



**PRE-BID MEETING AGENDA
INVITATION FOR BID 2026-025**

KITSAP COUNTY

CLOSING DATE: THURSDAY, JULY 2, 2026 @ 2:00 P.M.
PROJECT: PHASE 0, COURTHOUSE PARKING: BLDG DEMOLITION
PREBID MEETING DATE: JUNE 25, 2026 @ 10:00 A.M.
PREBID MEETING LOC.: FACILITIES MAINTENANCE BLDG,
717 TAYLOR STREET, PORT ORCHARD, WA 98366

1. SIGN IN SHEET: Please sign in
2. INTRODUCTIONS:
 - a. Glen McNeill, Purchasing Program Supervisor, Kitsap County
gmcneill@kitsap.gov, 360-337-4789
 - b. Tim Gross, Project Manager, Kitsap County
Tgross@kitsap.gov
3. PROJECT DESCRIPTION:

Project includes the demolition of one and two story residential single-family structures and misc. walls and foundations in Port Orchard, WA. A hazardous materials assessment has been completed for each structure, and some abatement will be required as part of the work. Some structures still have interior furnishings. Work will include all labor, materials, and permitting to install erosion and sediment control devices; remove of all vegetation from the site; cap and abandon water and sewer connections at the property line in accordance with City of Port Orchard standards; abandon private utility connections in accordance with respective utility provider standards; remove complete building structure including all pavement and structural foundations, hazardous materials abatement, and furnishings removal and disposal; grade the site using existing soils to match adjacent properties and safely convey water to the historic discharge location; and stabilize site soils using hydroseed.
4. SITE ACCESS
 - a. The Contractor's access to the jobsite shall be coordinated with the Engineer prior to the Notice to Proceed. Once the Notice to Proceed has been issued, the Owner will provide keys for all properties.
 - b. The Contractor shall not mobilize until Notice to Proceed has been issued.
 - c. Parking is a premium around the Courthouse campus. The contractor shall make a good faith effort to minimize impacts to on-street parking.

- d. Several County parking lots are immediately adjacent to the work. No work shall be completed from these lots, and no contractor equipment or vehicles shall be parked in the lots.
 - i. An exception to this is the demolition of 704 Sidney. This structure is immediately abutting the pavement of the adjacent lot. The contractor will need to provide an work access plan and traffic control plan to protect vehicles from work taking place at this location.

5. HOURS OF WORK

- a. Regular construction work shall be performed between the hours of 7:00 a.m. and 7:00 p.m., on weekdays.
- b. Work shall not be performed on Saturdays, Sundays or Owner holidays without prior approval from the Engineer. Owner-recognized holidays are as follows:
 - i. New Year's Day – January 1
 - ii. Dr. Martin Luther King, Jr. Day – First Monday after January 15
 - iii. President's Day – Third Monday in February
 - iv. Memorial Day – Last Monday in May
 - v. Juneteenth – June 19
 - vi. Independence Day – July 4
 - vii. Labor Day – First Monday in September
 - viii. Veterans Day – Second week in November
 - ix. Thanksgiving Day, fourth Thursday in November
 - x. Christmas Day – December 25
- c. Exceptions to the above hours of work will be permitted only upon written authorization from the Engineer.

6. HAZARDOUS MATERIALS

- a. A Pre-Demolition Asbestos & Lead Paint Survey was conducted for each structure to be demolished. Surveys are included in Division 4, Supplementary Information. The Contractor is responsible for removal and safe disposal of all hazardous materials.
- b. Several of the houses have been broken into by drug users, and all of the houses have some level of vermin infestation. Caution should be taken by the contractor to protect workers from exposure.

7. RECYCLING OF MATERIALS

- a. In accordance with RCW 39.04.135, materials from demolition projects shall be recycled or reused whenever practicable.

9. FURNISHINGS IN HOUSES

- a. Several of the houses contain furnishings abandoned by the previous owners, including old clothes, food, appliances and other household items. 704 Sidney has several floor cleaners/scrubbers on the main floor, and a large walk-in freezer in the basement, where the County coroner used to work. All items in the structures shall be removed and safely disposed of by the Contractor.

10. PERMITS

- a. Construction Erosion and Sediment Control Permit
 - i. The Owner has submitted the Notice of Intent and has received approval for coverage under the General Construction and Erosion Control permit as issued by the Washington Department of Ecology. The Contractor will assume this permit as part of the work and will become the permittee and signatory, assuming all responsibility for permit inspections and compliance.
- b. Demolition Permits
 - i. The Owner has submitted and received approved demolition permits from the City of Port Orchard Building Department for each structure. The Contractor shall be responsible for ensuring compliance with all permit terms, conditions, and requirements.
- c. Right-of-way Permit
 - i. Streets surrounding the project site are under the jurisdiction of the City of Port Orchard. The Contractor is responsible for acquiring any right-of-way permits necessary to complete the work. The Contractor is responsible for complying with any traffic control as required by the permit to complete the work.
- d. All costs associated with permit application, implementation and compliance shall be incidental to the units of work as shown on the bid form.

11. TEMPORARY STORAGE OF MATERIALS AND LAYDOWN AREA

- a. Refer to WSDOT Standard Specifications for storage provisions.
- b. The Contractor may use open space within the work site for storage of equipment and materials subject to Owner approval. A site plan detailing the materials storage and laydown area shall be submitted to the Owner before use of the site.
- c. Material storage and laydown areas shall be in compliance with WSDOT Standard Specifications, Section 8-01 "Erosion Control and Water Pollution Control", and the erosion and sediment control measures as shown on the drawings.

- d. The Contractor is responsible for modifying the Construction Erosion and Sediment Control permit as necessary to accommodate implementation and changes to the storage and laydown yard.

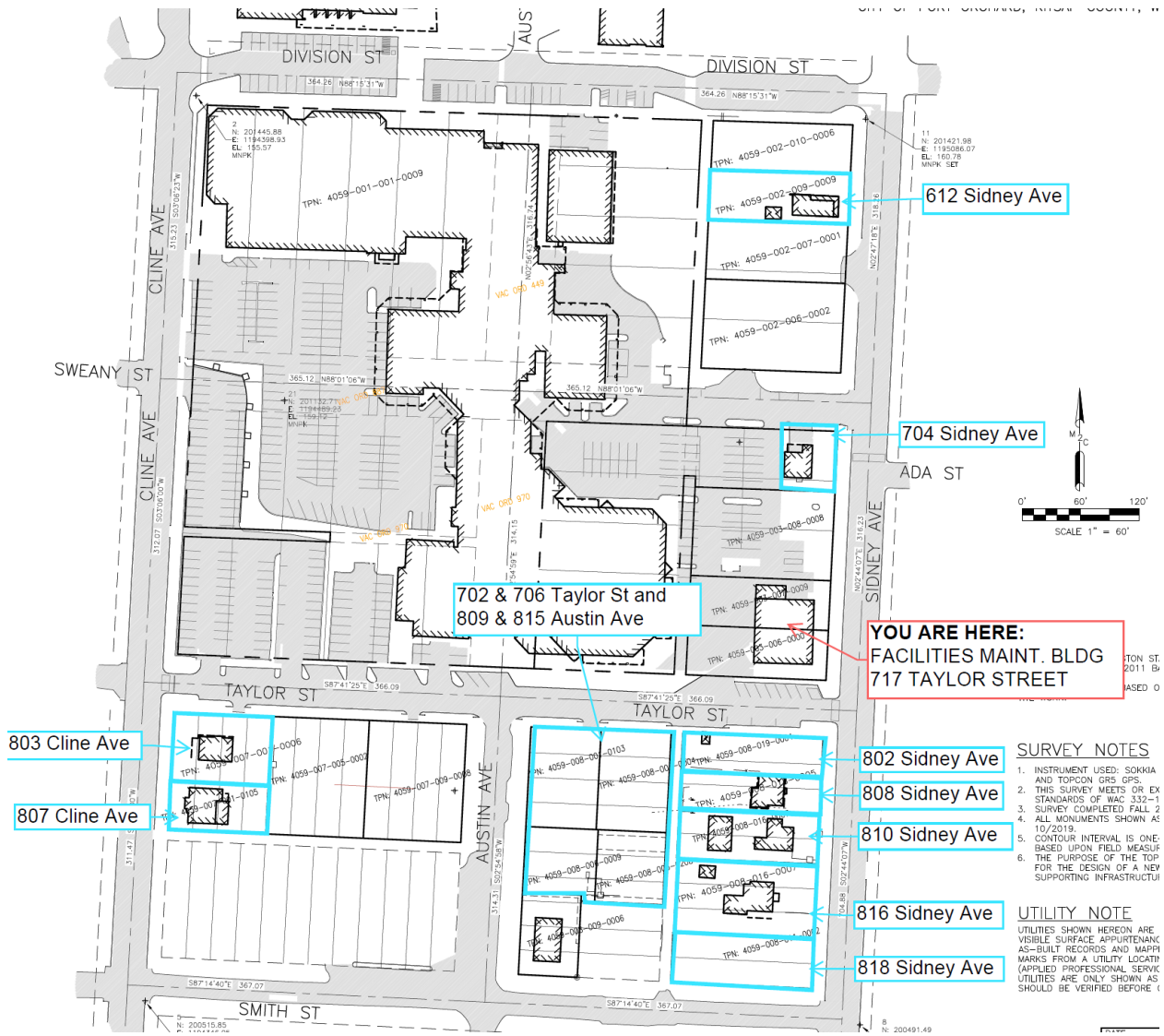


Figure 1: SITE MAP