

Agreement Details - Full Prequalification
Prequalification Scheme: Performance and Management Services.



Principal	Health Administration Corporation as represented by the Ministry of Health of 1 Reserve Road, St Leonards NSW 2065 ABN 45 100 538 161		
Service Provider	The University of Sydney, a body corporate under the University of Sydney Act 1989 (NSW), ABN: 15 211 513 464, c/o Research Portfolio, Michael Spence Building (F23) Level 3, Corner of Eastern Avenue and City Road, The University of Sydney, NSW 2006 Australia		
Service Provider's Proposal	Attached: Yes – Annexure A Dated: 08 May 2023		
Item 1:	<p>Services (clause 1.1)</p> <p>The Service Provider will provide biostatistical support to the Drug and Alcohol Clinical Research and Improvement Network (DACRIN) over 24 months. Biostatistical advice may be requested by DACRIN clinical researchers, during the following phases of research:</p> <ul style="list-style-type: none">a) grant application submissionb) protocol developmentc) data analyses (interim and final)d) manuscript write up <p>The DACRIN Statewide coordinator will review all requests for support and allocate tasks to the Service Provider according to the DACRIN Biostatistical Support Guideline (see item 4)</p>		
Item 2:	<p>Fees (clause 5.3)</p> <p>The Contract Price of \$29,998 (excluding GST) is payable by the Principal to the Service Provider upon execution of this agreement</p> <p>Salary on-costs have been factored into the contract price.</p> <p>Indirect costs/infrastructure charges are not included in the Contract Price, these should be considered an in-kind contribution by the Service Provider.</p>		
Item 3:	Commencement Date: (clause 2)	The date on which this Agreement is executed	
	Completion Date: (clause 11)	30 June 2025	
Item 4:	<p>Program (clause 4.5(a))</p> <p>Program for performance and completion of the Services is required.</p>		
	Milestone/Deliverable	Description	Date
	Biostatistical support guideline	<p>The DACRIN Statewide Coordinator to provide:</p> <ul style="list-style-type: none">a) DACRIN Biostatistical Support Guidelineb) Biostatistical Support Request Formc) Shared activity tracker (for joint completion by the Service	30 June 2023

	Provider and the DACRIN Statewide Coordinator)		
	Activity Tracker	DACRIN Statewide Coordinator Service to document all approved activities including anticipated hours of work. Service Provider to document actual hours worked against each activity	Throughout
	Annual report	DACRIN Statewide Coordinator to provide to the Principal an annual report outlining all activities, hours and costs.	31 May 2024
	Final report	DACRIN Statewide Coordinator to provide to the Principal a final report outlining all activities, hours and costs.	30 June 2025
Item 5:	Reports & Deliverables (clause 4.6)		
	Milestone with achievement criteria	Amount \$	Due date
	Signing of this Grant Agreement	\$9,000	31 May 2023
	Completion of annual report	\$18,000	31 May 2024
	Completion of final report	\$2,998	30 June 2025
	Total	\$29,998 (GST exclusive)	
Item 6:	Service Provider's Representative (clause 4.13)		
	Name: Mark Kay		
	Title: Director, Post Award		
	Address: Research Portfolio, Michael Spence Building (F23) Level 3, Corner of Eastern Avenue and City Road, The University of Sydney, NSW 2006 Australia		
	Tel: +61 2 8627 8111		
	Email: research.support@sydney.edu.au		
Item 7:	Principal's Representative (clause 5.2)		
	Name: Michelle Hall		
	Title: DACRIN Statewide Coordinator, Strategic Research & Evaluation, Centre for Alcohol and Other Drugs		
	Address: 1 Reserve Rd, St Leonards, NSW 2065		
	Tel: 0421649907		
	Email: michelle.hall@health.nsw.gov.au		
Item 8:	Notices (clause 14)		
	Principal's Name:	Centre for Alcohol and Other Drugs, NSW Ministry of Health [Health Administration Corporation] for and on behalf of the Crown in Right of the State of New South Wales	
	Address:	1 Reserve Rd, St Leonards, NSW 2065	
	Facsimile No:	N/A	
	Email:	michelle.hall@health.nsw.gov.au	
	Attention:	Michelle Hall	
	Service Provider's Name:	The University of Sydney	

ope ID: 79950B61-9268-4396-A446-5D5F59B1F26E

	Address:	Research Portfolio, Michael Spence Building (F23) Level 3, Corner of Eastern Avenue and City Road, The University of Sydney, NSW 2006 Australia
	Facsimile No:	N/A
	Email:	research.support@sydney.edu.au
	Attention:	Director, Post Award
Item 9	Insurance Conditions identified by the Principal (clause 4.18)	
	As per the standard terms and conditions of the Performance and Management Services scheme.	
	Indemnity Conditions identified by the Principal (clause 10)	
	As per the standard terms and conditions of the Performance and Management Services scheme.	
	<p>Cap on liability:</p> <p>Where the law requires it, the Service Provider's liability to the Principal will not be limited. In all other cases, the Service Provider's liability to the Principal for any loss or causes of action arising in relation to this Agreement, including for negligence and under any indemnity, is limited as set out below:</p> <p>(a) Where a scheme approved under the Professional Standards Act 1994 (NSW) applies, in the manner provided by that scheme; or</p> <p>(b) Where a scheme of the Professional Standards Act 1994 (NSW) does not apply, to the amount that is the lesser of three times the Fees and \$20 million.</p>	

Agreement Details – Full Prequalification - Acceptance:

Organisation Name (Principal):	Health Administration Corporation as represented by the Ministry of Health		
Contact Name:	Barry Edwards	Date: 30/05/2023	
Phone:	02 9424 5810	Signature: 	
Email:	barry.edwards@health.nsw.gov.au		
Organisation Name (Service Provider):	The University of Sydney		
Contact Name:	Mark Kay	Date: 9/6/2023	
Phone:	+61 2 8627 8111	Signature:  DocuSigned by:	
Email:	research.support@sydney.edu.au		

SERVICE PROVIDER'S PROPOSAL

DATED: _08 May 2023_____

Attach a copy of the Supplier's Proposal as Annexure "A"

Annexure A: Project Proposal

**Biostatistical Support to the
Drug and Alcohol Clinical Research and Improvement Network (DACRIN)
University of Sydney and South Eastern Sydney Local Health District
08 May 2023**

Reference Y23-040: building research capacity (SCI123-019)

Dr Llew Mills is a qualified and experienced researcher with expertise in biostatistical advice, data analysis and write-up. It is proposed that Dr Mills provide support over a 24 month period for the NSW Drug and Alcohol Clinical Research and Improvement Network's (DACRIN's) funding applications and publication submissions.

Dr Mills is a University of Sydney employee who holds an honorary appointment with South Eastern Sydney Local Health District (SESLHD), a long standing DACRIN Member Organisation.

SESLHD has confirmed Dr Mills' capacity to support DACRIN researchers for approximately 45 days/360 hours throughout between the period of 01 July 2023 and 30 June 2025. It is anticipated that the workload will equal to 0.1FTE however this may fluctuate around funding and publication deadlines. Biostatistical advice will enhance research capacity across DACRIN member organisations.

Personnel costs: Staff member	Level	Period	FTE	Amount (incl. 29% salary on-costs)
Dr Llew Mills	Academic B step 3	01 July 2023 – 30 June 2025	0.1	\$29,998