

Annex 4: Independent Technical Adviser(s) Activities – UK Search and Rescue Second-Generation (UKSAR2G) Procurement Project.

The activities listed below indicate the range of tasks which the Independent Technical Advisor(s) will contribute to, on a Call Off basis, during the UKSAR2G procurement process. Further activities may be required of the Independent Technical Advisor(s), on a Call Off basis, depending on progress of the procurement and contract acceptance.

Key Activities	Detailed Comments about Activities	Outputs	Expected Phase(s) for Activities
Work Package 1 Provision of Aviation Advice	Will provide independent technical support on request from the MCA, with written comments in a report to the Authority, within 10 working days from task acceptance, on matters relating to: <ul style="list-style-type: none"> • The operation of Helicopter Search and Rescue systems • Fixed wing Counter Pollution/Aerial Surveillance and Spray activities • Unmanned air systems and • Aviation matters in general. 	<ol style="list-style-type: none"> 1. Provide a written report to the Authority. 	Time Period – duration of the procurement and acceptance phase of the contract Phase 0-7 and Mobilisation Phase
Work Package 2 Independent Review of Single Statement of User Need (SSUN) for aviation procurement activities	<ul style="list-style-type: none"> • Review the SSUN. • Provide written comments in a report to the Authority within 10 working days from task acceptance. • Meet with MCA Aviation to discuss the comments and agree inclusions and omissions. • Following redraft by MCA, review latest draft. • All work, except meetings, can be carried out remotely at the contractor's site <p><i>Note: - It will be the responsibility of the Authority to write and maintain the SSUN</i></p>	<ol style="list-style-type: none"> 1. Provide a written report of the SSUN review. 2. Provide assurance letter to the SRO detailing the agreement of the SSUN. 	Time Period – duration of the Requirements and ITT phase of the contract Phase 0 (SOBC) Phase 1 (OBC) Phase 2 (ITT)

<p>Work package *3 Independent review of the Transition and Acceptance documents</p>	<ul style="list-style-type: none"> • Review the transition and acceptance documentation. • Provide written comments in a report to the Authority within 10 working days from task acceptance. • Meet with MCA Aviation to discuss the comments and agree inclusions and omissions. • Following redraft by MCA, review latest draft. • All work, except meetings, can be carried out remotely at the contractor's site • <i>Note: - It will be the responsibility of the Authority to write and maintain the Transition and Acceptance documents</i> 	<ol style="list-style-type: none"> 1. Provide a written report of the Transition and Acceptance documentation review. 2. Provide assurance letter to the SRO detailing the agreement of the Transition and Acceptance documentation. 	<p>Time Period – duration of the procurement and acceptance phase of the contract</p> <p>Phase 0-7 and Mobilisation Phase</p>
<p>Work Package 4 Independent Review of MCA Aviation Technical Contract Documents</p>	<ul style="list-style-type: none"> • Review Aviation Technical Contract Documents as instructed by the MCA Aviation Technical Team. To include but not limited to: <ul style="list-style-type: none"> ○ Review of ITT requirement section ○ Capability demonstration scenarios • This activity shall be completed within 10 working day from task acceptance. • Meet with the Aviation team to discuss the comments and agree inclusions and omissions. • Following redraft by MCA, review latest draft. • All work, except meetings, can be carried out remotely at the contractor's site • <i>Note: - It will be the responsibility of the Authority to produce and maintain the Contractual Documents</i> 	<ol style="list-style-type: none"> 1. Provide a written report of the Technical Contract Documents reviewed and meet with the technical team to discuss and sentence observations/findings 2. Provide assurance letter to the SRO detailing the agreement of the relevant technical contract documentation. 	<p>Time Period – from “Bid Development” to “Final Bid Evaluation” phase of the contract.</p>

<p>Work Package 5 Provide parametric costing advice to the MCA Aviation Team</p>	<ul style="list-style-type: none"> • Use industry experience to assess the likely cost of major elements of the service delivery. 	<ol style="list-style-type: none"> 1. Provide written report of likely technical cost breakdown 	<p>Time Period – from “Bid Development” to “Final Bid Evaluation” phase of the contract.</p> <p>Phase 3 (Bid Eval).to Phase 6 (Final Eval).</p>
<p>Work Package 6 Independent Support for the Technical Evaluation of Tender Bid responses from Industry</p>	<ul style="list-style-type: none"> • Act as a Technical evaluator for ITT bids to aviation contracts. • Act as a member of the Technical consensus team member for ITT bids to aviation contracts. • Act as a member of the Technical moderation team member for ITT bids to aviation contracts. 	<ol style="list-style-type: none"> 1. Provide an independent aviation evaluation for ITT bid responses from Industry. 	<p>Time Period – from “Bid Development” to “Final Bid Evaluation” phase of the contract.</p> <p>Phase 3 (Bid Eval). Phase 6 (Final Eval).</p>
<p>Work Package 7 Support for Acceptance of Contracted Aviation Services following contract award</p>	<ul style="list-style-type: none"> • Travel to suppliers’ site to conduct the Acceptance Activity. which will be carried out against the acceptance schedule agreed between the supplier and Authority during the evaluation. • Duration could be up to four days, with the requirement to produce a written report during and on completion of the visit. • It is estimated that each Acceptance event will take up to 5 days man effort. • Provide a written report within 5 working days of task completion. • The Independent aviation SME will be advised in advance of any Acceptance activity, scope of work, review requirements and dates. 	<ol style="list-style-type: none"> 1. In respect of each acceptance activity undertaken, produce a comprehensive written report.: <ol style="list-style-type: none"> a. Each report must include the identification of any areas of non-compliance. b. Actions to be taken. c. Confirmation of any rectification undertaken, recommendations for improvement d. Instances of best practice that merit wider dissemination 	<p>Time Period – Mobilisation Phase post contract award.</p>

<p>Work Package 8 Optional Tasks</p>	<p>There may be occasions where additional tasks are required to be undertaken. These optional tasks are as follows.</p> <ul style="list-style-type: none"> • The Contractor may be invited to attend Contract Review meetings and other meetings with the MCA and between the MCA and service providers as required. • Provide support to the Agency with issues potentially impacting upon operational activities from changes to aviation industry regulation. • Provide support with ongoing assurances of any technical upgrades effecting rotary, fixed wing aircraft and unmanned air systems. • Provide support with the review of operations; 	<p>1. To be agreed with the MCA when commissioned to undertake one or more of the optional tasks.</p>	<p>Time Period – duration of the procurement and acceptance phase of the contract.</p> <p>Phase 0-7 and Mobilisation Phase.</p>
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