

**Port of Tacoma – 2016 Demolition Program**  
**Master ID 091574, 091580 & 101066.01 | Contract 070323**  
**Pre-Bid Meeting Agenda**  
**February 28, 2017**

**1. Introductions**

- |                       |   |
|-----------------------|---|
| a. Norman Gilbert, PE | Port of Tacoma, Project Manager                 |
| b. Sherry Arciniega   | Port of Tacoma, Sr. Contracts Administrator     |
| c. Steven Johnson     | Port of Tacoma, Sr. Contracts Administrator     |
| d. Juli Tucson        | Port of Tacoma, Contracts & Procurement Analyst |
| e. Rick Hand          | Sitts & Hill, Consultant                        |
| f. Stacy Munson       | Pioneer Technologies, Consultant                |

**2. Division 00 Procurement and Contracting Requirements**

- a. Section 00 11 13 Advertisement for Bids
  - i. Bid Opening: **March 7, 2017 at 2:00 p.m.** at the Port Administration Office.
  - ii. Estimated Cost: **\$545,000** plus Washington State Sales Tax (WSST).
  - iii. Site Visit: Following Pre-Bid
  - iv. Bidder questions submitted to [procurement@portoftacoma.com](mailto:procurement@portoftacoma.com) **due at least seven (7) days prior to bid date**
  - v. Bidding Documents: [www.portoftacoma.com](http://www.portoftacoma.com)
  - vi. Sign up for the Plan Holder's List
- b. Section 00 21 00 Instructions to Bidders
  - i. Bidder Responsibility (Paragraph 1.06 Post Bid Information)
- c. Section 00 31 00 Available Project Information
  - i. Reference Plans for 1202 Port of Tacoma Road
  - ii. Hazardous Materials Assessment reports
- d. Section 00 31 26 Existing Hazardous Material Information
- e. Section 00 41 00 Bid Form - Contracts
  - i. Fill in all blanks
  - ii. Acknowledge all addenda
  - iii. Bid Security
  - iv. Bid form signed by a company Authorized individual
- f. Section 00 52 0000 Agreement Form - PM
  - i. Contract Time: **Substantial Completion – 90 calendar days from contract execution. Final Completion within 30 calendar days of Substantial Completion**
  - ii. Liquidated Damages: **\$250/Day for failure to achieve Substantial Completion**

**3. Division 01 General Requirements**

- a. Section 01 10 00 Summary
- b. Section 01 14 00 Work Restrictions
- c. Section 01 32 00 Construction Progress Schedule

**Port of Tacoma – 1940 E 11<sup>th</sup> Street Deconstruction & Remediation**

**Master ID 091270 | Contract 069930**

**Pre-Bid Meeting Agenda**

**September 11, 2014**

- d. Section 01 57 13 TESC and SWPPP short form – Port provided SWPPP
- e. Section 01 74 19 Waste Management – LRI Contract

**4. Overview of work**

**5. Questions**

**6. Site Visit**