

## tie Limited

**Minutes of Meeting:** Preferred Bidder Weekly Progress Meeting

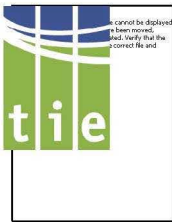
**Date:** 27<sup>th</sup> November 2007

**Venue:** CityPoint

In attendance: Willie Gallagher (partially)  
 Matthew Crosse  
 Geoff Gilbert  
 Susan Clark (apologies)  
 Steven Bell  
 Richard Walker  
 Roland Brueckmann  
 Scott McFadzen  
 Steve Wright

Item	Comment	Action
<b>1.0</b>	<b>Outstanding Issues</b>	
	1. tie to look at fast tracking of technical approvals process – <i>tie to update at next meeting.</i>	tie
	2. tie to confirm the design for London Road. - <i>outstanding</i>	tie
	3. Utility diversion matrix – tie to pass over the matrix outlining work to be undertaken by Infraco – <i>underway/ imminent.</i>	tie
	4. BBS to provide programme for mobilisation including deliverables and cost. This to be provided by 9/11. <i>Imminent.</i>	BBS
	5. Milestone payment proposal – BBS to provide detailed breakdown of tangible deliverables associated with the 20% milestone payment. <i>Imminent.</i>	BBS
	6. tie outlined the work about to start at Ingliston Park & Ride to excavate material. BBS to look at if this material could be suitable for the surcharging at Gogar landfill site.	BBS
	7. BBS wish to consider alternative system to Sharepoint being used for document storage. Meeting to be set up between IT departments. - Scheduled	tie/BBS
	8. Session to be set up next week on integration of teams.	tie/BBS
	9. Track – SDS to confirm depth of track and ballast - <i>complete</i>	tie
	10. Systems and communication – questions from Transdev to be provided to BBS - <i>Outstanding</i>	tie
	11. BBS remains concerned about gaining access to <i>current</i> information SDS agreed to provide a package of drawings etc this week.	tie
	12. ER version 3.0 now issued. BBS to page turn and identify all areas where there is misalignment with proposals and or SDS designs where known and to update compliance matrix. Due for round table review on 5 Dec.	BBS

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	13. Firmed up price for 1B. <b>tie</b> (Geoff Gilbert) to issue or ensure access to all completed drgs on 1B (estimated to be 91%).	BBS
<b>2.0</b>	<b>Critical Comments from WG</b>	
	<ul style="list-style-type: none"> <li>▪ WG expressed concern that insufficient was being achieved to give him confidence that the report to council would be completed by the due date of 12 Dec. He also stated that if programme and budget could not be achieved such that the report to the council needed to be delayed there was a risk of slippage in the next meeting cycle – currently 7 Feb 2008. This was in no ones interest. – <i>Bi – weekly progress meetings with principles.</i></li> </ul>	
<b>3.0</b>	<b>Critical Comments from BBS</b>	
	<ul style="list-style-type: none"> <li>▪ BBS showed slides which reviewed progress and identified their critical issues for success. Key blockers/ opportunities.</li> <li>▪ Programme unlikely to be concluded until October 2011; views on ways to improve:               <ul style="list-style-type: none"> <li>○ Re-prioritise SDS design (<i>tie comment: needs to be very carefully reviewed in light of all the project pressures</i>).</li> <li>○ Improve on-street constraints (<i>tie comment: great effort is also being spent with CEC to achieve this</i>).</li> <li>○ VE of road and junction design; reconsider need for full depth reconstruction along Princes St (<i>tie comment: a performance based solution will be adequate</i>).</li> <li>○ Parallel MUDFA works (<i>tie comment: this is strongly encouraged and highly desirable, BBS need to engage in orchestrated dialogue with both AMIS and also SDS to ensure effective parallel programming wherever practical. This might include starting construction works before all design approvals are in place</i>).</li> <li>○ Increase CEC resources (<i>tie comment: broadly agree if it makes approvals speed up</i>).</li> </ul> </li> <li>▪ BBS/ <b>tie</b> to meet to pull back slippage.</li> </ul>	
<b>4.0</b>	<b>Pricing Priorities</b>	
	<ul style="list-style-type: none"> <li>▪ GG and MC echoed WG earlier concerns and need to firm up on prices to take confidence level to the high ninety %. <b>tie</b> has yet to receive comments on the repricing dates schedule.</li> <li>▪ BBS were uncertain if the information was sufficiently complete enough to achieve firm prices.               <ul style="list-style-type: none"> <li>○ BBS considered that Phase 1B was the most complete, followed by the Airport to Haymarket section for 1A. They are still doubtful over the street section of 1A. <i>SMcF and GG to review on a detailed section by section basis to identify information shortfalls.</i></li> <li>○ An issue for BBS was finding design in the data room – sometimes misfiled and mis labelled. <i>MC to investigate ASAP. tie/SDS to also identify an individual who</i></li> </ul> </li> </ul>	<p><b>tie/ BBS</b></p> <p><b>tie</b></p> <p><b>tie</b></p>

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	<p>would handle all queries 24/7.</p> <ul style="list-style-type: none"> <li>The DVD containing the SDS work in progress should be taken as a key reference point for any repricing.</li> </ul>	
<b>5.0</b>	<b>Value Engineering</b>	
	<ul style="list-style-type: none"> <li>MC made it clear that there was a big disappointment in the small number of structures and level of VE anticipated to date. A further meeting was planned to review all other structures on a line by line basis.</li> <li>A focused and simplified VE list is to be given to BBS in the next few days summarising each of the item against which BBS is expected to book a VE saving. The list results from a review of the VE schedule at each of the technical meetings. <i>MC to provide.</i></li> <li><i>VE savings are to be submitted with current repricing exercise – BBS</i></li> </ul>	<p><b>tie</b></p> <p><b>BBS</b></p>
<b>6.0</b>	<b>Programme Issues</b>	
	<ul style="list-style-type: none"> <li>BBS have noted SDS programme V22 (on the face of it) causes problem. See also three above.</li> <li>Agreed to “carve out” difficult or currently programmed to be late sections e.g. Balgreen Road/ Baird Drive/ Forth Ports section/ Picardy Place.</li> <li><b>tie</b> confirmed the “T” junctions (cf. gyratory) was now preferred by CEC. <i>Reconfirm design delays are still not deemed likely to push the programme beyond Feb 2011.</i></li> <li>The integration with MUDFA is critical to all programme pressures. <i>SB to discuss/ resolve programme issues with SMcF on 30 Nov.</i></li> <li>SB noted that BBS’s new trackform proposal “Rhaeda City” will improve installation speeds, though result in a deeper excavation. <i>SB to complete review ASAP.</i></li> </ul>	<p><b>tie</b></p> <p><b>tie</b></p> <p><b>tie</b></p>
<b>7.0</b>	<b>Contract Issues</b>	
	<ul style="list-style-type: none"> <li>PCG’s have yet to be concluded and taking a long time for what is a fairly established provision. <i>HF and GG (RJD) to bring to an urgent conclusion.</i></li> <li>Alignment of Infraco/ Tramco contracts. There remains a relatively high number of minor issues and one or two large ones e.g. LD Cap mismatch. <i>GG to continue to lead on this linked to CAF discussions below.</i></li> <li>Meeting between tie and BBS scheduled for 28/11 to resolve major issue on core team.</li> </ul>	<p><b>tie/ BBS</b></p> <p><b>tie</b></p> <p><b>tie/ BBS</b></p>
<b>8.0</b>	<b>Due Diligence</b>	
	<ul style="list-style-type: none"> <li>BBS requested a need to have sight of RAMS concept in order to underpin the availability levels specified.</li> <li>BBS also requested approvals vs. cycle process including the testing and commissioning schedule.</li> <li>Both of the above items are expected 29 November.</li> <li>The sample Earthworks design drawings and summarising Geotechnical report was provided to BBS (SMcF) for comment as for it’s adequacy recognizing previous meetings</li> </ul>	<p><b>tie</b></p> <p><b>BBS</b></p>

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	<p>and concerns.</p> <ul style="list-style-type: none"> <li>Noise and vibration, sensitive areas to be shown on a map - SB</li> </ul>	tie
<b>9.0</b>	<b>Mobilisation</b>	
	<ul style="list-style-type: none"> <li>Revised proposal to be issued to tie on 28 Nov for comment</li> <li>tie stressed the importance and urgency of concluding this work in the next few days.</li> </ul>	BBS/tie
<b>10.0</b>	<b>CAF Consortium Talks</b>	
	<ul style="list-style-type: none"> <li>Responses were provided to MC's questions</li> <li>Legality of CAF co-signing Infraco contract now not considered to be a legal challenge issue. If all three parties sign both contracts many of the smaller alignment issues get effective resolutions.</li> <li>Consortium arrangement likely to be based in Algerian project model. Cross indemnification of all "non" own-discipline risks by each of the three parties accordingly will provide adequate comfort and protection.</li> <li>MC/ HF to meet to discuss consortium agreement/ contract structure on 28 Nov.</li> </ul>	
<b>11.0</b>	<b>Commitment to Programme and Novation</b>	
	<ul style="list-style-type: none"> <li>MC re-iterated WG's comments concerning the importance of achieving the financial close programme.</li> <li><i>There must be no last minute issues that suddenly appear. All of the difficult areas being faced by parties must be raised at the time and escalated to the appropriate level.</i></li> </ul>	tie/ BBS
<b>12.0</b>	<b>AOB</b>	
	<ul style="list-style-type: none"> <li>10 minute "early" daily progress/ blockers telephone conference proposed between SMcF/ SB/ others. SMcF to consider ASAP.</li> <li>Invite SDS to part of the progress meetings</li> <li>Arrange informal engagement between BBS and CEC - MC</li> </ul>	BBS  tie tie

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