



Canadian Natural

Utilities and Offsites



CNRL / Fluor Project Number:

Meeting No.:

001

CONFERENCE NOTES / MINUTES

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SUBJECT: HQCEC Bid Clarification Meeting

ACTION BY:

REQ'D DATE:

NO:

DESCRIPTION:

NO:	DESCRIPTION:	ACTION BY:	REQ'D DATE:
5.0	Safety Clarification		
5.1	HQCEC has been provided with the safety requirements in Canada and Alberta. They confirm to comply with all of the stringent requirements.	Info	
5.2	Common safety incidents involve improper eye procedure, fall protection, improper scaffolding tagging, etc.	Info	
5.3	Site safety meetings held weekly with the safety representative from each contractor.	Info	
5.4	HQCEC was advised that there are ongoing safety audits on the site.	Info	
6.0	Commercial Clarification		
6.1	HQCEC to submit breakout price for insulation/coating and confirm subcontractor used.	Y. Lixiong	2-10-2006
6.2	CNRL highly recommend HQCEC join the CLAC labour group. This is not a requirement but a suggestion from CNRL. HQCEC to review and advise.	Y. Lixiong	2-16-2006
6.3	HQCEC has been advised that they will need to use the CNRL camp for the labour and not a separate HQCEC-built camp. CNRL to provide details of the site camp.	H. Thaw/ J. Cheng	2-16-2006
6.4	HQCEC has registered a local company - HQCEC Canada.	Info	
6.5	HQCEC to confirm that they are aware of tax implications of working in Canada.	Y. Lixiong	2-16-2006
6.6	HQCEC confirmed their understanding of the CNRL Schedule A Terms and Conditions and have taken no exception. Terms such as maximum liability, warranty, consequential damages.	Info	
6.7	HQCEC advised that the lump sum bid is not subject to change unless there is a change in the Scope of Work.		
6.8	HQCEC advised that if awarded this contract, any changes to the scope must be in writing in the form of a Change Order or a Contract Site Instruction. Failure to do so can result in delays in payment or the client may deny payment altogether. Further information will be provided upon contract award.	Info	
6.9	CNRL explained that a progress measurement system will be developed upon contract award. This will also form the basis for invoicing.	Info	
6.10	HQCEC advised that a down payment is not required.	Info	