



**REGIONAL DISTRICT  
of Fraser-Fort George**

**Mandatory Site Meeting Minutes**

**ITQ CS 15-02 – Canoe Valley Recreation Centre Condenser Replacement  
Thursday, June 4, 2015, 10:00 a.m.  
at the Canoe Valley Recreation Centre, Valemount, BC**

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Staff Present: Lyle Lewis, Facilities Manager

Minutes Recorded By: Lyle Lewis, Facility Manager

**CALL TO ORDER:** Lyle Lewis called the meeting to order at 10:05 a.m.

**TENDER DOCUMENTS:**

Lyle Lewis presented an overview of the tender documents. Attendees were advised that an engineering consultant will assist in the review and scoring of the proposals submitted once the Invitation to Quote is closed.

A walk-through of the Canoe Valley Recreation Centre was conducted, highlighting the area where the condenser will be replaced at the back of the arena.

It was pointed out that Clause 12.4 is not required for this project, an addendum will be released to address this issue.

Attending contractors proceeded to gather information such as measurements and photos.

Site visit adjourned at 11:30 a.m.