

FINAL ACCEPTANCE MEMORANDUM



DATE: April 11, 2019
TO: Ricardo Charlton, Director, Maintenance
FROM: Joe Caldwell, Maintenance Project Manager
RE: Contract No. 070957
Project No. 201073.01, Terminal 7 Warehouse Gutter Guard Installation

Final Acceptance is the formal action of the Port accepting the Work. Final Acceptance by the Port is required for all Public Works contracts. Preferred Roof Services, Inc. is responsible for notifying all subcontractors and suppliers of Final Acceptance immediately upon receipt of Final Acceptance.

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| The work has been completed in accordance with the contract documents: | Yes |
| Date of Substantial Completion: | March 13, 2019 |
| Date of Final Completion: | March 13, 2019 |
| Original Contract Amount (without WSST): | \$66,525.00 |
| Final Contract Amount (without WSST): | \$66,525.00 |

Requested Action: Recommend Final Acceptance, per RCW 39.08.030 and the Contract Documents, for the work included in Contract No. 070957, Master ID 201073.01, Terminal 7 Warehouse Gutter Guard Installation, as performed by Preferred Roof Services, Inc.


Accepted:
Ricardo Charlton
Director, Maintenance


Date

cc: Preferred Roof Services, Inc.
Ricardo Carlton, Director Maintenance
Laurie Emerson, Sr. Contracts Administrator
Joe Caldwell, Maintenance Project Manager
Port's Website