

Consulting Services Agreement

Cascade Partners and Aldergrove Manufacturing

This agreement records the terms under which Cascade Partners will deliver the engagement known internally as Project Northlight. It is issued by Dana Whitfield, Engagement Lead, and countersigned by Marcus Oyelaran.

1. Scope of work

Cascade Partners will review the current order-to-cash process at Aldergrove Manufacturing, identify the constraints limiting throughput, and deliver a prioritised remediation plan with an implementation roadmap.

The engagement covers the following workstreams:

- Process discovery across order intake, fulfilment and invoicing
- Data analysis of eighteen months of transaction history
- Constraint modelling and options appraisal
- A remediation roadmap with sequencing and effort estimates

2. Schedule

The vendor shall deliver the completed remediation plan by 30 June 2026.

Interim findings will be presented at the end of each workstream. The client will provide feedback within five working days of each presentation.

2.1 Milestones

Milestone	Owner	Workstream
Discovery complete	Dana Whitfield	Process discovery
Analysis complete	Marcus Oyelaran	Data analysis
Draft roadmap	Dana Whitfield	Constraint modelling
Final plan delivered	Dana Whitfield	Remediation roadmap

3. Fees

The total contract value is 120,000 USD, payable in three instalments.

Invoices are issued on milestone acceptance and are payable within thirty days. Expenses are billed at cost and require prior written approval.

4. Change control

Either party may request a change to the scope, schedule or fees. A change takes effect only once both parties have signed a written change note recording its impact on each of the three.

Where a requested change would delay an agreed milestone, the vendor will say so in the change note before the client is asked to approve it.

5. Intellectual property

The client owns the deliverables listed in the statement of work on payment in full. Cascade Partners retains ownership of the methods, templates and tools it brings to the engagement, and grants the client a perpetual, non-exclusive licence to use them to the extent they are embedded in a deliverable.

6. Data protection

The vendor processes client data only to the extent needed to deliver the engagement, and only on documented instructions from the client. Personal data encountered during discovery is pseudonymised before analysis.

Transaction records shared for analysis are deleted or returned within thirty days of the final deliverable being accepted.

7. Confidentiality

Both parties will treat the existence and content of Project Northlight as confidential. Neither party will disclose the other's confidential information to a third party without prior written consent, except where required by law.

This clause survives termination of the agreement by five years.

8. Liability

Neither party excludes liability for death or personal injury caused by negligence, or for fraud. Subject to that, each party's total liability is capped at the total contract value.

Neither party is liable for indirect or consequential loss, including loss of profit, revenue or anticipated savings.

9. Termination

Either party may terminate on thirty days' written notice. On termination the client pays for work completed and accepted up to the termination date, together with any expenses already committed and not recoverable.

10. Acceptance

Deliverables are accepted once they pass the acceptance criteria agreed at the start of each workstream. Acceptance will not be unreasonably withheld.

Questions about this agreement should go to hello@cascadepartners.example.

<https://cascadepartners.example>

11. Signatures

Signed for Cascade Partners: _____ Date: _____

Signed for Aldergrove Manufacturing: _____ Date: _____

