
DATE: September 30, 2019

TO: Metro Depot Network

RE: **RULES OF ENGAGEMENT for Submission of Alternative Depot Siting Criteria and/or Pilot Projects**

The BCMB will be accepting submissions from Metro Depots to assist in the development of Alternative Depot Siting Criteria and/or Pilot Projects. To complete a submission for your Depot, please review the guidelines and process indicated below. **Please note that all Metro Depot Relocations are on hold until March 1, 2020 in lieu of the review process being undertaken.**

SUBMISSION GUIDELINES:

- Due Date:
 - Submissions will be accepted until **4:30 pm on Monday, March 2, 2020.**

- Please Email All Submissions To:
 - Brent Campbell at bcampbell@bcmb.ab.ca
 - AND
 - Brittany Ballas at bballas@bcmb.ab.ca

- Format for Submission:
 - Submissions must include the following as one PDF Package:
 1. Metro Depot Submission Form (attached to this notice)
(you may type into the PDF form OR print the form, fill it out and scan it back in to your computer)
 2. Depot Submission

PROCESS FOLLOWING SUBMISSIONS:

- The BCMB will review all submissions made by Metro Depots
- If a Depot indicated that a submission may be made Public, these submissions will be made available to stakeholders
- Edmonton and Calgary Metro Depot Meetings will be scheduled for mid to late March 2020
- Following these meetings, the BCMB will provide next steps and process



METRO DEPOT SUBMISSION FORM



Due: Monday, March 2, 2020

Please Email Submissions to: bcampbell@bcmb.ab.ca and bballas@bcmb.ab.ca

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| DEPOT NAME: | |
| NAME(S) OF SUBMITTER(S): | |
| DATE OF SUBMISSION: | |
| PRIVATE OR PUBLIC SUBMISSION: <i>Private If: the Depot considers this submission to be an individual pilot project for the Depot.</i> <i>Public If: the Depot is willing to make the submission available to other Depots and stakeholders for review and consideration.</i> | |
| PHONE NUMBER OF SUBMITTER(S): | |
| EMAIL OF SUBMITTER(S): | |