



**REGIONAL DISTRICT
of Fraser-Fort George**

Notes of the Mandatory Pre-Tender Site Meeting

**RFP CS 05-09
SHELLEY RIVERBANK EROSION PROTECTION –
ENGINEERING SERVICES**

Monday, August 31, 2009, 10:00 a.m. at 7895 Shelley Townsite Road

Engineers Present:

Williams Engineering
Forsite Consultants Ltd.
Triton Environmental Consultants Ltd.
Dayton & Knight Ltd.
DWB Consulting Services Ltd.
McElhanney Consulting Services
AMEC Engineering
EDI Environmental Dynamics Inc.

Staff Present:

Director Kevin Dunphy
Electoral Area 'F', Willow River-Upper Fraser

Terry McEachen
General Manager of Community and Development Services

Meredith Burmaster
Community Services Assistant

Carina Hanson
Community/Public Safety Assistant

Also Present:

Steve Bates, owner of 7895 Shelley Townsite Road

Notes Recorded By:

Carina Hanson

CALL TO ORDER:

Terry McEachen called the meeting to order at 10:00 a.m., introduced Regional District Staff and Steve Bates, and thanked everyone for attending.

Terry McEachen began the meeting explaining how the erosion protection project would be funded – 90% by the Province and 10% by the community. He confirmed that the deadline for submissions of proposals is September 9, 2009 and explained that the tight timelines for the project were due to Provincial funding deadlines for project completion by February 2010.

Terry compared the erosion protection work completed in 2007 to the project at hand and explained that two properties severely eroded in 2007 were considered an emergency and were funded 100% by the Province. Today's project recognizes the ongoing risk from river erosion, but also recognizes that there is a local responsibility to address the situation as well. This project is approximately 320m in length, compared to 80m in 2007.

Question:

Will this project be contingent on environmental approvals?

Yes, approvals are to be attained from Fisheries and Oceans Canada and the BC Ministry of Environment. Due to time constraints, Triton Environmental Consultants Ltd. has been contracted to obtain environmental approvals. An Addendum to Request for Proposals CS 05-09 will be prepared to omit any part referring to this work.

Question:

Has Spectra Energy been contacted for input on the project?

Several attempts have been made to contact Spectra. To date, Spectra has not responded.

It was advised that those submitting proposals be sure to submit the required acknowledgement letter and give attention to carefully noting their related experience as, again, due to time constraints, experience will be given high consideration. The methodology for evaluating submitted proposals is outlined in the Request for Proposals – Section 13.0.

October 14, 2009 has been set as the date for completion of the design work. Terry asked the attendees if this date was realistic. No response was received.

Construction is planned to follow immediately after completion of the design work and will continue through the winter months until completion.

ADJOURNMENT:

Receiving no further questions, the meeting adjourned 10:15 a.m. The meeting was followed by a walk along the riverbank to view the erosion. During this time, it was noted that access to the river through private properties affected by the erosion would be a possibility.