



tie Limited

Minutes of Meeting: Preferred Bidder Weekly Progress Meeting

Date: 13th November 2007

Venue: CityPoint

In attendance:

- Matthew Crosse
- Geoff Gilbert
- Richard Walker
- Roland Brueckmann
- Thomas Gottweiss
- Robert Kramer
- Scott McFadzen
- Tom Murray
- Susan Clark (apologies)

Item	Comment	Action
1.0	Notes of previous meeting	
	1. BBS to provide a list of people requiring access to workstations in Citypoint – <i>outstanding</i>	BBS
	2. tie delivery organogram to be provided – <i>outstanding, discussion planned 15/11</i>	tie
	3. tie to look at fast tracking of technical approvals process – <i>tie to update on 21/11</i>	tie
	4. tie to set up pricing meeting – <i>programme for pricing to be issued by 16/11</i>	tie
	5. tie to confirm the design for London Road.	tie
	6. Utility diversion matrix – tie to pass over the matrix outlining work to be undertaken by Infraco	tie
	7. 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
	8. Milestone payment proposal – BBS to provide detailed breakdown of tangible deliverables associated with the 20% milestone payment	BBS
	9. tie handed over a document outlining requirements. BBS to respond by 13/11. <i>Agreed at meeting.</i>	
	10. 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
	11. tie to outline to BBS how it deals with betterment under NRSWA for all utility diversions undertaken.	tie
2.0	Issues arising	
	▪ BBS remains concerned about gaining access to <i>current</i> information via the data	tie

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	<p>room – particularly emerging CAD drawings to assist with pricing (e.g. earthwork drawings) – tie to pursue access to Hummingbird asap ; also need support on sharepoint problems and orientation training. tie to also consider practicality of a freeze of E&M design for BBS against which they could finalise their design and after which changes could be tracked.</p> <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/BBS
3.0	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. End of November. ▪ First TTROs shown mid 2008 but would be required sooner to meet overall programme. tie (Keith Rimmer) to sort out. End of November. ▪ Some SDS designs also shown to be after construction start. ▪ 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. 	<p>BBS</p> <p>tie</p> <p>tie</p> <p>tie</p> <p>BBS</p> <p>BBS</p> <p>BBS</p>
4.0	Matters for completion by end November	
	<p>Geoff re-iterated a list of matters that require to be complete by end November. This includes:</p> <ul style="list-style-type: none"> • Run-time : BBS to confirm in writing that they are happy with designed run time (“law of physics” not in traffic run-time) • Quality : BBS to confirm in writing that they are content with quality of designs and design process. 	<p>BBS</p> <p>BBS</p>
5.0	CAF Joining BBS Consortium	
	<p>BBS reported good initial discussions with a preparedness to join. tie asked BBS to note that the arrangements could not be executed until after Contract Award (28 January) and to be kept fully informed.</p>	<p>BBS</p> <p>tie</p>
6.0	Value Engineering	
	<ul style="list-style-type: none"> ▪ tie expressed concerns that in some areas where VE had been explored, costs were 	BBS

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	<p>liable to increase as more information became available to BBS. This would not be acceptable if solely based on poor tender preparation.</p> <ul style="list-style-type: none"> ▪ VE items that tie are <u>not</u> prepared to take forward are: <ul style="list-style-type: none"> ▪ single ended depot access ▪ alternative track layout at OCT ▪ Co-location & other VE organisational synergies including avoidance of duplication and unnecessary man-marking. £1m noted in BBS VE letter. BBS have a choice of three alternatives for a project office. Consideration to be given to more economic options including co-location in CityPoint. This to be considered by December. tie to arrange special VE meeting. ▪ OLE proposal remains non compliant in respect planning impact. Also noted are need for tapered poles. Action to work together to ensure VE driven approach which reasonably meets needs of planning. 	<p>BBS/tie</p> <p>tie/BBS</p>
8.0	Contract Issues	
	<ul style="list-style-type: none"> ▪ Contracts – progressing and will complete by end November. ▪ Third Party Agreements and side letters. tie advised that these cannot be renegotiated and that many go back to the Act. BBS to note that their lawyers' review should be confined to top down approach to all TPAs. tie to assist if required. ▪ BBS need a meeting with NR prior to end November to confirm immunisation approach and possessions. 	<p>BBS/tie</p> <p>tie</p>
9.0	AOB	
	<ul style="list-style-type: none"> ▪ BBS to operate a document numbering system. ▪ Meeting attendees to be contacted first (and dates OK'd) prior to sending out formal Outlook Meeting Invitations. ▪ All communication to always also include Alison, Scott and Roland and Infraco email address. 	<p>BBS</p> <p>tie</p> <p>tie</p>
8.0	Next meeting 20th Nov.	

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