

## MC-20 UNIFIED COMMAND PROCESS FOR CONSIDERATION OF SOCLICITED AND UNSOLICITED PROPOSALS

- I. At any time during the response, UC members may be introduced to or may become aware of existing concepts/technologies that could potentially assist UC response objectives.
- II. The UC will consider all proposals from external parties that meet requirements listed below.
- III. All UC members shall have the same opportunity to learn more about each external party, concept, and technology for potential application at the MC-20 site.
- IV. Upon receipt of a communication (in person, phone, letter or email correspondence) from an external party, the following steps will be taken:
  - A. The contacted UC member will notify all three Incident Commanders (IC) of the communication by email and provide a brief (1-2 pages) description of the proposed concept/technology. The contacted UC member will forward a copy of *Known Conditions at MC20* to the external party.
  - B. In order to ensure that the proposal merits consideration by the UC, each IC has the option to forward the external party basic written questions as to the potential applicability of the proposed concept/technology to the MC-20 site. All three ICs will be provided with any questions posed to the external party. Additionally, the external party should copy all ICs on any communications associated with responses to those questions.
  - C. Upon notification to all three ICs, the contacted UC member will work with the MC-20 UC meeting coordinator to add that external party to the selection roster for consideration of a presentation at a future UC meeting.
  - D. No more than one (1) presentation will be scheduled at any UC meeting. A selection of an external party for UC presentation will be made by the ICs after consideration of the external party's concept/technology as it relates to MC20 Response Objectives.
  - E. As soon as the presentation date is confirmed by the UC meeting coordinator, the exact date and time will be communicated to the external party by the contacted UC member.



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- F. The external party will be asked to provide a brief (1-2 pages - updated as necessary from any Q&A between ICs) description of its concept/technology, along with a slide presentation (Power Point or PDF) that describes the potential application at the MC-20 site. These read-ahead materials will be distributed to all UC members at least one week prior to the scheduled presentation date. Failure to provide such information will result in external party being removed from the UC agenda.
- G. 60 minutes will be allotted for each external presentation – roughly 45 minutes for actual presentation followed by 15 minutes for questions. This agenda item will be scheduled as the last topic for the UC meeting.
- H. The presenter should be prepared to discuss or take questions on the following topics, which will be provided to him when a presentation is scheduled for UC consideration. The presenting party has the discretion to decide whether information on these topics is included in the read-ahead materials or is provided at the UC meeting:
  - i. History of previous and successful application of proposed concept/technology during past projects, and if applicable, testing/industry certification on proposed equipment
  - ii. How the concept's/technology's prior application is different from the proposed application or different from existing equipment or technology conventionally applied to similar response scenarios
  - iii. Explanation of detailed operational procedures, including required equipment and the installation process. Operational procedures should address capture/storage/drainage for containment concepts.
  - iv. Any limitations related to its application at the MC-20 site
  - v. Any proposed or required disclaimers (from presenting party or other anticipated subcontractors to presenting party)
  - vi. References (including company/contact/phone#) from past performance, preferably for projects related to the proposed application at the MC-20 site
  - vii. Itemization of what MC-20 data has been supplied to the presenting party and by whom.
  - viii. Any assumptions being made due to lack of MC-20 data

Approved: August 24, 2016

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