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Agenda Item 7 MEVA III Implementation: Review of MEVA III Contractual Matters

REVIEW OF MEVA III CONTRACTUAL MATTERS

(Presented by COMSOFT: Dominik Koch)

EXECUTIVE SUMMARY

According to the request of MEVA III TF and actions in the last weeks/months, COMSOFT prepared the latest version of the status of the contract negotiation procedure with each MEVA III Member State.

References:

- Change Request Forms
- Service Level Agreement (SLA)

1. Introduction

1.1 In accordance to ICAO's Tender (Sealed Tender ST-22501390) and the invitation for contract negotiation by ICAO in December 2013, COMSOFT started the contract negotiation procedure with each MEVA III Member State.

1.2 In parallel, MEVA III TF and COMSOFT negotiated the Service Level Agreement (SLA) which will be apply as a general document of the MEVA III Network and be part of each individual contract.

2. Negotiation Procedure

2.1 Based on the situation that COMSOFT has to negotiate the MEVA III contract with each Member State on an individual basis, COMSOFT decided to perform the negotiation procedure as follows.

- Preparation and submission of a dedicated Framework Agreement
- Negotiation and definition of Change Requests by the Member States
- Definition of Service / Delivery Package of each Member State
- Preparation of final contract documentation (Framework Agreement, SLA, Attachments)

3. Service Level Agreement

3.1 COMSOFT submitted a draft of a dedicated Service Level Agreement (SLA) to MEVA III TF for review and comments / change requests.

3.2 The change request process of the Service Level Agreement was finalized in May 2014 and the final version of the Service Level Agreement (English version) was submitted and approved by MEVA III TF.

3.3 COMSOFT translates the finalized Service Level Agreement into Spanish and will submit this version to MEVA III TF as well in week 22 (End of May 2014).

4. Status of Contract Negotiation Procedure

4.1 The table below was developed by MEVA III TF and COMSOFT to get an overview of the status of the contract negotiation procedure with each Member State.

4.2 The latest version of such status is dated for 23 May 2014.

APPENDIX
STATUS OF THE CONTRACT NEGOTIATION PROCEDURE

MEVA Member State	Required Contract (Eng/Spa)	Contract status			Observations Inform if: leased/purchase ICAO contract/ individual contract Single/dual chain configuration Additional items like spare parts, etc.	Concerns in Contract
		(revised SLA annex to be available by 14 March) Main Framework	Awaiting COMSOFT's Response	Target date of Contract signature TMG 27 agreement: end of February		
Aruba	Eng	Done by 21 May 2014	COMSOFT received Aruba's comments / change request on the updated Framework Agreement and responded already back. COMSOFT is waiting for Aruba's final approval for signature.	Middle of June 2014	Leased option Individual Contract Dual chain configuration UPS Option Measuring Equipment & Tools option	
Cuba	Spa	Done by 21 May 2014	ICAO, Cuba and COMSOFT are already in contact. COMSOFT is waiting for the draft contract prepared by ICAO TCB.	End of July 2014	Single chain Leased Option Spare Parts	Contract through ICAO TCB
Dominican Republic	Spa	Done by 21 May 2014	Closed / formal action for signature – dated 10 April 2014. COMSOFT is waiting for the approval of the modified Framework Agreement for final signature.	Middle of June 2014	Leased option Individual Contract Dual chain configuration Spare Parts	
USA	Eng	Done by 21 May 2014	COMSOFT is waiting for the comments of FAA, which are agreed to discuss it while the TMG/28.	June / July 2014	Leased Option Dual Chain	
Haiti	Eng	Done by 21 May 2014	Closed / formal action for signature COMSOFT is waiting for the approval of the modified Framework Agreement for final signature.	Middle of June 2014	Leased option Individual Contract Dual chain configuration	

COCESNA	Spa	Done by 21 May 2014	Under clarification COCESNA / COMSOFT. COMSOFT is waiting of COCESNA comments on the modified Framework Agreement and approval of COMSOFT's response.	End of June 2014	Leased Option Single Chain Individual Contract	
Mexico	Spa	Done by 21 May 2014	COMSOFT already contacted Mexico to start the negotiation procedure and is waiting for Mexico's response	July 2014		Definition of site configuration is required
Sint Maarten	Eng	Done by 21 May 2014	Sint Maarten needs to respond. Sint Maarten and COMSOFT coordinate a teleconference within next days to discuss the comments for clarification.	July 2014	Leased Option Single Chain	
Jamaica	Eng	Done by 21 May 2014	COMSOFT is waiting for the response / comments from Jamaica	July 2014	Leased Option Single Chain Spare Parts	
Cayman Islands	Eng	Done by 21 May 2014	COMSOFT is waiting for the response / approval on the initial change requests of Cayman Islands	June / July 2014	Leased option Individual contract Single chain configuration Spare Parts Measuring Equipment & Tools (to support 1 st level maintenance)	Site survey done on Feb. 21, 2014. VSAT Dish antenna is owned by Cayman Islands and can be reused, if deemed suitable. All other existing equipment plus cabinet is owned by SES and will be returned to SES.
Bahamas, Freeport	Eng	Done by 21 May 2014	Bahamas / COMSOFT is in contact to clarify the last change requests of the updated Framework Agreement	July 2014	Leased option Individual contract Single chain	
Bahamas, Nassau	Eng	Done by 21 May 2014	Bahamas / COMSOFT is in contact to clarify the last change requests of the updated Framework Agreement	July 2014	Leased Option Individual contract Single chain	2 new nodes included: Moss Town (Exuma) and Marsh Harbour
Curacao	Eng	Done by 21 May 2014	Curacao approved the initial version of the Framework Agreement. COMSOFT is waiting for the comments / approval on the updated Framework Agreement	June / July 2014	Leased option. Individual contract Single chain	

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Panama	Spa	Done by 21 May 2014	COMSOFT is waiting for the draft contract prepared by ICAO TCB.	End of July 2014	Leased option Single chain Spare parts	Contract through ICAO TCB
REDDIG	Spa	Done by 21 May 2014	ICAO SAM Office / COMSOFT agreed on ICAO's contract conditions and were sent to ICAO TCB. COMSOFT is waiting of ICAO's TCB response and the final contract for signature	End of July 2014	Leased option Single chain	MEVA sites Bogotá, Colombia Caracas, Venezuela

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