

# FINAL ACCEPTANCE MEMORANDUM



**DATE:** December 1, 2014  
**TO:** Thais Howard, PE, Director, Engineering  
**FROM:** Trevor Thornsley, Project Manager  
**RE:** Contract No. 069967  
Master ID 092934, 2202 Port of Tacoma Road HVAC Replacement

Final Acceptance is the formal action of the Port accepting the Work. Final Acceptance by the Port is required for all Public Works contracts. MacDonald-Miller Facility Solutions is responsible for notifying all subcontractors and suppliers of Final Acceptance immediately upon receipt of Final Acceptance.

The work has been completed in accordance with the contract documents:	Yes
Date of Substantial Completion:	October 13, 2014
Date of Final Completion:	November 13, 2014
Original Contract Amount (without WSST):	\$19,462.00
Final Contract Amount (without WSST):	\$19,462.00

Requested Action: Recommend Final Acceptance, per RCW 39.08.030 and the Contract Documents, for the work included in Contract No. 069967, Master ID 092934, 2202 Port of Tacoma Road HVAC Replacement, as performed by MacDonald-Miller Facility Solutions.

A handwritten signature in blue ink that reads "Thais Howard".

Accepted:  
Thais Howard, PE  
Director, Engineering

12-1-14  
Date

cc: Contractor  
Director of Engineering  
Contracts Representative  
Port's Website