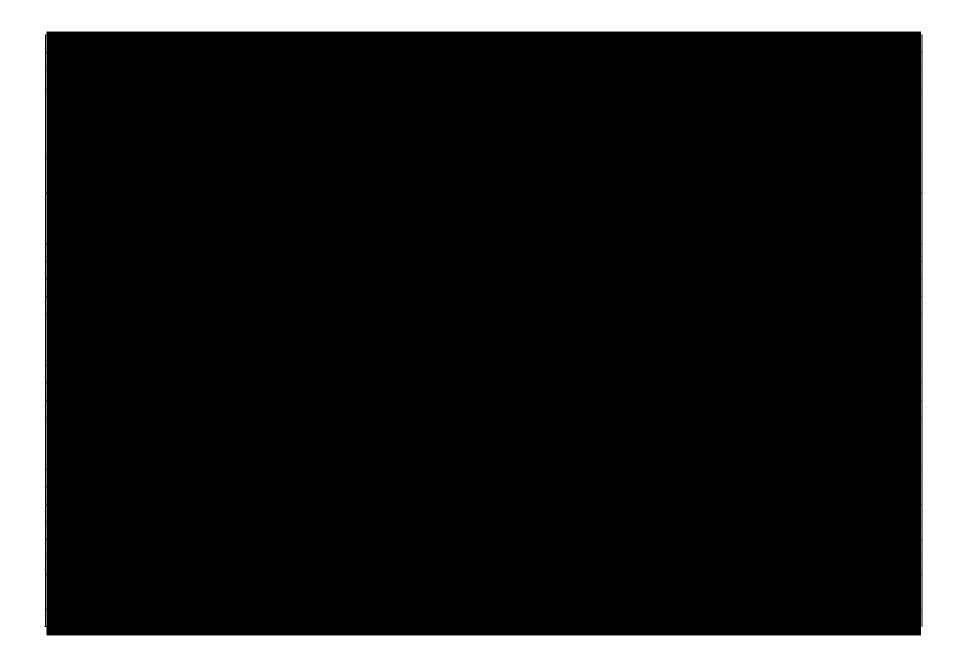






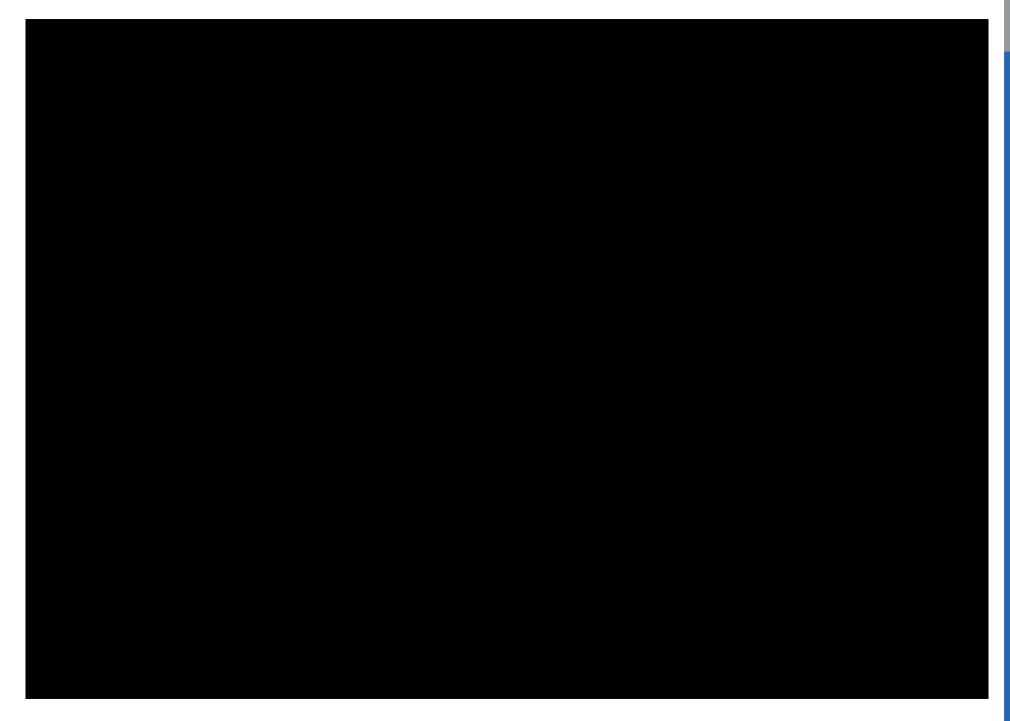










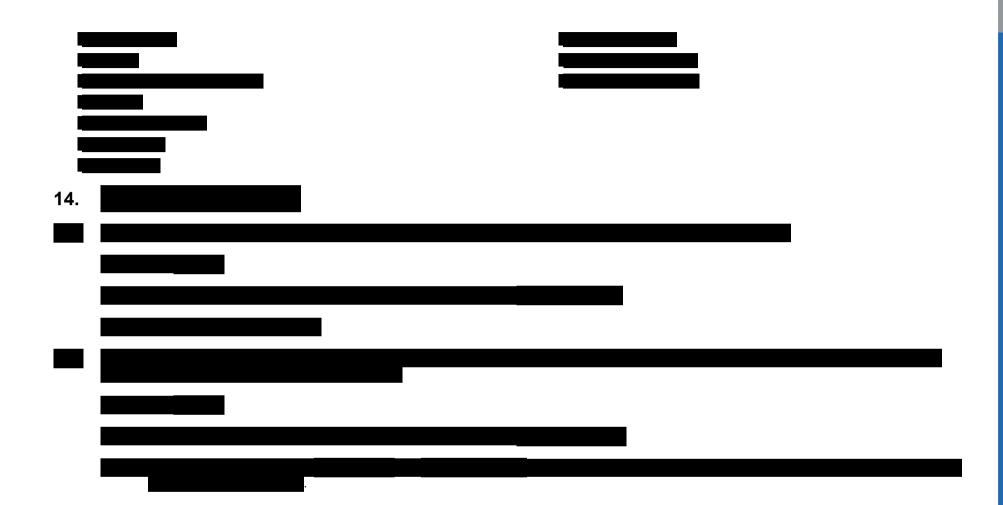




#### 13. Travel

- **13.1** The Customer will only pay for the Contractor's travel costs:
  - (a) pre-agreed in advance with the Customer;
  - (b) incurred in accordance with the Customer's travel and expense policies (including the NSW Government Transport & Travel Policy, NSW Treasury Circular TC17-10 and any other travel and expense policies as may be notified by the Customer to the Contractor from time to time); and









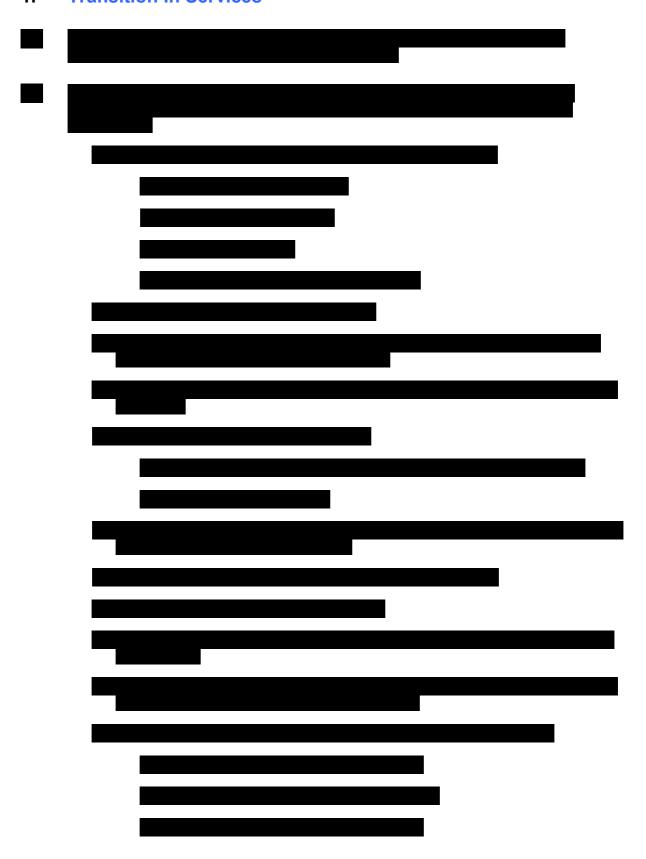
## **Attachment 12-3 Transition Out Services**

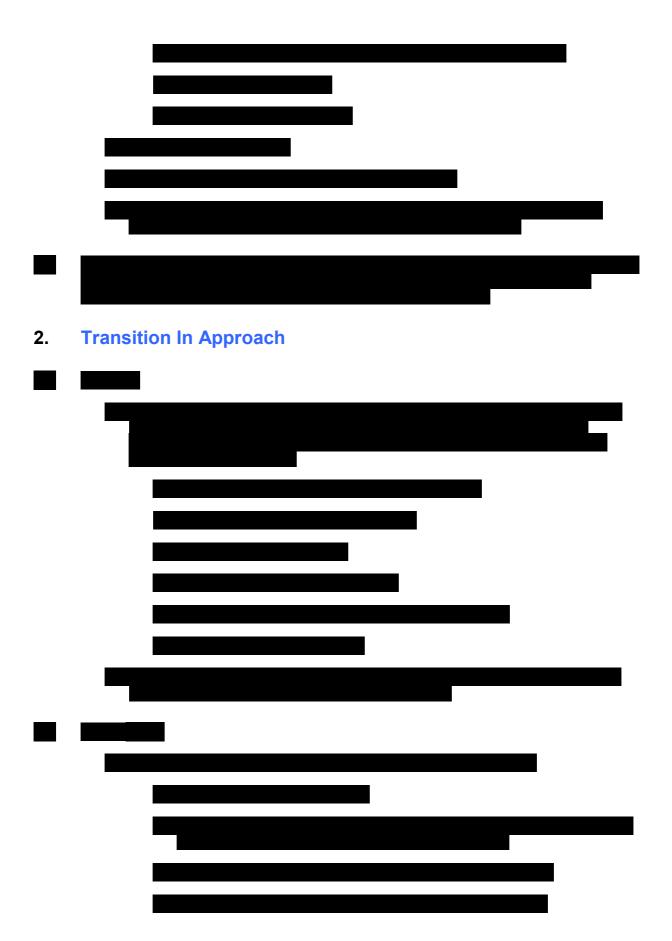
#### 1. Transition Out Services

**1.1** Required Transition Out Services are described in Attachment 3-7 of Schedule 3 (SLA).

### **Attachment 12-4 Transition In Services**

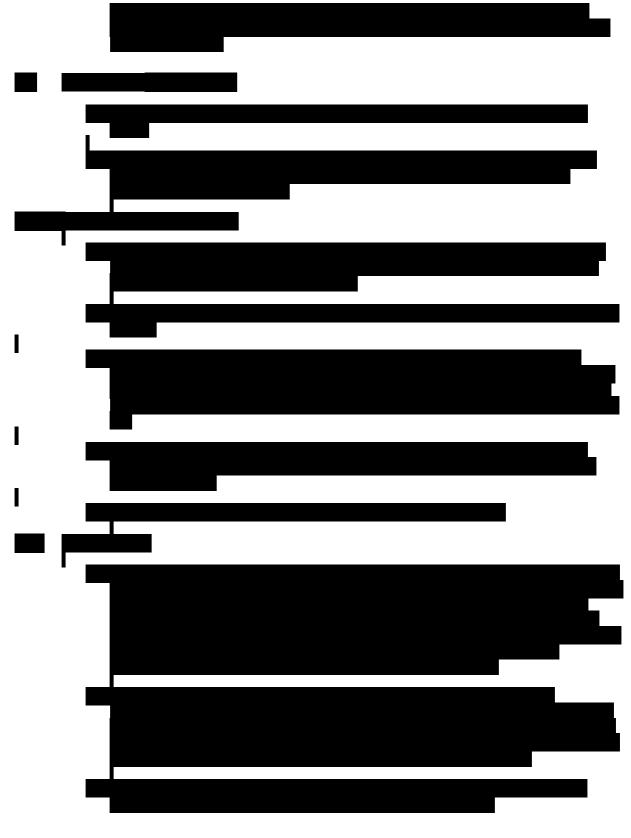
1. Transition In Services











3. Transition In Resource Plan



# **Attachment 12-5 Bill of Materials (BOM)**





