



Pre-Bid Meeting Agenda

EBC SILVERBACK TEMPORARY RELOCATION

PROJECT NO. 101686.01 | CONTRACT NO. POT-PA-000000292

April 8, 2026

1. Introductions

- a. Elly Bulega – Port of Tacoma, Project Manager, Engineering
- b. Stan Ryter – Port of Tacoma, Director of Engineering
- c. Mike Kisk – Port of Tacoma, Lead Inspector
- d. Shawn Seaks – Port of Tacoma, Contracts and Procurement Analyst
- e. Anthony Ammirati - Port of Tacoma, Sr. Contracts Administrator
- f. Jerry Osborn – Osborn Architects Inc, Architect of Record

2. Division 00 Procurement and Contracting Requirements

- a. Section 00 11 13 – Advertisement for Bids
 - i. Bid Opening **April 22nd, 2026**, at **2:00 p.m.** at the Port Administration Office, One Sitcum Plaza
 - ii. Est. cost range is **\$4,000,000 - \$4,400,000**, plus Washington State Sales Tax (WSST).
 - iii. Site Visit: Following Pre-Bid
 - iv. Bidder questions submitted to the question submittal portal on the Port of Tacoma procurement website by **close of business (COB) on April 15th, 2026**.
 - v. 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>.
- b. Section 00 21 00 – Instructions to Bidders
 - i. Bidder Responsibility (Article 1.06, Post Bid Information)
- c. Section 00 41 00 – Bid Form
 - i. Bid Items
 - ii. Fill in all blanks
 - iii. Acknowledge all addenda
 - iv. Bid Security
 - v. Bid form signed by AUTHORIZED person
- d. Section 00 45 13 Responsibility Criteria

- e. Section 00 72 00 Article 5 5.01
- f. Section 00 52 00 – Agreement Form
 - i. Contract Time: Begins at execution of Contract.
Substantial Completion of the entire Work not later than **350 days** from contract execution.
Final Completion of the Work within **30 calendar days** of Substantial Completion.
 - ii. Liquidated Damages: \$675/day (Substantial); \$112/day (Final)

3. Division 01 General Requirements

a. Section 01 10 00 – Summary

The EBC Silverback Temporary Relocation consists of: Design, Procurement and installation of a prefabricated metal building, including all associated electrical systems; procurement and installation of two modular office buildings and one double-sided modular restroom; connection of the modular offices and restroom facilities to existing utilities; procurement and installation of perimeter fencing; and completion of other miscellaneous tasks as outlined in the project documents.

b. Section 01 14 00 – Work Restrictions

- i. The contractor shall sawcut, excavate, and restore asphalt as necessary to connect the modular units to utilities, including power, sewer, water, and communication. All work must be coordinated with Port maintenance and performed in compliance with applicable codes and standards. ~~Refer to Appendix H for photographs of existing site conditions.~~ (Addendum coming because no Appendix H)

Water and Sewer Pipes:

- ii. Insulation of the water pipes and sewer pipes will be required depending on final location of the pipes at the buildings and ground penetrations. The Contractor will protect the sewer and water pipes from freezing as required by the City of Tacoma Code.

Other:

- iii. As part of the permit requirements, before the contractor can mobilize to the job site or begin any work onsite, the contractor will be required to hold a preconstruction meeting with the City of Tacoma. The Contractor will also be required to submit a Site Safety Plan to the City of Tacoma. See Appendix A.

Work Hours

- iv. Addendum coming about City of Tacoma noise Tacoma, construction noise is restricted to 7 a.m.–9 p.m. (Mon–Fri) and 9 a.m.–9 p.m. (weekends/holidays), according to Tacoma Municipal Code Chapter 8.122.

- c. Section 01 20 00 – Price and Payment Procedures
- d. Section 01 31 23 – Web-based Construction Management (eBuilder)
- e. Section 01 55 00 – Vehicular Access and Parking

4. Questions