

## Meeting Notes

### **Project 4038: Floating Bridge for the IoW**

**Location: Mainstay Marine Solutions Ltd, Pembroke Dock**

**Date: 6<sup>th</sup> July 2016**

#### **Present**

Sean Newton (SN)	Commercial Services Manager	Isle of Wight Council
Tim Light (TL)	Managing Director	King Henry Ferry
Tim Hope	Technical Consultant	BCTQ
David Williams	Technical Consultant	BCTQ
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
Vaughan Griffiths	Operations Manager	Mainstay Marine Solutions Ltd
Meurig Jenkins (MJ)	Financial Director	Mainstay Marine Solutions Ltd
Pol van Steelant (PvS)	Project Manager	Mainstay Marine Solutions Ltd

MMSL Mainstay Marine

IOW IOW team of representatives

MCA Maritime & Coastguard Agency

Tim Hope and David Williams joined the meeting through a conference call.

#### Agenda

- Health & Safety
- Workshop 8 Walkabout
- Project Plan Overview
- Minutes last meeting – Outstanding actions
- New Issues
- AOB

## 1. Project Plan Overview:

The ordering of the steel for the superstructure, ramps and pilothouse is behind schedule.

Action: Weekly Gantt chart update

Date: ongoing

By: MMSL

Present Gantt chart added.



## 2. Minutes last meeting – update/outstanding actions

Contractual:

- Payments and Milestones

The milestone for end of May was signed off mid June.

The milestone for end of June was signed off.

Due to changes in the planning on how to construct the FB, we will need to do a review of the milestones before the end of July.

Action: VO with the reviewed milestones till the end of the project

Date: 22<sup>nd</sup> July

By: MMSL (Pol), IoW (Tim)

- Interaction MMSL – BCTQ – MCA:

There is a strong feeling that we still spend too much effort and time on certain technically detailed issues which then impacts on the timeline of the project. Restarting the conference calls needs to be done. We need to make sure that in this phase of the project we focus on the priorities and take a pragmatic approach. A list of remaining questions will be generated, especially when there is a marked difference in the interpretation of the ITT by us, BCTQ and the MCA (as a provider of the standards and guidelines).

As an example, there was discussion on sole plates in steel rather than aluminium.

Action: Restarting the conference calls – frequency Mon/Wedn/Fri

Date: 11<sup>th</sup> July

By: MMSL (ML) and BCTQ (JW)

Action: Generating a list with proposed specification changes. This list to be discussed with MCA (Simon Graves) and BCTQ

Date: 21<sup>st</sup> July

By: MMSL (ML)



Technical:

- Stability book

There are discrepancies in the calculations between MCA and MMSL. This is being investigated and we should have a solution within the next couple of days. This will then allow for the exemption letter.

Action: Follow up / co-ordinate

Date: 31<sup>st</sup> July

By: MMSL (ML) / MCA

- CCTV plan

Camera coverage drawings have not been shared with BCTQ yet. Complete proposal, including drawings of coverage, types of camera and coverage, recording mechanism etc., to be prepared and sent for review.

Action: Generate complete proposal

Date: 20<sup>th</sup> July

By: MMSL (ML) / BCTQ (JW)

- Ticketing requirements

Jerry Ware from Premier Solutions and Simon Churchill from MMSL to discuss detailed requirements for the ticketing. The equipment will be supplied by the client but the installation will be done by MMSL. A VO will be generated accordingly.

Action: To outline the requirements and generate the VO accordingly

Date: 31<sup>st</sup> July

By: MMSL (ML) / Premier Solutions

- Pilothouse:

The points listed in the previous report are being taken into account in the design and there is no need for an additional VO at present.

The ventilation of the pilothouse was discussed. No to opening windows but what about forced air. There was also a request from IoW to send a quote for the cost of an aircon. Additionally there was a request for downlighters and map/chart lights in the pilothouse.

Action: Submit quote for aircon

Date: 28<sup>th</sup> July

By: MMSL (ML)

- Advertising / Layout

The ITT stipulates 2 big LCD screens, there was a suggestion to add 4 more screens but that is not the case.

The interior of the passenger compartment to be modelled by MMSL so IoW can determine advertising arrangements and opportunities.

The alternatives for the layout (seating) have been developed and a quote will be submitted to IoW.

Action: Modelling

Date: 22<sup>nd</sup> July

By: MMSL (ML)

Action: Quote

Date: 15<sup>th</sup> July

By: MMSL (ML)

- Housing for defibrillator

No further action required

- Surveyor from BCTQ

The surveyor from BCTQ has visited the site and will co-ordinate visits with the release of approved structural drawings from the MCA. Next visit planned towards the end of July.

No further action required.

- Is there a need for the provision of anchors ?

No further action required. VO-005 accepted.



### 3. New issues

- Ramps operation

It was agreed that a meeting will be held at IoW to discuss the operation of the ramps. Kevin Lewis, Mel Lewis, Gavin Sims, BCTQ and IoW to attend, including input from the Port Authority. This meeting will be scheduled in the week commencing 18<sup>th</sup> July.

Action: Schedule meeting

Date: 22<sup>nd</sup> July

By: MMSL (PvS), IoW

- Gates

Request to look at immobilising propulsion when deck gates are open.

Action: Discussion at Cowes meeting

Date: 22<sup>nd</sup> July

By: MMSL, IoW, BCTQ

- Barrier or traffic light control

Can the control of either a barrier or traffic lights be integrated into the controls of the FB.

Action: Information ref. barrier, traffic lights to be sent to MMSL

Date: 31<sup>st</sup> July

By: IoW

- Telemetry

Can both engine and generator monitoring be done remotely via datalink for diagnosis ?





Action: Initial proposal

Date: 31<sup>st</sup> July

By: MMSL (ML)

- Towage

No decision taken yet on which way to move the FB to the Isle of Wight.. MMSL to put together a document with options. Potential for VO

Action: Initial proposal(s)

Date: 31<sup>st</sup> July

By: MMSL (KL)

Next Steering Committee Meeting: Tuesday 16<sup>th</sup> August



