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Project:	<b>Veterans Memorial Park Expansion</b>	Project No.:	<b>34472</b>
Client:	<b>The City of Langford</b>	Meeting Date:	<b>March 19, 2026</b>
Location:	<b>679 Goldstream Ave</b>	Meeting Time:	<b>10:00 AM PST</b>
Purpose:	<b>Site Visit &amp; Proposal Discussion</b>	Meeting No.:	<b>01</b>

## 1. Introductions

- ISL provided an overview of the Veterans Memorial Park Expansion project, including civil, electrical and landscape components associated with the park expansion, road improvements and closure, required third-party coordination and supporting infrastructure; and
- Proponents filled out sign in sheet;
  - Brad Ormiston and Robin Brooks were in attendance representing ISL; and
  - Yari Nielson and Megan Treleavan were in attendance representing the City of Langford.

## 2. Key Discussion Points

- Soil testing report will be issued as an addendum;
- Traffic Management Plan will have to account for continued pedestrian access to existing park as much as possible;
- **Key NRFP items:**
  - Items such as bandshell, washroom, garbage cans, vertical seepage pits and food truck pedestals were discussed in detail, as outlined in the drawing package and NRFP documents;
  - Coordination and installation requirements pertaining to third parties / specialized suppliers / others was discussed in detail, as outlined in the drawing package and NRFP documents; and
  - Scoring Criteria were reviewed with attention brought to **Criterion 3.4 Project Plan (including detailed schedule) with a score of 45/100.**
- **Supplementary General Conditions:**
  - Attention brought to **Section 2.2.4, Document Hierarchy**, including Bylaw 1000 and Supplementary Standard Detail Drawings per Schedule 11; and
  - Items pertaining to construction schedule, handling, storage and/or installation of materials.
- **Supplementary Specifications:**
  - Survey and layout shall be completed by the Contractor, including staking, offset layout, grade sheets, and submission of survey data a minimum of five (5) days prior to construction activities;
  - The Contractor shall coordinate all survey activities, construction sequencing, and project scheduling to achieve Substantial Performance in accordance with the Contract Documents;
  - Percolation testing for vertical seepage pits shall be completed at locations and depths as directed by the Contract Administrator, with results submitted prior to commencement of seepage pit construction;



- Materials and soil testing, including contaminated soil testing where required, shall be carried out in accordance with the Contract Documents and as directed by the Contract Administrator;
- Over-excavation and disposal of unsuitable materials shall only be undertaken where authorized by the Contract Administrator and shall include all associated excavation, disposal, and backfilling requirements;
- The Contractor shall coordinate all work with third parties and utility providers as required to complete the Work in accordance with the Contract Documents; and

3. Q&A

- Proponents were given 10 minutes to ask questions which were documented and will be issued with answers in an addendum.

4. Attendees

COMPANY NAME	COMPANY REPRESENTATIVE
Ramida Enterprises	Scott Milne
Scansa Construction Ltd.	Mike Ruty
Draycor Construction Ltd.	Nathan Craycroft
Draycor Construction Ltd.	Justine Kellow
Corvidae Environmental	Haj Bains
Blackbird Collective	Craig Jensen
Costal Wolf Construction	Zak West
Vancouver Island Bricklok Surfacing and Landscape	Andrew Bloomenthal
Vancouver Island Bricklok Surfacing and Landscape	Harold Bloomenthal
Coast Diversified	Dave Abbott
Hazelwood Construction	Rubar Heyecan
Ocean West Tree Service	Brent Connors
Stone Pacific Contracting Ltd.	Sisira Kusgoda
Sparker Construction	Kevin Brand
Houle Electric	Gerard Canning
Copcan Civil	Lindi Sun
Copcan Civil	Fernanda Cota
Pardell Electric	Chris Mackey
Island Infrastructure	Jacquie Bartlett
ColeCon Contracting	Cole Boudrew
Milestone Equipment	Stew Waddell
Don Mann Excavating	Alistair Miller
Sparker Construction	Howard Sparks
Chew Excavating	Ahmad Sepehri
Chew Excavating	Wenfei Lie
Garden City	Kevin Bennett
Garden City	Drake Bond
Allterra	Jake Murray