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Subject:	Bi-Weekly Team Briefing
Author:	Fenella Watson
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Date of Meeting:	19 April 2010
Time:	12:00-13:00
Location:	Oval Office, 9 Lochside Avenue

Participants

Name / Abbrev.	Name / Abbrev.	Name / Abbrev.
Miguel Berrozpe MBE	Alfred Brandenburger ABR	Frank Wenzel FWE
Michael Wilken MWI	Shabu Dedhar SDE	Kenny Hughes KHU
Neil Hibbert NHI	Bernd Nieswand BNI	Klaus Dieker KDI
Mathias Hecht MHE	Thomas Schwanse TSC	Damian Wheeler DWH
Fenella Watson FWA	Aukje Aherne AAH	Gary Bromley GBR

Item	Issue	ACTION
1.	MBE	
	<p>We are adjudicating the first MUDFA 9 months of delay. We're producing a programme showing the second MUDFA programme and what delay has been added on since the first programme. Adjudication has been presented, referred and selection of adjudicators etc will shortly take place. Expected to be finished at the end of May. This one significantly involves Siemens as well as BB. CAF never defended their commissioning milestones and have been purposely excluded from the DRP with the reservation of our rights to claim later.</p> <p><u>We MUST expedite Siemens estimates.</u> Concurrent delay will be a big and expensive fight in the coming months. One way to lose the fight is to issue estimates late. Send reminders to everyone owing us information to make those dates.</p> <p>Another big issue is SDS delay. There have been and will be allegations that Siemens is the main cause of SDS' delay. The fight is between BB/SDS and Siemens. <u>If anyone receives instances of allegations of delay, immediately pass this on to SDE and MWI.</u></p> <p>Put pressure on BB to get access to sites. They may try and increase mobilisation in section 7. They may. Tie and BB are in negotiations to do the airport to GBW but there's a lot of discussion on money still happening. We are trying to get into and progress works in Section 7 and the depot, but there's not much more we can do.</p> <p><u>EVERYONE – keep up the pressure on BB/SDS.</u></p>	<p>ALL</p> <p>ALL</p> <p>ALL</p>
2.	Commercial – ABR	
	Cashflow is still a big problem for us – we're negative. We're trying to negotiate with tie to get paid for material delivered. Tie have also made a move where they are paying diminishing prelims over the period of delay; later they will pay if we've won the DRPs.	
3	Commercial/Risk – NHI	
	We have updated the risk table and there is a significant worsening of the risk position – an extra £7.5 million – with the added time factor. These are costs incurred which might not be compensated.	

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4	OLE – GBR	
	We've been doing some building fixings, getting done 40 out of 113 at the end of this week. We have had some issues regarding SDS' responses to some problems with the fixings. MBE asked GBR to ensure that a verification is done of the as-built information received from BB in the Guided Busway (GBW).	GBR
5	Trackwork – DWH	
	We've made good progress on design issues and expect shortly some more deliverables from BAM. We have received three Level A reviews today. We've also made good progress with the Road/Rail interface and with the floating slab design.	
6	Site Management/H&S – KHU	
	Currently focusing on closing out administrative issues in advance of the move to Broxburn. Liaising with BB and tie to ensure a smooth transition to those sites we will get to. Arranging welfare facilities and organising things for the depot in advance of our start there. Working closely with Trackwork and OLE to review the contracts and associated information. Gary Roper (GRO) is here Tuesdays through Thursdays; KHU is covering on the Mondays and Fridays for BASEQ until a replacement is found. Inductions are being carried out regularly. Make sure everything is prepared for the depot, the airport, and the finishing of the GBW. MBE giving an ACTION: KHU, GBR, BNI – find out what REL needs as for machine fitting. GWE agreed to look into this but nothing is heard of yet. We need to synergise low-cost solutions to the Lots needs here.	KHU, GBR, BNI
	KHU to look into the issue of GBW fencing; to talk to BB section manager and possibly do a deal of us leaving the fencing if they take over site management/security.	KHU
7	Depot – BNI	
	Talked with Alistair Scott re the tram washing plant; he estimates that they start the concrete in two weeks. We have to fix the position of the ducts in the area and this should be done by the end of the week. Tram washing plant final design must be defined asap. ACTION: BNI to discuss with NWU and find out what CAF needs as a minimum to undertake the commissioning of incoming trams. Establish jointly the priorities. We are at risk re damages if we can't enable the commissioning.	BNI NWU
8	Trackwork Commercial – TSC	
	We have the usual difficulties with BAM. We have two crucial meetings today. We're discussing payments with BAM, trying to prevent ending in a dispute. We're trying to establish whether unit prices stated in the contract are applicable and how to use them.	
9	Scheduling – MHE	
	There will shortly be an updated programme called Rev 3A. This will be the most up to date programme and will be used for monitoring progress. We'll discuss acceleration measures this week. Other issue is establishing what worksites can become available to the track gang. Less is expected at the depot and we'll see how the Ed Park Bridge becomes available.	
10	Trackwork – KDI	
	Trackwork design issue topics under discussion is the turnout railway interface; trying to finalise the acceptance of the wheel-rail interface. The joint road/sealant interface is now under investigation by SDS for the next two weeks. It will be discussed after that, perhaps leading to a concrete/asphalt solution. Track improvement layer – we need to investigate on our own the alternative solutions to the SDS design. There is a proposal on the table for this investigation but we need further details from SDS on ground conditions. MBE requested separate meeting with KDI on this issue. BAM have confirmed they can start manufacturing the depot track. TRW to chase the new schedule for this. KDI to check whether we can now release the Shandwick Place turnouts.	KDI TRW KDI
	Construction:	

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	We had expected to be starting on the Edinburgh Park Bridge and the depot, but now we're not sure when and to what extent. BAM run out of work tomorrow. MHE has already prepared a letter to BB putting pressure on them. We need to increase the pressure on BB in general re the delay their works cause us, keeping the record even if BB rebut this.	TRW/ ALL
11	Design – SDE	
	Working this week with MWI on design processes and ensuring they are still aligned to the contract to protect Siemens. Working on High Impact Issue tie Audits, meeting with CBR before he leaves to coordinate responses on audits.	
12	IT/Changes – FWE	
	Telephones are up in the warehouse and internet is imminent. Gogar Interchange: radio pole position might be moved. Traffic Light Control is out and waiting a reply. It will be enhanced; there is a problem with the turnback strategy. It's been agreed to put the turnback strategy under the TLC installation change.	
13	System Engineering – MWI	
	We will have IDCs for every subsection beginning in May – two per week involving every lot. We are chasing up review comments to SDS design to feed into the IDC. SDS have failed to produce a schedule of IFC drawings being issues. So the IDCs will be on an ad hoc basis, but we have reminded BB/SDS that we require 10 business days to review the drawings. If we want to ensure our design is built, we have to ensure this goes well.	
14	Administration – FWA	
	Walls are being put up in the Open Plan office to enclose it privately and to divide it in two. One long room will be for the Trackwork team. Depending on how quick BB is, this could take place over the next couple of weekends.	