

Meeting Notes

Project 4038: Floating Bridge for the IoW

Location: Mainstay Marine Solutions Ltd, Pembroke Dock

Date: 15th March 2016

Present

Sean Newton (SN)	Commercial Services Manager	Isle of Wight Council
Tim Light (TL)	Owners Representative	Isle of Wight Council
Tim Hope (JW)	Technical Consultant	Burness Corlett Three Quays
Robert Cotter	Surveyor MCA	Maritime & Coastguard Agency
Stewart Graves(SG)	Managing Director	Mainstay Marine Solutions Ltd
Kevin Lewis (KL)	Operations Director	Mainstay Marine Solutions Ltd
Mel Lewis (ML)	Technical Director	Mainstay Marine Solutions Ltd
Meurig Jenkins (MJ)	Financial Director	Mainstay Marine Solutions Ltd
Vaughan Griffiths(VG)	Operations Manager	Mainstay Marine Solutions Ltd
Pol van Steelant (PvS)	Project Manager	Mainstay Marine Solutions Ltd

IOW IOW team of representatives
MCA Maritime & Coastguard Agency
BCTQ Burness Corlett Three Quays
MMSL Mainstay Marine

Agenda

- Introductions
- Health & Safety
- Workshop & Walk around
- Project Plan Overview
- Project Organisation
- Contractual Issues
- Technical Issues
- AOB



1. Project Plan Overview:

MMSL explained the different phases of the project. These phases are used for planning internally and are reflected in the milestones. Phase 5 (systems) overlaps with Phases 1 to 4 (steel construction).

Projectplace was shown where Gantt chart, Boards and Cards are integrated to manage the project. (Restricted) Access for the client will be given within one month.

Action: Allow access to the client and to BCTQ
Date: 14th April
By: MMSL

Present Gantt chart added to the presentation slides



2. Project Organisation:

- a. The role of BCTQ and Fal River Cornwall (Tim Light): Sean Newton confirmed that, after signing the contract and the submission of the required drawings to BCTQ, Tim Light will be the main point of contact as the client representative. Technical issues will be handled by BCTQ and commercial issues by Tim Light.
- b. MCA position: Rob Cotter from the MCA stated that neither of the MCA offices in the UK have the capacity to do the structural plan approvals. As they are the only authorised body to approve and certify this type of 'vessel', they have to give authorisation to another body to do the approvals for them. However, Rob confirmed that the MCA can do all other approvals and certification. Therefore the way forward is:

- MCA to provide a letter of authority to the yard so MMSL can agree with a supplier (most likely BV) to provide the necessary approvals for the structure of the FB.
- Approvals for this will be signed off by MCA Southampton (Simon Roberts)
- MCA Cardiff will do all other approvals and final certification.
- When there is a "type approved" solution (e.g. hatches), MCA, Classification Society and MMSL to discuss and agree.
- Additional costs:
 - Involvement of the Classification Society will create an additional cost of approximately [REDACTED] (to be confirmed).
 - Potential changes in the structures due to the involvement of the Classification Society will be handled through a Variation Order.
 - MMSL does not see an impact on the timeline of the project, provided we can go ahead as agreed during the meeting.

Action: Letter of MCA confirming the agreed way forward

Date: 23rd March

By: MCA (Rob Cotter)

Action: Choose Classification Society and set up contract, variation order for additional cost.

Date: 24th March

By: MMSL

3. Contract

a. Construction at risk

It was understood by all parties involved that MMSL is proceeding at the moment “at risk”. MCA confirmed that they have at present no issue with this way of proceeding.

No action but referring to point 2b to solve this issue.

b. Date for contract signing

The date for signing of the contract is 31st March providing all legal issues are resolved.

Action: To work through the input from the lawyers on both sides

By: MMSL (Meurig Jenkins and Stewart Graves)

IoW (Sean Newton and Tim Light)

c. Variation orders

The following variation orders have been identified for signing concurrently with the contract.

- Noise levels
- Approval by a Classification Society for the structure
- Delivery Date
- Potential design change investigation (wheels)
- Payment Plan

Action: To create the variation orders

Date: 24th March

By: IoW

d. Additionally a letter by the Port Authority confirming the possibility of the move from the workshop to the dock will be submitted to the IoW

Action by MMSL

e. Payments and Milestones

Milestones are defined on a monthly basis. Details, if there are any issues, to be discussed between IoW (Tim Light) and MMSL (PVS). The detail of the milestones is in the presentation.

If a milestone is not reached, the payment will be deferred to the next month.

Action: Agree on the detail of the milestones (checkability)

Date: 31st March

By: IoW / MMSL



4. Technical Issues

a. Chain wheels – update

MMSL stated that with the criteria as lined out in the ITT (55 knot), there is a chance that the original wheel will jump. BCTQ will investigate with MMSL.

Alternative solutions were presented by MMSL, but there was no cost difference indication yet. The main advantage would be a saving over the longer term (off the shelf solution).

BCTQ remarked that there is no particular problem now, and that the risk of doing a different design might outweigh the benefits.

There was a consensus that pursuing this option further will add higher risk to the overall project, therefore we should stick with the original solution as specified in the ITT.

Action: Conclude the study

Date: 31st May

By: MMSL

b. Design change (potential) superstructure

There might be changes to the superstructure if there are issues with the acceptance of the stability criteria as outlined in the ITT. However, BCTQ felt that this could be looked at in detail and should not be the case. Gavin Sims to investigate with Tim Hope.

Action: stability book and investigation by BCTQ and MMSL

Date: 31st March

By: BCTQ and MMSL

c. Bilge systems – update

There is no update at present.

d. Electrical / Hydraulic proposal

For details of the proposal: see the presentation

The proposed solution would greatly reduce the generator size and the running costs of the FB. It would also be a “greener vessel”.

This needs to be investigated further so we can take a decision on this asap.

Action: MMSL to complete the proposal

Date: 6th April

By: MMSL

e. Pilothouse:

BCTQ would like to see two points clarified:

- The visibility for the pilot
- Allowing for 2 doors (the concept of MMSL is with one door only at the moment)

Action: MMSL to work on a 3D model to discuss the two alternatives

Date: 14th April

By: MMSL

f. Paint Specification:

Tim Light would like to discuss the paint specification and will send the spec used on the King Harry for info to MMSL.

Action: MMSL and TL to discuss and agree on the paint spec

Date: 31st March

By: MMSL / IoW