Design Team Stage Fee Structure – Major Projects

Temporary arrangements arising from Government Covid-19 health measures
Interim Stage Payments to Design Teams

On 27th March 2020, the Government announced public health measures ["Public Health Measures"] that were to apply from 28th March until April 12th 2020 to reduce the spread of the Covid-19 virus. On the 10th April, the Government extended the Public Health Measures (and the Regulations) for a duration of 3 weeks to apply until midnight of the 4th May 2020. The Public Health Measures provide that people must stay at home unless engaged in providing essential services.

On foot of the [continuation] of the Public Health Measures, the Office of Government Procurement ('OGP') has issued a revised note on 14th April. In line with the recommendations outlined in that Note and in particular *"considering whether reducing the periods between payments through the introduction of sub-milestones or intermediate delivery requirements would be beneficial"*, the Department of Education & Skills is putting the following interim arrangements in place with respect to design team fee payments while the abovementioned Public Health Measures remain in place. These "sub-milestones" in respect of design team fee payments will be effective immediately and will remain in place until the Department determines otherwise.

Stage 1

Fee	Key deliverables
70%	• Pre-Stage 1 submission & presentation complete • Written commitment by DT to incorporate all DoES comments into Stage 1 Report.
30%	• Submission of Stage 1 Report & stage completion certificate to DoES.

Stage 2a

Fee	Key deliverables
70%	• Stage 2a submission & stakeholder presentation complete. • Written commitment by DT to incorporate all DoES amendments into Stage 2a (summary) Report.
30%	• Submission of Stage 2a (summary) Report & stage completion certificate to DoES.

Stage 2b

Fee	Key deliverables
30%	• Submission of validated Statutory Approvals (as per DoES Form of Tender for Consultants)
50%	• Submission of Stage 2b Report & stage completion certificate to DoES
20%	• On approval of Stage 2b Report by DoES

Stage 3

Fee	Key deliverables
85%	• Issue of Tender Report to DoES
15%	• Issue of Letter of Acceptance to Contractor

Stage 4

Fee	Key deliverables
Bi-monthly	• Submission of progress reports

Fees during Stage 4 to be paid on a bi-monthly basis calculated as follows:
(Stage 4 fee x 90%) ÷ (Project duration in months +1)/2
Balance of Stage 4 fee to be claimed on lodgement and validation of the Certificate of Compliance on Completion and the placing of the building on the Register by the Building Control Authority.

Stage 5

Fee	Key deliverables
100%	• Issue of Defects Certificate • Issue of Final Account and approval by DoES • Issue of DTP-2012 Stage 5 Completion Certificate