



Minutes of the Mandatory Site Meeting

**Invitation to Tender ES-19-16
Solid Waste Hauling Services – Mackenzie Regional Transfer Station**

Monday, September 23, 2019 11:00 a.m. at the Mackenzie Regional Transfer Station

Staff Present: Aaron Moberg, Environmental Services Field Supervisor
Anson Hardjojo, ES Solid Waste and Waste Diversion Coordinator

- Tenderers completed sign in sheet
- Discussed the layout of the transfer station from tender
- Entered and showed the transfer station layout on-site, including public traffic flow and hauling route
- Seen and noted to interested bidders the transfer station is still under construction

Question: Will the hauling be based on a schedule or a call out?

Answer: Currently the tender is set up on an on-call basis. The goal is to move towards setting a hauling schedule after a few months of starting the contract.

Question: Will the trailer have to be exactly 10 feet by 12 feet?

Answer: No, the 10 feet by 12 feet is the **maximum** size set by the Regional District to provide sufficient space for truck and trailer within transfer station building constraints.

Question: Can the trailer be slightly bigger than 10 feet?

Answer: Please see previous answer and refer to Section 4. Transport Trailer under Operational Specifications for trailer dimensions.

Question: Will the permits be covered by Regional District or the bidder?

Answer: Any permits related to the hauling contract are the responsibility of the successful bidder.

Other topics covered during mandatory site meeting:

The start date noted in the hauling tender is set on December 1st. However, December 1st may not be the operational start-up date of the transfer station. Advanced notice will be given to the successful bidder once the completion date of the facility is established.

Meeting Adjourned 11:20 a.m.