



Mandatory Site Meeting Notes

**Invitation to Tender ES-23-09
Organic Material Shredding and Screening - FBRL
Tuesday, March 21, 2023
11:00 a.m. at the Foothills Boulevard Regional Landfill**

Staff Present: Rachael Ryder, Corporate Sustainability Specialist
Graham Thornton, ES Program Analyst

Companies Present: Drake Resources
AB Contracting
Excel

Introduction and sign in sheet completed
Meeting started at 11:00 a.m.

Brief review of project

Question: Where does all the oversized wood waste go? Is it a part of this contract to grind stumps and large woody material?

Answer: No, the compost program only processes yard and garden waste with a maximum size of three inches. All stumps and large woody material are classified as DLC and is directed to the landfill.

Question: Is mobilization included in the contract for travel to and from Valemount and Mackenzie?

Answer: Yes, mobilization costs are included in the contract separate from each other for each location that work is required to be done at.

Question: Are Mackenzie and Valemount manned sites?

Answer: Yes, both Mackenzie and Valemount have site attendants but the drop off locations for yard and garden waste are not conveniently located for the site attendants to watch closely. Therefore, the Regional District cannot guarantee no contaminants will be in the material.

Question: Who is responsible for loading larger trucks showing up to collect finished compost.

Answer: The loader on site for building windrows will also be used to load larger dump trucks. The Regional Districts works with companies buying large amounts of compost to coordinate pick up days for when the loader is already in operation and most of the frequent buyers are well accustomed to this system.

Meeting Adjourned 11:20 a.m.