

# BIODIGESTER FEASIBILITY STUDY

RFP 889

## PRE-PROPOSAL MEETING

3-4-14

### ATTENDANCE LIST

<u>NAME</u>	<u>COMPANY</u>	<u>EMAIL</u>
Keith McCormack	Hubbell, Roth, & Clark	<a href="mailto:kmccormack@hrc-engr.com">kmccormack@hrc-engr.com</a>
Chris Englert	Arcadis	<a href="mailto:Chris.Englert@arcadis.us.ca">Chris.Englert@arcadis.us.ca</a>
John Willard	Quantalux	<a href="mailto:jwillard@quantalux.com">jwillard@quantalux.com</a>
Joe Tesar	Quantalux	<a href="mailto:jtesar@quantalux.com">jtesar@quantalux.com</a>
Jennifer Bowyer	Cornerstone Environmental	<a href="mailto:jennifer.bowyer@cornerstone.com">jennifer.bowyer@cornerstone.com</a>
Dwayne Walker	Novi Energy	<a href="mailto:drwalker@novienergy.com">drwalker@novienergy.com</a>
Carolyn Powrozek	Golder Associates	<a href="mailto:cpowrozek@golder.com">cpowrozek@golder.com</a>
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## MEETING MINUTES:

- Due date is **Tuesday** March 18, 2014 (not Monday)
- Has the City completed any other biodigester studies? Yes, there was one completed for the Waste Water Treatment Plant. A copy will be posted online.
- Page 9, delete the following paragraph:

~~The City will choose, and may execute contracts with a qualifying firm for up to two years. The term of this agreement will tentatively commence in mid 2014. Award of a contract for these services is subject to the approval of City Council and negotiation of a satisfactory contract for services.~~

- Proposal not to exceed 20 double sided pages (40 total)
- Proposal is not intended to select a location for a facility
- Proposal is not intended to select financing mechanism for a facility