

RDFFG Staff Present: D. Ferguson, Operations Leader
Minutes Recorded By: C. Paton, Service Centre Representative
Sign in Sheet: Contractors completed sign-in sheet
Call to Order: 10:00 a.m.

D. Ferguson:

Overview:

- Meeting called to order at 10:00 a.m.
- Reviewed landfill operational hours
- Reviewed site operating hours, contractor required to be on site during open hours
- Landfill open on statutory holidays, contractor to be on site
- Possibility that summer hours may change, contractor would be given 2 weeks advance written notice
- Reviewed historical refuse/cover quantities – approximately 78,000 tonnes compacted, approximately 42,000 m³ of cover material used

Site Expectations:

- Contractor to watch for controlled waste going to the face, and will not knowingly compact or cover
- typically controlled waste does not get to the face if Landfill staff are aware of it
- Asbestos and controlled waste do not go to the active face, disposed of separately in bermed area, use cell system for asbestos
- Contract requires a 2009 (or newer) compactor and 2013 (or newer (CAT)
- Contractor responsible to do test holes for compaction twice a year
- Contractor to maintain pad width of 25 to 30 metres on deck area with a lift height of 3 to 5 metres
- Alternate daily cover to be used 6 out of 7 days, full cover out on day 7
- Active face to be covered nightly
- Regional District provides site signage, if signage is inadvertently damaged by the contractor it is the Contractor's responsibility to replace
- Regional District is in charge of scatter control up to 200 metres around the transfer station, after that the Contractor is responsible
- Contractor to allocate a **minimum** 1500 man hours to scatter control per year, must keep record of man hours spent
- Contractor to maintain scatter fences
- Contractor to have 2 people on site at all times
- Compaction rate is to be a minimum of 750 kg/m³ per day
- Regional District currently logging to develop access to burrow pit area

Burrow Pit:

- Viewed the Burrow Pit and Free Cover areas
- Soils in the area mostly sand and sandy loam
- Logging on the edges of the burrow pit in the next few weeks
- Regional District does the logging
- Stumps, roots, etc. left in place to control erosion
- Contractor piles logging debris, debris is worked into the active face once it accumulates

Active Face:

- The current active face will expand across the existing deck area, will not get higher than the finished area during this contract duration
- Contractor responsible to maintain 2 wheel drive vehicle access to the active face
- Regional District has portable scatter fencing to be used for international waste
- International waste is considered controlled waste
- Minimal international waste received at landfill, maybe 6 cubic yards per year
- Landfill site is 100% fenced

**Questions and
Answers:**

Question: Is an excavator necessary to do the contract work?

Answer: It is the responsibility of the contractor to decide what equipment is needed to do the job but reading the contract you will see the use for an excavator.

Question: Is asphalt and concrete tonnage part of the volume of the contract?

Answer: Yes, but not usually, there are alternate disposal sites for asphalt and concrete. However, if asphalt and concrete are brought in then they are calculated into the total daily numbers.

Question: Is wood waste segregated, a separate face for DLC?

Answer: No.

Question: Is free cover material dumped at the active face?

Answer: No, cover material is dumped at the free cover area. When free cover is dumped at the active face it is as a 1/4 load payment method (as noted in the tender documents), because the contractor does not haul or excavate the material.

Question: Does the contractor's machine work the free cover?

Answer: Yes.

Question: Is the active face measured for cover every night?

Answer: Yes.

Question: If scatter mitigation goes over 1500 man hours does the Regional District pay for the overage?

Answer: No, contractor's responsibility.

Question: Where does Contractor figure in the cost of scatter control – tonnage or volume? Not shown as separate line on the schedule of prices.

Answer: At the discretion of the Contractor, recommend building into tonnage rate but up to the Contractor.

Question: Is international waste considered controlled waste?

Answer: Yes.

Question: What are the Regional District's plans for future wood waste diversion – will tonnage drop?

**Questions and
Answers Continued:**

Answer: No plans to divert wood waste or further diversion at this time. There is a potential for MMBC to impact tonnage.

Question: Does all waste generated in the Regional District come to Foothills Landfill?

Answer: No, there is a landfill in Mackenzie and some of the waste from the Transfer Stations north of PG go to Mackenzie and some comes to Prince George.

Question: Are there plans to shut down the Mackenzie landfill?

Answer: Not at this time.

Question: Was it mandatory in previous contracts for the Contractor to have 2 people on site at all times?

Answer: No, that is new to this contract.

Question: Is compaction volume measured on excavated material or surveyed volume?

Answer: Excavated volume.

Question: What time is the cut-off for commercial trucks coming into the landfill in the afternoon?

Answer: We work with companies to have a reasonable cut-off time, however, there are occasions when there are delays due to circumstances. We receive fill up to closing time but usually are done within the last 30 minutes of the day.

Question: Does the Regional District cover the contractors staffing cost for late loads coming in.

Answer: No, that is the contractor's responsibility.

Question: Who does dust suppression? Is calcium used?

Answer: The Regional District does dust suppression on primary roads and calcium is not used.

Question: Who does snow removal? May be trucked if it is in the way of operations

Answer: Regional District does the roads and tipping decks and the active face area is the contractor's responsibility.

Question: What is the life expectancy of the landfill?

Answer: 10-15 years in the existing footprint.

Question: Where do wood chips/grindings come from?

Answer: Mainly the pellet plant. Chips considered as clean cover.

Question: Does Contractor have to do trenching and move the portable fences for international waste?

Answer: Yes, until Regional District receives revised permit.

Question: Is there power and water available for the contractor?

Answer: No power available, fire hydrant available to fill portable water tank for fire suppression.

**Questions and
Answers Continued:**

Question: Can contractor wash their equipment on site?

Answer: No, cannot wash equipment on site.

Question: Is the equipment required to have ICBC plates when on site?

Answer: Private sites are not required to have plate but must have your insurance as per requirements.

Question: Who is responsible for (potential) low nesting birds in the burrow area?

Answer: The Regional District would be and we follow the WLAP Standards and Best Practices Guidelines.

Question: Who is the Prime Contractor?

Answer: The Regional District is noted in the Contract Documents as the Prime Contractor.

Closing Comments:

- Bid deposit of \$10,000 required
- Irrevocable Commercial Letter of Credit of \$120,000 required from successful bidder
- Acknowledgement letter required to be sent in for bidders to receive addendums
- Tender closes 10:00 a.m. Friday, May 23, 2014
- Public opening 10:15 a.m. Friday, May 23, 2014
- Anticipate award at June Board meeting, award and non-award letters then sent out
- Successful bidder would have approximately 6 weeks to get everything in place to commence contract August 1, 2014.

Adjournment at 11:00 No further questions meeting adjourned
