



**REGIONAL DISTRICT**  
of Fraser-Fort George

MINUTES OF THE MANDATORY SITE MEETING FOR INVITATION TO  
TENDER ES-16-19 2016 LFG HEADER EXTENSION AND PERIMETER  
ROAD CONSTRUCTIONON, **TUESDAY, JULY 26, 2016 AT 1:00 P.M.**

**Contractors Present:** Twin Rivers Development Ltd.: Sheldon Mayert, Ryan Gobbi, T.G. Brewster

**RDFFG Staff Present:** Darwin Paton, Environmental Services Technician  
Philip Auclair, XCG Consulting Ltd.  
Jason Dodd, Environmental Services Field Supervisor

**Minutes Recorded By:** Bonnie Seitz, Regional District of Fraser-Fort George

**Sign in Sheet:** 1:00 p.m. Contractors completed sign-in sheet, along with introductions.

**Call to Order:** 1:03 p.m.

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**Darwin Paton:** Went over why we are here, the ITT first items 1-8 are general items to be completed, not an exclusive list

- If you signed and submitted an acknowledgement letter we will send you any addendums
- Deposit is \$40, 000, and it is explained in the ITT how we will accept the monies
- Any addendums must be signed and attached to the proposal
- ITT states that the Regional District and the contractor will discuss and agree on the start date and the duration but we anticipate a start date of September 6, 2016.
- Section 16 shows the proposal format, make sure you follow it
- We are anticipating an award date of the ITT on August 22, 2016 so there will be 15 days before the anticipated start date to get all paperwork organized

Question: For the award date of August 22, will there be a letter issued?

Answer: Yes, we do an award letter and non-award letters, then a contract will need to be executed.

Question: So we will be able to get paperwork going before September 6?

Answer: Yes

- section 22, 1-8 basically describe the fieldwork and is the scope of work we need done but again it is not an exclusive list
- bidder Checklist on page 16 – use it, make sure all the boxes are checked
- page 17 is the tender form, starts with filling out the date, fill out everything and if you have any questions while you are filling it out or other required information between pages 17 to 26 , please contact myself
- just a note, when filling out the schedule of prices, in the ITT you will see some numbers under quantity in linear meter, lump sum or per, just base the price as per what unit is in the ITT
- reviewed the additional sections, standard forms usually included in our ITTs
- reviewed the specifications section, pressure tests, soils test, confirmed that the tests are all required

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Question: We do the compression testing?

Answer: Yes, you can contract out if you want. The Regional District reserves the right to have independent tests carried out.

- project meetings have specific requirements as to frequency, who will be there etc, all listed in the specifications
- being a landfill site there are obvious potential hazards such as landfill gas, leachate, potential for slippage or slope failure in an excavation, etc. the health and safety plan will be job and task specific.
- make sure when you submit your plan, it is very specific, submitting a generic plan will not be acceptable and will be refused.
- field survey specifications and requirements are listed and are similar to past activities
- surveying Company or individual must be certified to carry out the work
- 31.05.16.7 - specifies the fill methodology
- 31.05.16. page 9 states methods for testing fill
- geotech section tells you material specifications required tolerances and placement
- a specific pump is listed in the ITT, that is the one that is acceptable
- pressure testing specifications are listed
- the vault box is owner supplied but the cover is not, contractor must supply the lid
- section 33-42-13 – includes specifications of what pipe to use
- contract is drawn from ccdc, nothing changed since 2011

Question: For the Tender process, because there is only one company at the viewing, can the contract be awarded?

Answer: If we are going to cancel the process for issuing the tender I will let you know asap.

Question: Should we re-schedule this site visit then?

Answer: No, we will go ahead.

Question: Are there any stakes for rough alignment?

Answer: No

- field fit will tie in to the gas header, have to know the location the condensate traps, the header is on the far side of the road

Question: Is the header where the cement block is?

Answer: No, it is beyond the truck loading tires

Question: What about the compressed gas and compressed air?

Answer: You will tie into the main header with a T

Question: We are tying into the forced air?

Answer: You will have a T for the gas and the air, but the Forcemain will tied in with a Y.

Question: Do we use valves for backflows?

Answer: Yes, Indicated where the line will go – the LFG Header is approximately 353 metres from the header starting site

Question: Is that longer than in 2013?

Answer: No – the distance and direction was discussed

Question: So roughly the ditch will line up?

Answer: Yes

Question: So it will align with the centre of the road here

Answer: No, closer to the bush

Question: Will there be any curve?

Answer: Not much, if you look at the drawing

- it branches out towards the bottom
- contours give starting point
- not connecting to middle

The drawing was explained as to where the road will go and why and how the fill will avoid collapsing.

- where we tie in there, we do not have an exact depth at the location, it is just estimated hence the 110-150 metres on the drawing, gives 40 metre allowance section for insulation which is also written in the details
- grades are written on the drawing

Question: Is it critical the depth stays the same?

Answer: As long as it's a 2 metre minimum

- grade adjusted to frost cover
- header roughly mimics grade of road
- drawing Sheet C-03 grades on road are correct the distances are not correct but they will be on the addendum that will be issued for proper estimate
- gas header doesn't go to the end of the road

Explained the drawing as to where to start cutting in and how the ditch gets deeper.

Question: So use 2 culverts?

Answer: Yes

Question: Will you have something up to catch the debris from coming down the hill?

Answer: Yes we will take care of that.

Question: So go right across there?

Answer: Yes from the metal pile to the ditch, the metal will be removed

Question: So we tie in to the ditch on the right?

XCG showed on the drawing where the tie in will come together. RIPRAP or crush for fill?

Answer: Specs on the ITT show RIPRAP

Question: Are we doing extensions on the valves with risers or risers with key?

XCG: Should use riser and shorter key, risers on nuts are reasonable with elevation on pipe

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Question: For the road profile, if we propose different chainage station than pipe profile can we run it by XCG Consultants so there are no negative stations?

Answer: We can probably merge these two drawings

Discussion pursued regarding the distances and merging the drawings. XCG will update one profile and issue to the Regional District and then merge the drawings to issue for construction.

The group moved to the other side of the hill to see where the pipe will go from another angle.

Question: Will there be garbage hauling here?

Answer: No, only maintenance and the gas connection happening here

Question: So we won't have to worry about any traffic issues?

Answer: No

Question: Is this where the connection starts?

XCG: No it actually ends there, it start with the cut, then fill, then main and back up the hill

Question: Are the horizontal lines perforated?

Answer: All horizontal lines are perforated, either end has a t least a length of solid pipe

Question: So the compressed air and forced air main are only to the condensate trap?

Answer: Yes

Question: Can we look at the area where we get the materials from?

Answer: Yes

Question: What about the capped fill? Is it MOT's specifications?

Answer: It is similar

Question: What are the material specs for the berm?

Answer: Just to clarify the material must be suitable for the engineer. The group moved to the area where the berm material can come from.

Answer: This is where onsite material will come from.

Question: Can we come the way we did just now and not over the scales?

Answer: Yes, the drawings will be forwarded with the distance adjusted. An addendum will be posted tomorrow. The combined drawing will take a bit longer so will be issued at stage of construction

If we are going to cancel the process for issuing the tender I will let you know asap.

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**Adjourned**

**2:24 p.m.**

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