

METROPOLITAN EXPOSITION-RECREATION COMMISSION

Resolution 01-45

For the Purpose of Approving an Amendment to the Pre-Construction Services Agreement with Hoffman Construction Company of Oregon, and authorizing the Chairman and the Secretary/Treasurer to execute the Amendment.

WHEREAS, the Commission and Hoffman Construction Company of Oregon are parties to Contract No. 922092 for pre-construction services, including the preparation of bid packages, for the Oregon Convention Center Expansion; and

WHEREAS, work under the Agreement was delayed by the re-structuring of bid packages for optimal coordination for the Expansion Project, and remaining bid packages required for the Expansion Project have not been completed; and

WHEREAS, the Expansion Project staff have reviewed the project and recommend the Agreement be extended through June 30, 2002, to complete the remaining bid packages; and

WHEREAS, the OCC Expansion Project Advisory Committee has reviewed the proposed extension and recommends approval; now, therefore,

BE IT THEREFORE RESOLVED AS FOLLOWS that the Metropolitan Exposition-Recreation Commission approves the amendment to Contract No. 922092 with Hoffman Construction Company of Oregon, attached as Exhibit A, and authorizes the Chair and Secretary/Treasurer to execute the amendment.

Passed by the Commission on November 28, 2001.

George S. Pool
Chair

Ann Jones
Secretary-Treasurer

Approved As To Form:
Daniel B. Cooper, General Counsel

By: Kathleen A. Pool
Kathleen A. Pool
Senior Assistant Counsel

AMENDMENT TO PERSONAL SERVICES AGREEMENT

WHEREAS, the Metropolitan Exposition-Recreation Commission and Hoffman Construction collectively known as "the Parties," entered into a Personal Services Agreement, Contract No. 922092, dated April 5, 2000, for preconstruction services; and

WHEREAS, Section 16 of the Agreement provides that it can only be amended by a written document executed by the Parties; and

WHEREAS, the Parties mutually desire to amend the Agreement;

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. The term of the Agreement is extended to and including June 30, 2002.
2. All other terms and conditions of the Agreement shall continue in full force and effect.
3. No modification or amendment of this document or the Personal Services Agreement, Contract No. 922092, shall be in force or effect unless in writing executed by all Parties hereto.

HOFFMAN CONSTRUCTION

By: *J.A. Stein*

Title: *VICE PRESIDENT*

Date: *12/20/01*

METROPOLITAN EXPOSITION-RECREATION COMMISSION

By: *Georg S. Neop*
Chair, MERC

Date: _____

By: *Alvin Morris*
Secretary/Treasurer, MERC

Date: _____

APPROVED AS TO FORM:
Daniel B. Cooper, General Counsel

By: *Kathleen A. Pool*
Kathleen A. Pool
Senior Assistant Counsel

MERC Staff Report

Agenda Item/Issue:

EXTENSION OF PRE-CONSTRUCTION SERVICES FOR OREGON CONVENTION CENTER EXPANSION

Resolution No. 01-45

Presented by: Senior Project Manager
Prepared by: Karl Schulz

Date: November 21, 2001

BACKGROUND

On January 31, 2000, MERC and Metro requested proposals from Construction Manager/General Services Contractors, RFP #00R-5-MERC, for pre-construction services for the Oregon Convention Center Expansion. After a selection process, Hoffman Construction Company was selected to provide pre-construction services in the amount of \$158,000, as contracted by Personal Services Agreement Contract 922092, and per MERC Commission's approval of Resolution 2000-12 for Pre-Construction Services, dated April 5, 2000. This contract was for services from April 5, 2000 to April 5, 2001. It was developed and executed before delays caused by Measure 93 were anticipated, and the project schedule was revised due to the requirement to not proceed until after the November 2000 election. MERC Commission approved an extension of the contract in its Resolution No. 01-20 dated May 18, 2001 to increase the cost of service to \$199,850 and to extend the time of the contract to September 1, 2001.

ISSUE

Due to recent re-structuring of the bid packages for the purpose of obtaining optimal coordination and pricing, the Project Team authorized and executed Amendment 2 to extend the time of the contract from September 1, 2001 through December 31, 2001. It has been determined, however, that the remaining bid packages should be released in the Spring of 2002 in order to achieve the most effective bid market for the remaining project issues. Pre-construction services by Hoffman Construction, which provides review and coordination of bid documents prepared by the Design Team, needs to be extended for the completion of the Expansion Project bidding process. An extension of time through June 30, 2002 will provide the services necessary to coordinate the bidding of the remaining bid packages.

FISCAL ISSUES

There will not be any additional cost for this extension.

SCHEDULE

The original contract's term of service extended to April 5, 2001, and has been amended to December 31, 2001. It is clear that continued pre-construction time is needed for preparation of bid packages that will not be distributed until Spring of 2002, and Hoffman Construction will need to provide that service beyond the contract term of service. These pre-construction services are part of the requirements to complete this project and to verify that the coordination of contract documents is completed to the full advantage of the Owner.

RECOMMENDATION

Staff recommends that the Metropolitan Exposition-Recreation Committee agree to an extension of time for pre-construction services with Hoffman Construction through June 30, 2002. Staff further requests that the Commission authorize the Chairman, Secretary and Treasurer of MERC to execute a Change Order as in the form attached, and according to the conditions of the pre-construction services with Hoffman Construction.



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PORTLAND, OR 97232
TEL 503 238 0607
503 238 0647
.. www.oregoncc.org

EXPANSION

MEMO

November 12, 2001

TO: Jeff Blosser
Scott Moss

FROM: Karl Schulz 
Senior Project Manager
OCC Expansion Project

PROJECT: Oregon Convention Center Expansion

SUBJECT: Scheduling of Bid Packages and
Coordination with Pre-Construction Services

This letter is to define the decisions that have been made regarding bid packages for the Expansion Project. Over a year and a half ago, bid packages for the Project were defined by the Project Team for coordination with bidding and building permit issues. By using multiple bid packages, this would allow the Project to begin construction with the first phase and still allow the Design Team to complete their work on the remaining portions of the building. This fast track delivery of contract documents would provide the ability for the City of Portland to complete their extended review process while allowing for construction work to begin. This document clarifies the bid packages for the extension of Pre-Construction Services to September 2001 already approved by the MERC Commission, and accounts for the extended period now required to complete the remaining bid packages.

As of today's date, Bid Packages 1 through 6 have been bid. As anticipated in the original planning, there was proposed Bid Packages 7 and 8 that would include AV equipment and signage. As of today's date, the Project Team has made a modification to the total number of bid packages in order to facilitate new issues and/or to react to conditions in the marketplace. For that reason, the following defines what decisions were made and why bid packages have been segregated.

Bid Package 6A is a new package developed for bidding the street lighting work. The street lighting work was not identified by the Design Team to be coordinated into the contract documents until the very end of Bid Package 5/6. There was not a significant amount of time to complete the drawings and have them reviewed by the City of Portland. For that reason, Bid Package 6A was developed and coordinated by Hoffman Construction for the street lighting. As of today's date, that Bid Package has been distributed and Hoffman Construction is seeking bids for that work. By completing the bid process for this package using this methodology, the street lighting can be coordinated with the remaining site work for the Project.

Bid Package 7 was defined to be signage. Due to changes in the City codes as defined in the Signs 2000 document, the sign package now needs to be reviewed by Planning before it can be implemented. This regulatory requirement will extend the amount of time required to complete the bid, design, and purchasing. For this reason and with the coordination of the opening of the parking garage in April 2002, Bid Package 7A is being developed to allow the Project Team to proceed with the design, bidding, and construction of the signage of the parking garage before the remaining project signage goes through the regulatory process as required by the City. The remaining signage which includes the exterior and the interior signage for the Expansion, will be part of Bid Package 7B, and its design phase will be completed early next year.

Bid Package 8 was defined as the work for the AV systems for the Expansion. The AV equipment was delayed to provide the latest technical equipment that can be provided in the marketplace. If this work had been bid with the original Bid Package 5/6, that equipment bid would have approximately two years old technology by the time it was installed. Significant changes continue to evolve in electronics and resulting features for AV. If bid with Bid Package 5/6, the Project could possibly have provided equipment that was almost obsolete before it was installed. By delaying the bids for Bid Package 8 until as late as possible, this will provide the Convention Center with the latest electronic equipment for the AV systems. Therefore, Bid Package 8 is scheduled to be bid in early 2002.

Most of these changes were anticipated this past June with the development of Amendment #1 to the contract with Hoffman for Pre-Construction Services. This amendment, in part, extended the Pre-Construction agreement through September 1, 2001, and was approved by the MERC Commission via MERC Resolution #01-20. The Hoffman team will continue to provide estimating and coordination of these bid packages. I will request of the MERC Commission in November that the pre-construction schedule be extended until June 2002 to coordinate the remaining service from Hoffman Construction to manage the bid packages as defined above.

Change Order Amendment No. #2



Hoffman Construction Company
MERC Contract #922092
For Pre-Construction Services for the
Oregon Convention Center Expansion

This Amendment extends the Personal Services Agreement (Contract) No. 922092 between the Metropolitan Exposition-Recreation Commission, referred to hereinafter as MERC, and Hoffman Construction Corporation referred to hereinafter as "Hoffman Construction" for Pre-Construction Services, which was effective April 5, 2000.

The original duration of the contract was effective April 5, 2000 thru April 5, 2001. Change Order Amendment #1 extended that date and remained in effect until and including September 1, 2001. This Amendment #2 extends the Contract term to include services through December 31, 2001.

All other terms and conditions of the Contract shall remain unchanged.

MERC:

Hoffman Construction Corporation

By: [Signature]

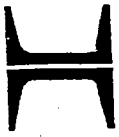
By: [Signature]

Title: Senior Project Manager

Title: VICE PRESIDENT

Date: 11/1/01

Date: 11/13/01



10/29/01
~~April 3, 2001~~



OCC Expansion Project
Mr. Karl S. Schulz
Senior Project Manager
777 NE MLK Jr. Blvd.
Portland, OR 97232

Re: OCC Expansion
Portland, Oregon

Dear Karl:

On April 3, 2001 we requested an extension to our Preconstruction Services Contract due to project delays for the OCC Expansion. A Change Order was issued and extended the pre-construction services provided from the initial RFP documents and GMP contract work through bid package 8.

The main cause of the added costs was due to the delay and extension of the preconstruction period. The contract previously only extends until April 5, 2001 and was based on the following:

1. Construction was scheduled to begin in October 2000, compared to actual of February 2001 – this is a 4-month delay and extension of pre-construction.
2. There were originally 5 bid packages identified, now there are 8. BP 7 and 8 were recently added and extends pre-construction services through October 2001.
3. GMP contract was to be established August 2000 compared to January 2001. This is a 5-month extension to the pre-construction agreement.

With the execution of the PreConstruction Services Change Order, the following process and services are being offered through the extended pre-construction period, which continue to be critical to the success of the project:

1. Services required to assist ZGF with Constructable, Coordinated, and Complete (Hoffman Construction C³ process) for the remaining BP 6A through 8.
2. The addition of BP 6A, 7, 7A and 8 was not previously identified, and HCC will ensure the scope will fit within the set Allowance amounts.
3. Revisions to the scope of the work and the BP 5/6 VE encountered during the services provided to date. Tracking and ensuring that all items are captured and the revised GMP budgets meet the final bid packages scope of work.
4. Alternates – these are to be tracked and coordinated through the bid packages for final pricing.

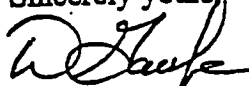
5. Misc. – there are several other areas, including permit tracking and other items that fall under the Construction Managers responsibility during pre-construction.

With the completion of BP 5/6 work, this is a summary of the remaining staff time required under pre-construction:

1. Dave Garske – Operations Manager for procurements and management of the above activities. .
2. Purchasing department for bid package issuance and management. Our estimating department, MEP support and scheduling have completed all of their preconstruction service work.

We feel we are going to be within our budget. However, with the continual delays to the bid packages, and creation of addition packages 6A and 7A, costs for preconstruction services and printing, have been exaggerated. We will continue to properly track costs against pre-construction and printing costs are going to be addressed separately. If you have any questions please let me know.

Sincerely yours,



Dave Garske
Operations Manager

cc: PreConstruction Contract File
Field
File