

# Pre-Bid Meeting Agenda

## West Sitcum 11th St. Improvements

PROJECT NO. 201218.01|  
PROCUREMENT NO. 012026-1014  
Thursday, May 21, 2026 @ 11:30 AM

### 1. Introductions

- a. Marcus Van Valen, Project Manager
- b. Anthony Ammirati, Sr. Contracts Administrator
- c. Michelle Walker, Procurement Analyst

### 2. Division 00 Procurement and Contracting Requirements

- a. 00 11 13 – Advertisement for Bids
  - i. Bid Opening **June 2, 2026 at 2:00 PM** at the Port Administration Office, One Sitcum Plaza
  - ii. Est. cost range is **\$300,000 thru \$350,000**, plus Washington State Sales Tax (**WSST**).
  - iii. Submit questions to [procurement@portoftacoma.com](mailto:procurement@portoftacoma.com) by **May 26, 2026 at 2:00 PM**.
  - iv. Bidding Documents: To receive all updates to this procurement, register for the Holder's List on the Port's Procurement webpage for this project - <https://www.portoftacoma.com/contracts/procurement>.
  - v. Site Visit: Following Pre-Bid Meeting
    - Begins at 1 Sitcum Way Plaza
    - Project Location is 1002 Milwaukee Way, Tacoma, WA 98421
- b. 00 31 26 - Existing Hazardous Material Information
  - i. 1.02B - Contractor is notified that certain portions of the work area are suspected to contain petroleum hydrocarbons, as detailed in:
    - 'Initial Investigation Field Report' (WA DoE, 2019)
    - 'Report of Additional Investigation...' (Shaw Environmental, 2008)
- c. 00 41 00 – Bid Form



ITEM NO.	DESCRIPTION OF ITEM	QTY	UOM	UNIT PRICE	EXTENDED PRICE (QTY. x UNIT PRICE)
1	Mobilization and Demobilization	1	LS		
2	Project Administration	1	LS		
3	Surface Material Disposal	550	TONS		
4	Pavement Sawcutting	850	LF		
5	Storm Drain Installation	375	LF		
6	Stormwater Treatment Structure	1	LS		
7	Asphalt Surfacing	300	TONS		
8	Type 1 Catch Basin	2	EA		
9	Security Fencing	300	LF		
10	Yard Lighting	1	LS		
11	Unforeseen Conditions Allowance	1	LS	\$50,000	\$50,000
TOTAL BID AMOUNT					
10.4% WASHINGTON STATE SALES TAX (WSST) ON BASE BID SUBTOTAL					
BID TOTAL (WITH WSST)					

- d. 00 73 63 - Security Requirements
  - i. Contract Time: Begins at execution of Contract.
    - Substantial Completion of the entire Work not later than **180 days** from contract execution.
    - Final Completion of the Work within **30 calendar days** of Substantial Completion.
    - Liquidated Damages: \$1,000/day (Substantial); \$200/day (Final)

**3. Division 01 General Requirements**

- a. 01 10 00 – Summary
  - i. “Demolition and removal of approximately 6,200 square feet of existing gravel and asphalt pavement; subgrade preparation and grading; pavement sawcutting and trenching for the new stormwater treatment system; procurement and installation of the stormwater treatment system; installation of approximately 6,200 square feet of new asphalt pavement; procurement and installation of security fencing and LED lighting fixtures with controls; and protection of all existing utilities.”
- b. 01 14 00 – Work Restrictions
  - “The Facility will remain in operation for the duration of construction. The Contractor shall conduct all items of the Work in such a manner as to prevent interference with the normal operations of the Facility.”
  - “...Each person on the project site shall have a current Transportation Identification Card (TWIC). Contractor related deliveries may, at the Contractor's discretion and expense, provide qualified TWIC escorts in sufficient number to maintain production rates to meet schedule requirements. Otherwise, all delivery personnel are required to have a current Transportation Identification Card.”
- c. 01 35 43.19 - Export Soil Management
  - i. “Soils that cannot be reused onsite and are anticipated to be exported to an off-site facility must have a completed soil profile prior to export. The Port will conduct testing of material as

defined further in this specification. The Contractor is responsible for any additional testing necessary to satisfy requirements of the Contractor's receiving facility."

- ii. "Soil with unexpected regulated material, as identified by visual and/or olfactory methods, shall be segregated from other excavated material until such time as appropriate testing and analysis can be completed by the Port. Upon completion of the soil profile, the Engineer will inform the Contractor of any special handling requirements based on the results."
- iii. "No soil shall be removed from the site without prior notification to the Engineer."

**4. Issued Site Development Permit from the City of Tacoma.**

- a. #SDEV25-0257
- b. Pending preconstruction meeting with the City of Tacoma.

**5. Questions**

- a. Please send all question to [procurement@portoftacoma.com](mailto:procurement@portoftacoma.com)