



RDFFG Staff Present: Laura Zapotichny, Waste Diversion Program Leader
Jason Dodd, Environmental Services Field Supervisor

Minutes Recorded By: Laura Zapotichny, Waste Diversion Program Leader

Sign in Sheet: Contractors completed sign-in sheet

Call to Order: 9:01 a.m.

J. Dodd

- Welcomed the interested parties to the Foothills Boulevard Regional Landfill
 - Tender is for the 6 roll off bins at the FBRL - 4 refuse, 1 metal and 1 yard and garden bin
 - Critical that the hauler responds within 1 hour of call out for bins
 - Question:** what happens if we get stuck in a big line up? How can we come in?
 - Answer:** the site has a bypass lane that remains closed to all traffic so it is possible bring a truck into the site and not have to wait in line
 - Bins can take approximately 20 minutes to cycle - on busy days can have 20 bins a day
 - Nothing in the contract states that the hauler is required to have a driver 'on site' for the duration of the day during the busy times, but the hauler is responsible to ensure the bins get hauled within the 1 hour time frame
 - Calls will originate from the scale house - hauler is required to provide a contact number
 - Attendants will inform the hauler when 1 bin is full and another bin is ½ to ¾ full giving some time for the hauler to arrive on site
 - Haulers may be informed of which bin number to haul when showing up on site - they need to check with the scale house when arriving on site (i.e.- may be important to haul bin 6 first)
 - Contractors to note hours of operation and that bin hauling may be required at any time, on all days, including all holidays except Christmas and New Year's Day when the site is closed.
 - Security Deposit is \$5,000.00 and Irrevocable Commercial Letter of Credit is \$25,000
 - Question:** can we provide the RD with a company cheque for the Security Deposit?
 - Answer:** security deposit can be either a certified cheque, a bank draft or a money order as specified in the ITT
 - All contractors to note the addendum and new closing date
 - Bins are considered 'full' when they are at the top of the metal bin ledge - NOT when materials are hitting the wooden backboard
 - Staff try to ensure site is as safe as possible - when hauling bins staff try to redirect away from the 'hook up' area down below
 - No other questions
-

Adjournment: Meeting was adjourned at 9:20am
