



Minutes of the Mandatory Site Meeting

**Request for Proposals ES-24-07
Cell Two Grubbing and Grinding - FBRL**

**Wednesday, April 24, 2024
9:00 a.m. at the Foothills Boulevard Regional Landfill**

Staff Present:

Darwin Paton, Environmental Services Technologist
Janet Todoruk, Environmental Services Assistant
Darren Wahl, Manager of Solid Waste Operations

Companies Present:

Twin Rivers Development
Drake Resources
Roga Group
Freya Logging

Introduction and sign in sheet completed.

The meeting started at 9:00 a.m.

Brief review of the RFP in main parking lot

Drove to the site area, (Eastern log dump next to compost area), to view the entire Cell Two – Walked to the eastern kettle

Reviewed the Purpose and Scope of Work on Page 12 of the RFP

- Grubbing and grinding activities on approximately seven (7) hectares
- Material can be removed and grinded elsewhere if needed.
- Commencement will be no later than June 10, 2024
- Grubbing and Grinding activities will be completed by September 30, 2024, leaving bare earth over the entire seven (7) hectares
- Grubbing agreed upon depth is 30 cm or bare dirt

May 1 at 1:00 pm is the last day for questions.

- All questions must come in by email, not by phone
- Everyone that submits an Acknowledgement Letter will receive notice of the Addendums.

Contract will be awarded at Board on May 23, 2024

Question: Do you want unit based or lump based, I see both referenced in the RFP?

Answer: The RFP is asking for the lump sum; the only unit price would be the 30cm depth which will be how you came to your lump sum at the end.

Discussion on the pricing and how to submit it - must refer to the RFP.

Question: Do we have to price each of 4 separate items outlined in the RFP?

Answer: Yes, a cost estimate detailing the 4 items described in Section 5.0 Financial Proposal and how you got to your final lump sum cost. As per the RFP we will only be evaluating on the criteria described within the document.

Referred to the Contour Map which is attached to the RFP.

- The site area will be flagged off prior to the start date.
- All log piles in or outside the flagged area are to be removed and ground.
- The gully is included in the area.

Question: Is the criteria in the proposal the only criteria being evaluated?

Answer: Yes

Question: Is there a road alongside the fence

Answer: Yes, the entire perimeter area has very good vehicle access along with equipment access points within the work area

Meeting Adjourned 9:30 a.m.