**Transportation and Disposal of Time Expired Pyrotechnics (TEPs) from Selected MCA Sites**

Q. Can we conduct a site visits?

A. Yes, arrangements need to be conducted through the MCA procurement branch.

1. What actual quantities have been accepted by the MCA for the previous three years?

A. In the last four years the following number of items have been collected:

|  |  |  |  |
| --- | --- | --- | --- |
| Year  2014 | Site Vists no.  45 | Total NEQ.  2257.522 | Total number of TEP’s collected  9815 |
| 2015 | 49 | 2355.368 | 10241 |
| 2016 | 37 | 1662.489 | 7228 |
| 2017 YTD | 12 | 523.661 | 2277 |

Q. In the introduction it mentions 9 generic types of TEPs but there are 12 listed?

A. Under the MCA safe system of work marine pyrotechnics have been classified into nine generic types to enable us to account for pyrotechnic items stored and carried and to aid identification of marine pyrotechnic articles and ordnance. The 9 generic types have been made up of commonly available marine pyrotechnics manufactured by a number of different suppliers, therefore more than one sort of pyrotechnic maybe classified into one of the generic categories. The nine generic types are also sub-categorised into projection hazards and non-projection hazards to reinforce the MCA’s safe system of work.

Q. Is there a current storage facilities asset register showing status etc?

A. The larger stores are listed on the MCA Asset Register.

Q. Have the explosive stores and other items related to the service provision undergone periodic refurbishment or are they in need of overall refurbishment?

A. They have been maintained to a workable standard throughout the contract period and are in good condition. Each store is inspected for damage and routine maintenance is undertaken if required as part of each collection visit. The current stores have been manufactured to have a useable life of at least 10 years. We have asked bidders as part of their submissions to propose an initial assessment for all of the stores and a phased replacement programme for those stores that are significantly deteriorated.

1. Are arrangements and approvals in place to destroy the store contents on Shetland, Stornoway and Northern Ireland?

A. Current arrangements are in place. Any localised burning would be the responsibility of the appointed contractor to liaise with local land owners and local authorities.

Q. How many disposal/burns of TEPs have taken place at the Islands of Shetland, Stornoway and Northern Ireland in the previous three years?

A. 14/15 Stornoway - 0 collection/burn

15/16 Stornoway - 1 collection/burn

16/17 Stornoway 1 collection/burn

14/15 Shetland 1 collection/burn

15/16 Shetland 1 collection/burn

16/17 Shetland 2 collections/burns

14/15 Belfast 1 collection/burn

15/16 Belfast 2 collections/burns

16/17 Belfast 2 collections/burns

1. Who authorised the burns in situ / in public areas?
2. It is the contractors responsibility to identify a suitable site/location and permissions i.e landowners and local authorities at each location to undertake any burning activity if required.
3. Who authorises the movement of articles deemed unsafe to transport a minimum distance to an appropriate disposal site?

A. Under the Carriage of Dangerous Goods by Road Regulations commonly referred to as the ADR HM Coastguard as an Emergency Service may utilise the exemptions laid down in Part 1.1.3.1 (d) & (e). The specific Exemptions applicable are:

Carriage undertaken by the competent authorities for the emergency response or under their supervision insofar as carriage is necessary in relation to the emergency response

Emergency transport intended to save life or protect the environment.

When the above exemptions are to be utilised by the contractor an HM Coastguard Officer will accompany the contractor to a duly licensed disposal site.

Q. What is the current procedure for emptying and burning during pickups?

A. For items which have been deemed as a pass and stored in the main store it is expected that the boxes of TEPs which will have been appropriately annotated should be removed for disposal by the contractor in a suitably licensed vehicle under the ADR and taken to a licensed disposal site for destruction. As part of the MCA Safe System of Work the contractor should undertake a random inspection of boxes (normally approx. 10%) to satisfy themselves that package and carriage conditions have been met, this condition has been accounted for within the MCA Standard Operating Procedures.

Where an item has been classed as a fail and therefore deemed to have a higher hazard classification the contractor would be expected to inspect these items to decide whether the item would fall within the current UN classification for transport or whether it poses a significant hazard and should be disposed of through a more localised burn. In the event of the latter the above process should be followed, The contractor should ensure that local disposal sites have been identified and that arrangements are in place to use these sites.

1. Is there a current site risk register for the 19 locations?

A. Yes

1. In relation to maintaining legislative compliance, is the MCA aware of the European Track & Trace Directive? In essence, by April 2015, it will be a statutory requirement that every civil explosives item throughout Europe should bear a unique number and that records are maintained of the item’s location; the obligation to maintain the record of each explosives item rests with the company or person to whom custody is with As the explosives items pass along the supply chain, data relating to each individual explosives item shall be transferred.

A. As per the specification it would be for the contractor to advise MCA on any legislative changes that will impact the system over the full contractual period starting From December 2017.

Q. Who owns the current online manifest system and what licences are in place for it to operate?

A. The online manifest system is owned, operated and hosted by the incumbent contractor.

Q. What plans are in place to migrate extant data to a new system if one if requires?

A. Under the current licence conditions the MCA is required to hold a manifest of all pyrotechnics held on its site. This manifest information will be made available at the commencement of the contract.

Q. Where is the IT system hosted: on site or third party?

A. Third Party.

Q. Is a functional specification available if we are required to develop a new manifest system?

A. The system is very simplistic and as such a functional specification would not be necessary the system will need to simply identify holdings at each site, identify action officer, provide access to site users, the contractor, and provide MCA with a Management overview as per the specification, Proposals for both a paper based as well as electronic manifest system are acceptable, however in line with our sustainability policies and in the interests of efficiency a basic electronic offering would be preferable. The contractor will also be responsible for ensuring that the system can be accessed via MCA systems.

Q, What are the current levels of security used to protect/maintain data integrity?

A. Any online manifest information must meet the MCA’s data security policy.

A manifest system would need to fully comply with all current data protection legislation and requirements, however as the system only needs to contain basic information such as site detail and numbers of items this can be easily adhered to.

Any proposal will need to be discussed with the MCA’s Class Consultant to ensure that it meets all online data security requirements for both the MCA and Department of Transport.

Q. The specification requires tenderers to provide details of how they will achieve the online manifest system. Given the timescales and the potential requirement to build the manifest system from scratch, the current contractor has an unfair advantage, and we should be allowed an extension to develop the manifest system to the required specification.-

A. An outline proposal of a manifest system would be acceptable at this stage, together with a projected completion date.

Q. The tender specifies that the training package should identify the agreed handover point at which the MOD must be requested to respond. What is the current MOD role and level of support to this task?

A. The MoD has a statutory duty to respond to items which have been identified or are suspected to be military ordnance. The MCA provides training to its Coastguard Rescue Officers to enable them to distinguish between marine pyrotechnics and ordnance. In the event that an item is suspected of being military ordnance the MCA’s safe system of work requires that a cordon is established around the item and that the Maritime Rescue Coordination Centre informs the Joint Services Explosive Ordnance Disposal Operations Centre who should task a military Explosive Ordnance Disposal team to the scene to dispose of the item.

Q. How many fibreboard containers (UN 4G/Y25/S/\*\*/GB/58190 have been used over the previous three years of the contact?

A.

|  |  |
| --- | --- |
| **Year** | **Boxes Used** |
| April 2014 – March 2015 | 469 |
| April 2015 – March 2016 | 310 |
| April 2016 – March 2017 | 233 |
| April 2017 - Present | 81 |
| **Total** | **1083** |

Q. Specification states that the transport box should be approved for the transport of up to 5 KG NEC of mixed pyrotechnics, but goes on to states that replacements should be licensed to hold up to 9KG, 5KG and 3KG

A. The current MCA safe system of work includes two sizes of transport box, the larger box is licensed to hold up to 5kg NEC, and the smaller box is licensed to hold up to 3kg NEC for transport in Coastguard Rescue Response Vehicles in accordance with the ADR. The Transport boxes are also used to act as segregation cages at main store sites for items which have been deemed to have a higher hazard classification. These boxes fit in to the Segregation Unit which are separated from the main store to ensure licence compliance, Under the MCA site licences issued under the MSER the larger transport box is permitted to hold up to 9kg NEC and the smaller box retains its 3kgs licence.

Q. As with the explosive stores, who supplied and funded the current the transportable container? Was it supplied by the current contractor and purchased by the MCA? If this is the case, then this requirement will unfairly benefit the current contactor.

A. The current transport boxes were supplied by the current contractor but testing was funded by the MCA as part of the contract costs, all transport boxes and segregation cages are owned by the MCA. In the event that a box was to fail we would only require that a similar compliant box would be required

Q How many of these boxes have been used in the previous three years of the contract?

A. Each licensed site has both one large and one small transport box which are used as segregation cages for the segregation units. Each of the Coastal Areas has a large transport box as do Coastguard Rescue Teams with a vehicle at Island locations. All other Coastguard Rescue Teams with a vehicle hold a smaller transport box. In total the MCA holds approx 400 transport boxes. Over the last 4 years no transport box nor segregation cage has required replacement.

Q. What transition arrangements will be put in place if the contractor does change, to fully maintain current activities: assessment, storage, transport and disposal of TEP's.

A. Pyrotechnic levels within the stores will be evaluated by the MCA prior to contract commencement to ensure a smooth transition including the transfer of any data. This new contract will commence from 7th December 2017. The time period allowed for this procurement process ensures sufficient time will be available to address any queries.

Q. The current condition of the stores by location.-

A. As above, no issues all maintained to a good condition by the current contractor however we will require a phased replacement over the course of this contract.

Q. An example of the 'proof of destruction document'.-

1. These are provided by our incumbent contractor.

The following details are included on the certificate:

* Certification Number
* Job number/ Client
* Task Number(s)
* Disposal Country
* Description of Disposal
* Date Items received
* Date items disposed

Q Can you provide the operating protocols

A. OAN 733 is the MCA’s Operational Detail documents, however Annexes 2, 3, and 4 do not relate to this aspect of the contract. It should also be noted that the information contained within the OAN is the property of the MCA and is solely for the use of MCA.

OAN 733



Annex 1

Annex 5



Annex 6

Q. Copies of all site explosive licenses and their review dates.-

A. we have an HSE licence for each designated collection and storage site, during the life of this contract MCA will lead on all licensing issues and liaising with the HSE.

Q. A list of the HSE inspectors and sites which they cover –

A. [Sally.LloydDavies@hse.gsi.gov.uk](mailto:Sally.LloydDavies@hse.gsi.gov.uk) deals with MCA enquiries.

Q .Are photos and sizes of storage facilities available?

A. Photos available on request and site visits welcomed.

Q. Reference Emergency repairs to existing storage units what state of repair are they in at this point in time?

A. They have been maintained to a workable standard throughout the contract period and are in good condition.

Q. Ongoing provision of fibreboard containers. Approx how many are required every year

A.

|  |  |
| --- | --- |
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Q. Can you please provide an example disposal certificate of the latest batch of TEPS that we assume should be signed off by a third party and not the current contractor?

A. This document is by provided our incumbent contractor. The Managing Director of the incumbent contractor signs off these documents.

The following detail are include on the certificate:

* Certification Number
* Job number/ Client
* Task Number(s)
* Disposal Country
* Description of Disposal
* Date Items received
* Date items disposed

Q. Is there a time limit from the collection of the TEPS and the subsequent disposal. If so what is the time limit?

A. No, we would expect TEPS to be disposed of within a reasonable period of time and that any storage prior to disposal must be in compliance of the MSER through an appropriately licensed site.

Q. Can we quote for collections on a weight basis as opposed to location?

A. Yes fixed price proposals for collections by either weight/quantity or location are acceptable.