

Request for Proposals: Landscape  
Maintenance for Parks and Trails on  
Gabriola Island

Date: 20 Feb, 2018

## Attachments

None

## General Inquiries

Q Pg. 3 Contract time line and off season requirements

“My understanding is the contract is for an 8 month period from March 1st to October 31st for 3 years. Are we expected to do any work during the winter months (Nov, Dec, Jan, Feb) such as litter removal, raking and trail clearing? Or just keep an eye?”

A Pg.3 Contract time line and off season requirements

The contract falls between the stated dates March 1st to October 31<sup>st</sup>. If additional work is requested it will be additional work separate to the contract.

Q Pg. 10 Fertilizer requirements

“Only question so far is the fertilizer supplied by RDN or myself?”

A Pg. 4 Fertilizer requirements

Contractor to supply fertilizer and apply as required to keep the growing medium nutrient levels within an acceptable range based on soil and growing conditions.

The fertilizer program will be adequate to promote turf density and improve field safety and playing conditions.

## Amendments

None

END.

Date of Meeting: February 13, 2018

Time of meeting: 9:30 am

Location: Rollo McClay CP

Chairperson:

Chris van Ossenbruggen

## Present at Non Mandatory Site Meeting

Chris van Ossenbruggen	RDN Parks & Recreation, Operations Coordinator	cvanossenbruggen@rdn.bc.ca
Contractors	Potential bidders	See Attendee List

## General Summary

The following is a summary of the Non Mandatory Contractors Site Meeting that occurred on Tuesday, February 13<sup>rd</sup>, 2018. The purpose of the meeting was to review the RFP, tour the park, and to answer any questions regarding the RFP. The walking portion of the tour started at approximately 9:30am at Rollo McClay following all of the sign-ins.

Please advise immediately if the summary does not reflect your interpretation of the conditions.

Item #	Area of Discussion	Discussion Points
1.	General Information	<ul style="list-style-type: none"> <li>• Meeting started at 9:30 am.</li> <li>• Everyone was asked to sign in and indicate their name and contact information.</li> <li>• Everyone was asked to introduce themselves to the group.</li> <li>• Confirmed that everyone had access to the RFP documents.</li> <li>• Confirmed that everyone understands the process of submitting questions through Chris van Ossenbruggen.</li> </ul>
2.	Rollo McClay	<ul style="list-style-type: none"> <li>• The grounds were walked and discussed with regards to the requirements stated in the RFP.</li> <li>• Pump house was visited and requirements as per the RFP were discussed.</li> </ul>

3.	Whalebone	<ul style="list-style-type: none"> <li>The trail network and associated parks were walked discussing the requirements listed in the RFP</li> </ul>
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Attendees:

Contact Name	Firm	Contact Email	Contact Phone
Tyler Brown	Reesor		
Jessica & Calvin Sedlock	Jessica Sedlock		

END.