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**Minutes of the Mandatory Site Meeting**

**Invitation to Tender ES-24-11  
Compaction and Cover Services – Foothills Boulevard Regional Landfill**

**Friday, August 9, 2024**

9:00 a.m. at the Foothills Boulevard Regional Landfill

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Staff Present: Laura Zapotichny, General Manager of Environmental Services  
Darren Wahl, Manager of Solid Waste Operations  
Janet Todoruk, ES Administrative Coordinator  
Jason Dodd, Field Supervisor  
Jerry Rink, Field Supervisor

Companies Present:  
Twin Rivers Developments Ltd.  
Enviro-Ex Contracting Ltd.

Introduction and sign in sheet completed

Meeting started at 9:00 a.m.

Brief review of the Invitation to Tender such as:

- Introduction
- Instructions to Tenderer's
- Contract details
- Compaction and cover
- Cover extraction and borrow pit operations
- Ancillary Services
- Specific terms and conditions
- Contractor's equipment
- Contractor's operating personnel
- Fire control
- Site characterization
- Appendix B2 – General Conditions
- Appendix B4 – Checklist – make sure all required documents are included
- Appendix C6 – Schedule of Prices
- Appendix C8 – Conflict of Interest
- Maps
- Fuel charge – Canada index on the 1<sup>st</sup> day of the month

Daily cover is mainly dropped off in the borrow pit – all material moved is charged.

Contractor Question: How are the topographic surveys of the active landfill areas to be carried out?

Answer: This will be the contractor's decision, drones are a popular tool.

Contractor Question: Does the water tanker have to be kept full at all times, even throughout the winter months?

Answer: Fires do occasionally occur during the winter months, we do require the water tanker to be onsite and ready to go at all times. Please send in the question if you require a more detailed answer via an Addendum.

Contractor Question: Can we use a performance bond?

Answer: The tender asks for an Irrevocable Letter of Credit in the amount of \$150,000

Meeting Adjourned 9:40 a.m.