



tie Limited

Minutes of Meeting: Preferred Bidder Weekly Progress Meeting

Date: 20th November 2007

Venue: CityPoint

In attendance: Matthew Crosse
 Geoff Gilbert
 Susan Clark
 Steven Bell
 Richard Walker
 Roland Brueckmann
 Scott McFadzen
 Steve Wright

Item	Comment	Action
1.0	Notes of previous meeting	
	1. BBS to provide a list of people requiring access to workstations in Citypoint – tie delivery organogram to be provided – <i>outstanding, discussion planned 15/11</i>	Complete Complete
	2. tie to look at fast tracking of technical approvals process – <i>tie to update on 21/11</i>	tie
	3. tie to set up pricing meeting – <i>programme for pricing to be issued by 16/11</i>	Complete
	4. tie to confirm the design for London Road.	tie
	5. Utility diversion matrix – tie to pass over the matrix outlining work to be undertaken by Infraco	tie
	6. BBS to provide programme for mobilisation including deliverables and cost. This to be provided by 9/11. <i>Now urgent : to be provided by Friday 16/11</i>	BBS
	7. Milestone payment proposal – BBS to provide detailed breakdown of tangible deliverables associated with the 20% milestone payment	BBS
	8. tie handed over a document outlining IT requirements. BBS to respond by 13/11. <i>Agreed at meeting</i>	
	9. 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
	10. tie to outline to BBS how it deals with betterment under NRSWA for all utility diversions undertaken.	tie
2.0	Issues arising	
	<ul style="list-style-type: none"> ▪ GI interpretative report offered by SDS is inadequate. It is based on interpreting trial bores only, not interpreting results on an area by area basis. tie/BBS to discuss with SDS (Steve Reynolds). 	tie

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	<ul style="list-style-type: none"> BBS wish to consider alternative system to Sharepoint being used for document storage. Meeting to be set up between IT departments. Session to be set up next week on integration of teams. 	tie/BBS
3.0	Technical/Due Diligence/VE	
	<ul style="list-style-type: none"> Track – SDS to confirm depth of track and ballast Systems and communication – questions from Transdev to be provided to BBS BBS remains concerned about gaining access to <i>current</i> information via the data room – particularly emerging CAD drawings to assist with pricing (e.g. earthwork drawings) SDS agreed to provide a package of drawing this week including planning drawings, draft MX data for track and roads, drawings for 1a and 1c showing current proposals for Picardy Place, St Andrew's Sq, Lindsay Rd etc, WIP for several structures, earthworks MX, family of poles report for OLE Consents – technical and commercial meeting to be held to discuss mechanics of achieving consents tomorrow 	tie tie tie tie
4.0	Contract	
	<ul style="list-style-type: none"> No immediate issues 	
5.0	CAF Joining BBS Consortium	
	<ul style="list-style-type: none"> BBS to provide an update on this matter to tie by 21/11 tie to provide a list of questions to BBS 	BBS tie
6.0	Pricing	
	<ul style="list-style-type: none"> BBS to review pricing programme and give feedback on 21/11 	BBS
7.0	Programme progress	
	<ul style="list-style-type: none"> 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. 26 November. First TTROs shown mid 2008 but would be required sooner to meet overall programme. tie (Keith Rimmer) advised that this will be resolved and TTRO's in place by February. BBS advised that their current programme doesn't deliver the required end date. Work ongoing to ease constraints is helping to solve this Firmed up price for 1B. tie (Geoff Gilbert) to issue or ensure access to all completed drgs on 1B (estimated to be 91%). Firmed up programme for 1B. End November. Firmed up prices for highways and drainage. Exceptions Lindsay Rd, OCT and Picardy Place. End November. Noted BBS intention to work from W-E rather than E-W in order make programme work. Programme to be updated by end November. 	BBS tie tie BBS BBS BBS

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8.0	Mobilisation	
	<ul style="list-style-type: none"> ▪ BBS to provide a full programme and costs by 21/11 ▪ Meeting set up to discuss the 205 milestone payment 	BBS
9.0	Board Level Meeting	
	<ul style="list-style-type: none"> ▪ BBS suggested holding this in Germany during week commencing 12 Dec. tie to confirm. 	tie
8.0	Next meeting 27th Nov.	

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