

**METROPOLITAN EXPOSITION-RECREATION COMMISSION**

**Resolution No. 03-40**

**For the Purpose of ratifying Contract #924754 with between MERC and ST II LLC dba Sign Tech, and authorizing the MERC General Manager to execute Amendment #3 on behalf of the Commission to increase the total contract price to \$263,253.00.**

**WHEREAS, as part of the Oregon Convention Center Expansion project, Hoffman Construction requested bids for the replacement of existing interior signage, a project intended to coordinate and upgrade existing signage and provide a more seamless building; and**

**WHEREAS, the signage replacement project was eliminated from the GMP; and**

**WHEREAS, the Oregon Convention Center staff subsequently elected to use the savings from the project to replace the existing signage; and**

**WHEREAS, ST II LLC dba Sign Tech, the low bidder, has been contracted to complete installation of wayfinding signs for the Oregon Convention Center, based on their knowledge and fabrication system for the custom signs; and**

**WHEREAS, the facility director requested the signage be completed as soon as possible in order to determine the actual cost impacts to complete this work; and**

**WHEREAS, the original contracted amount of \$207,000, and Amendment #1 of \$41,400 was established based on known scope of work; and**

**WHEREAS, additional signs and sign changes had been previously handled in Amendments #1 & #2; and**

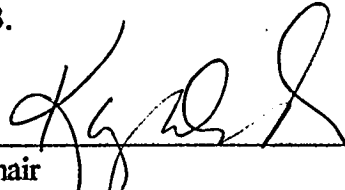
**WHEREAS, multiple impacts due to unforeseen and differing site conditions arose causing increased costs, and modifications to the support structures for the new signs were required; and**

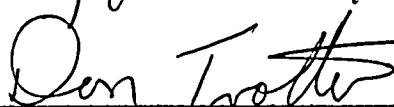
**WHEREAS, the OCC Expansion Team recommends approval of Amendment #3 in the amount of \$14,853 for the purpose of incorporating identified change of scope work, as identified in Amendment #3, into Contract #924754 with ST II LLC dba Sign Tech and increasing the contract amount to \$263,253.00.**

**BE IT THEREFORE RESOLVED AS FOLLOWS:**

1. That the Metropolitan Exposition-Recreation Commission hereby ratifies Contract No. 924754 with ST II LLC dba Sign Tech, including the contract amendments, all attached hereto as Exhibit A; and
2. That the Metropolitan Exposition-Recreation Commission approves Amendment #3 to MERC contract #924754 with Sign Tech; and
3. That the MERC General Manager is authorized to execute Amendment #3, in a form substantially similar to Exhibit B, to MERC contract #924754 on behalf of the Commission.

Passed by the Commission on October 22, 2003.

*Vice*   
Chair

  
Secretary-Treasurer

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

By:

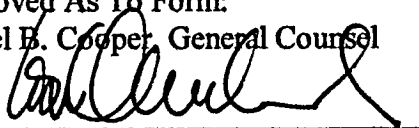
  
Senior Assistant Counsel

Exhibit A: Contract No. 924754

Exhibit B: Amendment #3 to MERC Personal Services Agreement #924754

## STAFF REPORT

**ISSUE:** Approval of Amendment #3 to MERC Contract # 924754 with SIGNTECH for additional wayfinding signage, for the Oregon Convention Center Expansion, and authorizing the MERC General Manager to execute amendment #3 for \$14,853 necessary to complete the project up to a total contract price of \$263,253.00.

**Resolution:** 03-40

**Date:** October 22, 2003

**Presented by:** Karl Schulz

### **Background/Analysis:**

MERC entered into a contract with SIGNTECH under contract #924754 to install wayfinding signs throughout the existing Oregon Convention Center. Amendment #1 was voided and not executed. Amendment # 2 provided additional programmed signage in the existing building that were funded once savings became available. Amendment #2 increased the contract amount by \$ 41,400 for a total contract of \$ 248,400. By contract, SIGNTECH fabricated and installed signs required for the existing building to provide signage that match the Expansion Signage that resulted in a seamless look for signage in the facility.

### **Issue**

The signage contracted and installed by SIGNTECH as designed was tested for wayfinding effectiveness by OCC staff. The OCC Director and staff determined that additional adjustments would provide critical improvements to the wayfinding system. Their recommendations included revising text and providing additional signage at critical locations. This included modifications of signage in both phases of the facility. The OCC Director also recommends that the investment in additional signage would reduce operational costs by reducing the amount of temporary signage to be provided for events.

Based on the types of changes requested by the OCC Director, the Expansion Team determined the most cost effective method to complete the changes to the signage, is to contract with the original signage vendor. SIGNTECH has the materials and shop drawings documents to effectively make the modifications without impacting the appearance in the shortest amount of time. This will achieve the seamless look desired by OCC.

Funds for completing this work have been made available with the additional savings from the project since the cost for this additional work is minimal. However, this additional work was not anticipated. The previous amendment costs to date for SIGNTECH's contract are at 20% of the original contract amount. The cost for the additional signage will exceed MERC's amendment cap of 20% to the original contract amount.

### **Solution:**

The Expansion Team requests the MERC Commission waive the 20% cap for this contract. This would remove the cap on the maximum contract amount and would allow Amendment #3 to be approved by MERC.

### **Fiscal Issues:**

The Expansion Project's additional savings for projects provides funding for this amendment. Therefore this amendment can be funded without impacting the project budget.

### **Recommendation:**

Staff recommends that the MERC Commission waive the 20% cap for contract amendments and, further approve, and authorize the MERC General Manager to execute, Change Order Amendment #3 to contract # 924754 with SIGNTECH, Inc. in the amount of \$14,853 for additional signage modifications for the Oregon Convention Center Expansion This would increase the contract "not to exceed" payment to \$263,253.00.

## **PUBLIC CONTRACT**

**THIS CONTRACT** is entered into between the Metropolitan Exposition-Recreation Commission (MERC), whose address is P.O. Box 2746, Portland, Oregon 97208 and governing body for the Oregon Convention Center located at 777 NE Martin Luther King, Jr. Blvd, Portland, OR 97232 and ST II LLC, dba Sign Tech, whose address is 6306 – 215<sup>th</sup> Street SW, Mountlake Terrace, WA 98043 hereinafter referred to as the “CONTRACTOR.”

In exchange for the promises and other consideration set forth below, the parties agree as follows:

### **Scope of Work**

CONTRACTOR shall perform the work and/or deliver to MERC the goods and services described in the Scope of Work attached hereto as Attachment A, and all other exhibits and documents which are incorporated into this Contract by reference. All services and goods shall be of good quality and, otherwise, in accordance with the Scope of Work.

### **Term of Contract**

The term of this Contract shall be for the period commencing January 27, 2003, through and including May 15, 2003.

### **Payment**

MERC shall pay the CONTRACTOR, on a time and materials basis, for work performed and/or goods supplied as described in the Scope of Work a maximum sum not to exceed TWO HUNDRED SEVEN THOUSAND DOLLARS (\$207,000.00). MERC shall not be responsible for payment of any materials, expenses or costs other than those that are specifically included in the Scope of Work. Scope of Work is defined by Bid Package 7B. Adjustments to the scope and cost of contract will be adjusted based on changes defined by MERC. Change orders will adjust the contract amount accordingly.

### **Termination**

MERC may terminate this Contract upon giving CONTRACTOR written notice. In the event of termination, CONTRACTOR shall be entitled to payment for work performed to the date of termination. MERC shall not be liable for indirect or consequential damages. Termination by MERC will not waive any claim or remedies it may have against CONTRACTOR.

### **Independent Contractor Status / Liability and Indemnity**

CONTRACTOR shall be an independent CONTRACTOR for all purposes and shall be entitled only to the compensation provided for in this Contract. Under no circumstances shall CONTRACTOR be considered an employee of MERC. CONTRACTOR shall provide all tools or equipment necessary to carry out this Contract. CONTRACTOR assumes full responsibility for the content of its work and performance of CONTRACTOR'S labor, for obtaining and maintaining all licenses and certifications necessary to carry out this Contract, for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the Scope of Work, and for meeting all other requirements of law in carrying out this

Contract. CONTRACTOR shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to MERC.

CONTRACTOR assumes full responsibility for all liability for bodily injury or physical damage to person or property arising out of or related to the Contract, and shall defend, indemnify, and hold harmless the City of Portland, Metropolitan Exposition-Recreation Commission, Metro, their agents, elected and appointed officials, and employees, (the Indemnities) from any and all claims, demands, the performance of this Contract. CONTRACTOR is solely responsible for paying CONTRACTOR'S subcontractors and nothing contained herein shall create or be construed to create any contractual relationship between any subcontractor(s) and MERC

#### **Insurance**

The Owner will provide OCIP insurance as defined in the bidding documents for this work. The CONTRACTOR shall comply with all of the OCIP requirements.

CONTRACTOR shall purchase and maintain at CONTRACTOR'S expense, the following types of insurance covering the CONTRACTOR, its employees and agents.

- A. Automobile bodily injury and property damage liability insurance. Insurance coverage shall be a minimum of \$1,000,000 per occurrence. If coverage is written with an aggregate limit, the aggregate limit shall not be less than \$1,000,000. MERC its elected officials, departments, employees, and agents shall be named as an ADDITIONAL INSURED. Notice of any material change or policy cancellation shall be provided to MERC thirty (30) days prior to the change.

This insurance as well as all workers' compensation coverage for compliance with ORS 656.017 must cover CONTRACTOR'S operations under this Contract, whether such operations be by CONTRACTOR or by any subcontractor or anyone directly or indirectly employed by either of them.

CONTRACTOR shall provide MERC with a certificate of insurance complying with this article and naming MERC as an additional insured within fifteen (15) days of execution of this Contract or twenty-four (24) hours before services under this Contract commence, whichever date is earlier.

#### **Public Contracts and Prevailing Wages**

All applicable provisions of ORS chapters 187 and 279, and all other terms and conditions necessary to be inserted into public contracts in the State of Oregon, are hereby incorporated as if such provision were a part of this Agreement, including, but not limited to, ORS 279.310 to 279.320. Specifically, it is a condition of this contract that Contractor and all employers working under this Agreement are subject employers that will comply with ORS 656.017 as required by 1989 Oregon Laws, Chapter 684. Effective date for wages is January 1, 2000.

CONTRACTOR shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.

For public work subject to ORS 279.348 to 279.365, the Contractor shall pay prevailing wages and shall pay an administrative fee to the Bureau of Labor and Industries pursuant to the administrative rules established by the Commissioner of the Bureau of Labor and Industries. Contractor is solely responsible for all administrative processing and fees, as referenced above.

**Quality of Goods and Services**

Unless otherwise specified, all materials shall be new and both workmanship and materials shall be of the highest quality. All workers and subcontractors shall be skilled in their trades. CONTRACTOR guarantees all work against defects in material or workmanship for a minimum of one year from date of completion, or longer if defined in the Bid Documents. All guarantees and warranties of goods furnished to CONTRACTOR or subcontractors by any manufacturer or supplier shall be deemed to run to the benefit of MERC.

**Project Information**

CONTRACTOR shall share all project information and fully cooperate with MERC and MERC's Authorized Representatives, including coordinating and scheduling all work through the Owner's Representative, and informing Owner's Representative of all aspects of the Project including actual or potential problems or defects. CONTRACTOR shall abstain from releasing any information or project news without the prior and specific written approval of MERC.

**Ownership of Documents**

All documents of any nature including, but not limited to, reports, drawings, works of art and photographs, produced by CONTRACTOR pursuant to this agreement are the property of MERC and it is agreed by the parties hereto that such documents are works made for hire. CONTRACTOR does hereby convey, transfer and grant to MERC all rights of reproduction and the copyright to all such documents.

**Right to Withhold Payments**

MERC shall have the right to withhold from payments due CONTRACTOR such sums as necessary, in MERC's sole opinion, to protect MERC against any loss, damage, or claim which may result from CONTRACTOR'S performance or failure to perform under this agreement or the failure of CONTRACTOR to make proper payment to any suppliers or subcontractors.

A liquidated damages provision is contained in the Bid Documents, and if CONTRACTOR has, in MERC's opinion, violated that provision, MERC shall have the right to withhold from payments due CONTRACTOR such sums as shall satisfy that provision. All sums withheld by MERC under this Article shall become the property of MERC and CONTRACTOR shall have no right to such sums to the extent that CONTRACTOR has breached this Contract.

**Safety**

If services of any nature are to be performed pursuant to this agreement, CONTRACTOR shall take all necessary precautions for the safety of employees and others in the vicinity of the services being performed and shall comply with all applicable provisions of federal, state and local safety laws and building codes, including the acquisition of any required permits.

**Integration of Contract Documents**

All of the provisions of any bidding documents including, but not limited to, the Advertisement for Bids, General and Special Instructions to Bidders, Proposal, Scope of Work, and Specifications which were utilized in conjunction with the bidding of this Contract are hereby expressly incorporated by reference. Otherwise, this Contract represents the entire and integrated agreement between MERC and CONTRACTOR and supersedes all prior negotiations, representations or agreements, either written or oral. This Contract may be amended only by written instrument signed by both MERC and CONTRACTOR. The law of the state of Oregon shall govern the construction and interpretation of this Contract.

**Compliance**

CONTRACTOR shall comply with federal, state, and local laws, statutes, and ordinances relative to the execution of the work. This requirement includes, but is not limited to, non-discrimination, safety and health, environmental protection, waste reduction and recycling, fire protection, permits, fees and similar subjects.

**Assignment**

This Contract is binding on each party, its successors, assigns, and legal representatives and may not, under any circumstances, be assigned or transferred by either party.

**Situs**

The situs of this Contract is Portland, Oregon. Any litigation over this agreement shall be governed by the laws of the State of Oregon and shall be conducted in the Circuit Court of the State of Oregon for Multnomah County, or, if jurisdiction is proper, in the U.S. District Court for the District of Oregon.

**Attorney's Fees**

In the event of any litigation concerning this Contract, the prevailing party shall be entitled to reasonable attorney's fees and court costs, including fees and costs on appeal to any appellate courts.

**No Waiver of Claims**

The failure to enforce any provision of this Contract shall not constitute a waiver by MERC of that or any other provision.

ST II LLC (dba Sign Tech)

Metropolitan E-R Commission

By [Signature]

By [Signature]

Title: Principal

Title: Project Manager E-RECURRING DIRECTOR-OC

Date: 2-05-03

Date: 2/12/03 2/12/03

Attachment A: Scope of Work: Replacement of Existing Interior Signage, 1/27/03

**SCOPE OF WORK**  
**Replacement of Existing Interior Signage**

**Description of the Work:**

ST II LLC, dba Sign Tech, herein referred to as CONTRACTOR, will provide the following services:

1. CONTRACTOR shall provide signage as defined in Bid Package 7B Interior and Exterior Signs, Alternate #25. Final scope of work from value engineering process to be defined by change order.
2. CONTRACTOR shall comply with all requirements of Bid Package 7B for the execution of this work. Bid Package 7B Documents were issued June 21, 2002 and included Addendum #1 dated July 26, 2002.
3. CONTRACTOR shall provide all documentation required by the bid documents including shop drawings, hoisting and erecting safety plans and provisions, scaffolding as needed, and removal of all debris. CONTRACTOR shall provide engineering drawings to be submitted to the City of Portland for approval that includes the stamp of a professional engineer license in Oregon, and installation plans.
4. CONTRACTOR shall provide shop drawings for approval by the Architects and the City of Portland to meet deferred structural submittal requirement.
7. CONTRACTOR shall complete the installation and cleanup by April 15, 2003.
8. CONTRACTOR shall coordinate and schedule all work with the OCC Expansion Office to coordinate the installation for the least impact to the operation of the Oregon Convention Center. Events will be taking place in the building during installation. The CONTRACTOR shall schedule with MERC installation so it does not impact OCC events. Contract cost is for standard installation hours. If nights/overtime installation is required by MERC, price revision will follow.
9. CONTRACTOR shall remove existing signage and turn over to Owner for their use. Sign Tech assumes sizes of replacement signs are larger than existing signs and will cover damaged walls. MERC to review sign types assigned by Sign Tech to confirm wall damage is covered. Wall repair is not included in Scope of Work.
10. CONTRACTOR shall participate in the OCIP program as defined in the contract documents and provide documentation as required. CONTRACTOR should make every effort to comply with City, County, PDC Workforce Training and Hiring Program and embrace the call of stimulating growth of minority and women-owned businesses.



**Payment and Billing**

CONTRACTOR shall perform the above work for a maximum price not to exceed :

Alternate #25: The low bid was received by Hoffman Construction Corporation on 8/6/02 for Alternate #25 by ST II LLC, dba Sign Tech in the amount of \$207,000.00 for replacement of existing interior signs.

**Total Maximum Not To Exceed price for this contract is:  
TWO HUNDRED SEVEN THOUSAND DOLLARS (\$207, 000.00).**

Adjustments to the scope and cost of contract will be adjusted based on changes defined by MERC. Change orders will adjust the contract amount accordingly.

The maximum price includes all fees, costs, and expenses of whatever nature. Each of Metro's payments to CONTRACTOR shall equal the percentage of the work CONTRACTOR accomplished during the billing period. CONTRACTOR'S billing statements will include an itemized statement of work done and expenses incurred during the billing period, will not be submitted more frequently than once a month, and will be sent to MERC, Attn: OCC Expansion Office, PO Box 2746, Portland, OR 97208. MERC will pay CONTRACTOR within 30 days of receipt of an approved billing statement.



Change Order Amendment No. #2 |

OK'D  
AS PER  
METRO  
6/23/03

**SIGNTECH - Contract #924754**



This Amendment modifies the Personal Services Agreement (Contract) #924754 between the Metropolitan Exposition-Recreation Commission, referred to hereinafter as MERC, and SIGNTECH, referred to hereinafter as "Contractor", 6306 215<sup>th</sup> St. SW, Mountlake Terrace, WA, 98043.

777 NE MLK JR BLVD

PORTLAND, OR 97232

TEL 503 238 0607

FAX 503 238 0647

www.oregoncc.org

*This Change Order Amendment is to extend the date of Contract 924754, with SignTech, from May 15, 2003 until December 30, 2003.*

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

MERC

By: [Signature]  
Date: 6/19/03

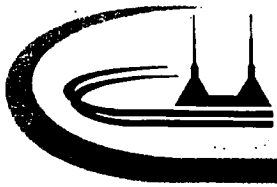
SIGNTECH

By: [Signature]  
Date: 6/17/03

EXPANSION

By: [Signature]  
Date: 6/11/03

**EXPANSION**



# Oregon Convention Center

## Change Order Amendment No. #2

### **SIGNTECH - Contract #924754**

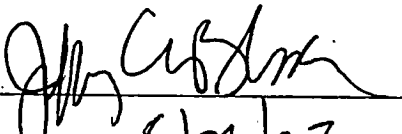
This Amendment modifies the Personal Services Agreement (Contract) #924754 between the Metropolitan Exposition-Recreation Commission, referred to hereinafter as MERC, and SIGNTECH, referred to hereinafter as "Contractor", 6306 215<sup>th</sup> St. SW, Mountlake Terrace, WA, 98043.

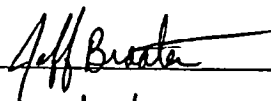
*An additional sum of \$41,400 (Forty-One Thousand Four Hundred and 00/100 Dollars) is to be added to the Contract and paid upon invoicing for additions to the scope of work as per the attached work change order spreadsheet dated August 26, 2003. This will raise the "Not To Exceed" contract total from \$207,000.00 (Two-hundred and Seven Thousand dollars and 00/100 dollars) to \$248,400.00 (Two Hundred Forty-eight Thousand, Four Hundred and 00/100 dollars).*

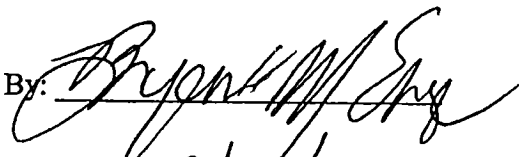
All other terms and conditions of the Contract shall remain unchanged.

MERC

SIGNTECH

By:   
Date: 8/26/03

By:   
Date: 8/27/03

By:   
Date: 8/26/03



A SERVICE OF METRO

# Sign Transition Tasks

\*All Signs to be order or are still need to be installed are SHADED.

Sign Tech's Comments in Blue

Sign	Text	Status	Details	Add	Price (Each)	Quantity	Total	Contract Tracking
<b>Replacement Signs (ALL SIGNS)</b>								
AB	Escalators Signs	Sign Tech	ST will add to the change order the price as a change order.	+	\$9,800.00	4.00	\$39,200.00	TBA
						<b>Total</b>	<b>\$39,200.00</b>	
1.FA.8	Elevator-(Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	CO#1A
2.FA.1	Elevator-(Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	CO#1A
2.FA.2	Elevator - (Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	CO#1A
2.SA.10	Storage 2531	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.11	Support 2540	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.12	Tickets 2570	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.13	Volunteers 2595	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.2	Conference 2550	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.3	Lounge 2580	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.4	Money 2565	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.5	Multi-Media 2560	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.6	Office 2951	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.7	Office 2545	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.8	Office 2590	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.9	Security 2575	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
3.FA.10	Elevator - (Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	OCC Change Order #1A
Installed	Maximum Capacity Signs		ST to verify status		\$68.94	33.00	\$2,275.00	OCC Change Order #1A
						<b>Total</b>	<b>\$5,615.00</b>	

Installed	FIRE EXTINGUISHER Signs ATTENTION: WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR FOR HALLS B & C. NO OPERABLE PARTITIONS MAY BLOCK ANY PORTION OF THE EXISTING CORRIDOR.	ST to verify status OCC has sign	\$125.00	9.00	\$1,125.00	OCC Change Order #3 OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR FOR HALLS C & D ATTENTION: DOORS TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR	OCC has sign	\$220.00	1.00	\$220.00	OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR FOR HALLS D & E ATTENTION: AIR WALL PANEL WITH FIRE EXIT DOOR SHALL NOT BE INSTALLED AT CROSS CORRIDOR INTERSECTION WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS B & C	OCC has sign	\$220.00	2.00	\$440.00	OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS D & E ATTENTION: AIR WALL PANEL WITH FIRE EXIT DOOR SHALL NOT BE INSTALLED AT CROSS CORRIDOR INTERSECTION WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS B & C	OCC has sign	\$220.00	1.00	\$220.00	OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS D & E ATTENTION: AIR WALL PANEL WITH FIRE EXIT DOOR SHALL NOT BE INSTALLED AT CROSS CORRIDOR INTERSECTION WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS B & C	OCC has sign	\$220.00	1.00	\$220.00	OCC Change Order #3

**Total**      **\$2,445.00**

Dedication Plaques	12" x 14" Bronze Plaques	\$370.00	3.00	\$1,110.00	CO#4
Dedication Plaques	4" x 4" Bronze Plaques	\$93.00	16.00	\$1,488.00	CO#4

**Total**      **\$2,598.00**

1.FA.9	Phones - (Both Sides)	Sign Tech	Sign Tech	+	\$610.00	1.00	\$610.00	CO#5
3.FA.9	VIP Suite D	Sign Tech	Sign Tech	+	\$915.00	1.00	\$915.00	CO#5
3.SC.8	Staff Only	Adam	ST to check on Status - May need quote	+	\$63.00	1.00	\$63.00	CO#5
3.SC.9	Staff Only	Adam	ST to check on Status - May need quote	+	\$63.00	1.00	\$63.00	CO#5
AF - Exist. - 6	Lower elevator lobbies	Sign Tech	Need Bolder Arrows	+	\$326.40	1.00	\$326.40	CO#5

AF - Exp Qty.3			Need Larger Arrow Bold	+	\$163.20		\$163.20	CO#5
CB - Exist. - 7	Elevator lobby signs	Sign Tech	Missing Arrows on all of them.	+	\$380.80	1.00	\$380.80	CO#5
CB - Exp Qty. 4			Bold					
EA	Wall Plaque - Meeting	Sign Tech	Need Larger Arrow Bold	+	\$217.60		\$217.60	CO#5
			Installed 5/14/03-5/15/03. Except B114-115	+		2.00		CO#5
SA	Misc. Small plaque	Sign Tech	Need to order backing before installation - Cost Based on (6)	+	\$50.00	6.00	\$300.00	CO#5
			OCC to install.					
SA #371	VIP Suite B	Adam	Put Backers Behind Sign - AC to send Size of Backer and Add Letter "B"	+	\$50.00	1.00	\$50.00	CO#5
SA #446	VIP Suite B	Adam	Put Backers Behind Sign - AC to send Size of Backer and Add Letter "B"	+	\$50.00	1.00	\$50.00	CO#5
TA	MLK Elevator - 2nd	Sign Tech	Installed					
	1st, 3rd	Sign Tech	(2) Full sized Sign per AC	+	\$517.50	2.00	\$1,035.00	CO#5
	Flat Panel	Sign Tech	Single Panel Flat per AC	+	\$100.00	1.00	\$100.00	CO#5
TA	Holladay Elevator - 2nd	Sign Tech	Installed					
	1st, 3rd.	Sign Tech	(2) Full sized Sign per AC	+	\$517.50	2.00	\$1,035.00	CO#5
	Flat Panel	Sign Tech	Single Panel Flat per AC	+	\$100.00	1.00	\$100.00	CO#5
3.TA.3	Elevator 11	Sign Tech		+	\$517.50	1.00	\$517.50	CO#5
TA - Elevator 11	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00	CO#5
TA - Elevator 13	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00	CO#5
TA - Elevator 14	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00	CO#5
TA - Elevator 16	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00	CO#5
TA - Elevator 17	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00	CO#5
	PORTLAND BALLROOM 251		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00	CO#5
	PORTLAND BALLROOM 252		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00	CO#5
	PORTLAND BALLROOM 253		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00	CO#5
	PORTLAND BALLROOM 254		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00	CO#5
	PORTLAND BALLROOM 255		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00	CO#5
	PORTLAND BALLROOM 256		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00	CO#5
	Name inserts	Adam		+	\$1,040.00			CO#5
	ELEVATOR PERMIT Elevator #11		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #12		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #13		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #14		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #15		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #16		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #17		ST to verify status		\$100.00	1.00	\$100.00	CO#5
	ELEVATOR PERMIT Elevator #18		ST to verify status		\$100.00	1.00	\$100.00	CO#5
<b>Total</b>							<b>\$10,456.50</b>	

Monument Signs	Redue	Sign Tech	ST to send full sized patterns Friday or Monday at the latest.	?			CO#6
3.VA.1	Oregon Convention Center Administration Office	Sign Tech	This is the VA sign ST is to work on Value Engineering	+	\$2,500.00	1.00	\$2,500.00 CO#6
						<b>Total</b>	<b>\$2,500.00</b>

CO#1
CO#2 & CO#3
CO#4 - Bronze Plaques
CO#5
CO#6
Escalator Signs
ORIGINAL BUDGET
ORIGINAL CV
<b>TOTAL ADDITIONS</b>
<b>Total</b>
<b>REMAINING BUDGET</b>

\$5,615.00
\$2,445.00
\$2,598.00
\$10,458.50
\$2,500.00
\$39,200.00
\$207,000.00
\$185,680.00
\$62,814.50
<b>\$248,494.50</b>
\$41,494.50 Over Budget



OREGON  
CONVENTION  
CENTER



777 NE MLK JR BLVD

PORTLAND, OR 97232

TEL 503 238 0607

FAX 503 238 0647

www.oregoncc.org

Amendment No. #3

**SIGNTECH - Contract #924754**

This Amendment modifies the Personal Services Agreement (Contract) #924754 between the Metropolitan Exposition-Recreation Commission, referred to hereinafter as MERC, and SIGNTECH, referred to hereinafter as "Contractor", 6306 215<sup>th</sup> St. SW, Mountlake Terrace, WA, 98043.

*An additional sum of \$14,853 (Fourteen Thousand Eight Hundred and 53/100 Dollars) is to be added to the Contract and paid upon invoicing for additions to the scope of work as per the attached work change order spreadsheet dated ~~September 3, 2003~~ <sup>October 16, 2003</sup>. This will raise the "Not to Exceed" contract total from \$248,400.00 (Two Hundred Forty-Eight Thousand, Four Hundred and 00/100 dollars) to \$263,253.00 (Two Hundred Sixty-Three Thousand, Two Hundred Fifty-Three and 00/100 dollars).*

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

MERC

SIGNTECH

By: [Signature]  
Title: GM  
Date: 10/30/03

By: [Signature]  
Title: ACCOUNT MANAGER  
Date: 11/3/03

EXPANSION

By: [Signature]  
Title: Project Manager  
Date: 11/3/03

EXPANSION



# Sign Transition Tasks

\*All Signs to be order or are still need to be installed are SHADED.

Sign Tech's Comments in Blue

Sign	Text	Status	Details	Add	Price (Each)	Quantity	Total	Contract Tracking
<b>Replacement Signs (ALL SIGNS)</b>								
AB	Escalators Signs	Sign Tech	ST will add to the change order the price as a change order.	+	\$9,800.00	4.00	\$39,200.00	TBA
							<b>Total</b>	<b>\$39,200.00</b>
1.FA.8	Elevator-(Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	CO#1A
2.FA.1	Elevator-(Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	CO#1A
2 FA 2	Elevator - (Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	CO#1A
2.SA.10	Storage 2531	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.11	Support 2540	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2 SA.12	Tickets 2570	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2 SA 13	Volunteers 2595	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.2	Conference 2550	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.3	Lounge 2580	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.4	Money 2565	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.5	Multi-Media 2560	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.6	Office 2951	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.7	Office 2545	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.8	Office 2590	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
2.SA.9	Security 2575	Sign Tech	Sign Tech - Missing ST to provide.		\$75.00	1.00	\$75.00	CO#1A
3.FA.10	Elevator - (Both Sides)	Sign Tech	Sign Tech - Missing ST to provide.		\$610.00	1.00	\$610.00	OCC Change Order #1A
Installed	Maximum Capacity Signs		ST to verify status		\$68.94	33.00	\$2,275.00	OCC Change Order #1A
							<b>Total</b>	<b>\$5,615.00</b>

Installed	FIRE EXTINGUISHER Signs ATTENTION: WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR FOR HALLS B & C, NO OPERABLE PARTITIONS MAY BLOCK ANY PORTION OF THE EXISTING CORRIDOR.	ST to verify status: OCC has sign	\$125.00	9.00	\$1,125.00	OCC Change Order #3 OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR FOR HALLS C & D ATTENTION: DOORS TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR	OCC has sign	\$220.00	1.00	\$220.00	OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE AN EXITING CORRIDOR FOR HALLS D & E ATTENTION: AIR WALL PANEL WITH FIRE EXIT DOOR SHALL NOT BE INSTALLED AT CROSS CORRIDOR INTERSECTION WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS B & C	OCC has sign	\$220.00	2.00	\$440.00	OCC Change Order #3
Installed	VERTICAL LIFT DOOR TO BE SET IN FULLY OPEN POSITION AND REMAIN OPEN WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS D & E ATTENTION: AIR WALL PANEL WITH FIRE EXIT DOOR SHALL NOT BE INSTALLED AT CROSS CORRIDOR INTERSECTION WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS B & C	OCC has sign	\$220.00	1.00	\$220.00	OCC Change Order #3
Installed	AIR WALL PANEL WITH FIRE EXIT DOOR SHALL NOT BE INSTALLED AT CROSS CORRIDOR INTERSECTION WHEN OPERABLE PARTITIONS ARE DEPLOYED TO CREATE EXITING CORRIDOR FOR HALLS B & C	OCC has sign	\$220.00	1.00	\$220.00	OCC Change Order #3

<b>Total</b>	<b>\$2,445.00</b>
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Dedication Plaques	12" x 14" Bronze Plaques	\$370.00	3.00	\$1,110.00	CO#4
Dedication Plaques	4" x 4" Bronze Plaques	\$93.00	16.00	\$1,488.00	CO#4
		<b>Total</b>		<b>\$2,598.00</b>	

1.FA.9	Phones - (Both Sides)	Sign Tech	Sign Tech	+	\$610.00	1.00	\$610.00	CO#5
3.FA.9	VIP Suite D	Sign Tech	Sign Tech	+	\$915.00	1.00	\$915.00	CO#5
3.SC.8	Staff Only	Adam	ST to check on Status - May need quote	+	\$63.00	1.00	\$63.00	CO#5
3.SC.9	Staff Only	Adam	ST to check on Status - May need quote	+	\$63.00	1.00	\$63.00	CO#5
AF - Exist. - 6	Lower elevator lobbies	Sign Tech	Need Bolder Arrows	+	\$326.40	1.00	\$326.40	CO#5
AF - Exp Qty. 3			Need Larger Arrow Bold	+	\$163.20		\$163.20	CO#5
CB - Exist. - 7	Elevator lobby signs	Sign Tech	Missing Arrows on all of them. Bold	+	\$380.80	1.00	\$380.80	CO#5
CB - Exp Qty. 4			Need Larger Arrow Bold	+	\$217.60		\$217.60	CO#5

EA	Wall Plaque - Meeting	Sign Tech	Installed 5/14/03-5/15/03, Except B114-115	+		2.00			CO#5
SA	Misc. Small plaque	Sign Tech	Need to order backing before installation - Cost Based on (6) OCC to install.	+	\$50.00	6.00	\$300.00		CO#5
SA #371	VIP Suite B	Adam	Put Backers Behind Sign - AC to send Size of Backer and Add Letter "B"	+	\$50.00	1.00	\$50.00		CO#5
SA #446	VIP Suite B	Adam	Put Backers Behind Sign - AC to send Size of Backer and Add Letter "B"	+	\$50.00	1.00	\$50.00		CO#5
TA	MLK Elevator - 2nd	Sign Tech	Installed						
	1st, 3rd	Sign Tech	(2) Full sized Sign per AC	+	\$517.50	2.00	\$1,035.00		CO#5
	Flat Panel	Sign Tech	Single Panel Flat per AC	+	\$100.00	1.00	\$100.00		CO#5
TA	Holladay Elevator - 2nd	Sign Tech	Installed						
	1st, 3rd.	Sign Tech	(2) Full sized Sign per AC	+	\$517.50	2.00	\$1,035.00		CO#5
	Flat Panel	Sign Tech	Single Panel Flat per AC	+	\$100.00	1.00	\$100.00		CO#5
3.TA.3	Elevator 11	Sign Tech		+	\$517.50	1.00	\$517.50		CO#5
TA - Elevator 11	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00		CO#5
TA - Elevator 13	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00		CO#5
TA - Elevator 14	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00		CO#5
TA - Elevator 16	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00		CO#5
TA - Elevator 17	Flat Insert Only	Sign Tech		+	\$100.00	1.00	\$100.00		CO#5
	PORTLAND BALLROOM 251		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00		CO#5
	PORTLAND BALLROOM 252		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00		CO#5
	PORTLAND BALLROOM 253		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00		CO#5
	PORTLAND BALLROOM 254		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00		CO#5
	PORTLAND BALLROOM 255		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00		CO#5
	PORTLAND BALLROOM 256		ST to provide pricing - 3-1/2" Letter Annodized Bronze	+	\$545.00	1.00	\$545.00		CO#5
<hr/>									
	ELEVATOR PERMIT Elevator #11		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #12		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #13		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #14		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #15		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #16		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #17		ST to verify status		\$100.00	1.00	\$100.00		CO#5
	ELEVATOR PERMIT Elevator #18		ST to verify status		\$100.00	1.00	\$100.00		CO#5
							<b>Total</b>	<b>\$10,456.50</b>	

Monument Signs	Redue	Sign Tech	ST to send full sized patterns Friday or Monday at the latest.	7					CO#6
3.VA.1	Oregon Convention Center Administration Office	Sign Tech	This is the VA sign ST is to work on Value Engineering	+		1.00			CO#6
							<b>Total</b>	<b>(\$2,500.00)</b>	

**WORK FOR ADDITIONAL CONTRACT  
EXPANSION MONUMENT SIGNS**

Sign Type	PANELS		VINYL		MOVE		TOTAL
	Qty.	Cost	Qty.	Cost	Qty.	Cost	
1.AA.1	3	\$300.00			3.00	\$30.00	\$990.00
1.AA.2	3	\$300.00			2.00	\$30.00	\$960.00
1.AD.1-A	3	\$300.00	2	\$200.00	1.00	\$30.00	\$1,330.00
1.AD.1-B	4	\$300.00	1	\$200.00		\$30.00	\$1,400.00
1.CB.1			1	\$200.00			\$200.00
1.CB.2			1	\$200.00			\$200.00
1.KA.1			3	\$200.00			\$600.00
1.KA.2			3	\$200.00			\$600.00
2.AB.1-A	2	\$300.00	2	\$200.00			\$1,000.00
2.AB.1-B			2	\$200.00			\$400.00
3.AB.1-A	3	\$300.00	1	\$200.00	2.00	\$30.00	\$1,160.00
3.AB.1-B	3	\$300.00					\$900.00
3.AD.1-A	2	\$300.00	3	\$200.00	1.00	\$30.00	\$1,230.00
3.AD.1-B					3.00	\$30.00	\$90.00
23			19		<b>SUB TOTAL</b>		<b>\$11,060.00</b>

**EXISTING MONUMENTS**

CB-328					\$1.00	\$0.00	\$0.00
CB-356					\$1.00	\$0.00	\$0.00
CB-431					\$1.00	\$0.00	\$0.00
CB-473					\$1.00	\$0.00	\$0.00
KA-336	6	\$350.00					\$2,100.00
KA-471					\$1.00	\$400.00	\$400.00
KA-82			3	\$200.00			\$600.00
KA-83			3	\$200.00			\$600.00
KA-86			2	\$200.00			\$400.00
KA-96			2	\$200.00			\$400.00
KA-97			2	\$200.00			\$400.00
6			12		<b>SUB TOTAL</b>		<b>\$4,900.00</b>

**ADDITIONAL CONTRACT ITEMS**

Description	Qty.	Cost	
Additional Hours Due to As-Built Site Conditions	24.00	\$86.00	\$2,064.00
Carry Over from Other Contract	1.00	\$1,134.50	\$1,134.50
<b>SUB TOTAL</b>			<b>\$3,198.50</b>

**Punchlist Items**

Sign	Text	Status	Details	Add	Price (Each)	Quantity	Total	Contract Tracking
3.TA.3	Expansion-Higher Level		Text "Oregon ballrooms" is incorrect. Change Text to "Oregon Ballrooms"		\$100.00	1	\$100.00	
2.TA.11			Text "Oregon ballrooms" is incorrect. Change Text to "Oregon Ballrooms"		\$100.00	1	\$100.00	
1.TA.13	Elevator 13-Cab		Text "Oregon ballrooms" is incorrect. Change Text to "Oregon Ballrooms"		\$100.00	1	\$100.00	
1.TA.14			Text "Oregon ballrooms" is incorrect. Change Text to "Oregon Ballrooms"		\$100.00	1	\$100.00	

1.	Elevator 16-Cab	Text "Oregon ballrooms" is incorrect. Change Text to "Oregon Ballrooms"	\$100.00	1	\$100.00	
1.TA.17	Elevator 17-Cab	Text "Oregon ballrooms" is incorrect. Change Text to "Oregon Ballrooms"	\$100.00	1	\$100.00	
2.SA.5	Expansion-Mid Level	Lettering and Sign Missing from 2.SA.5. Text to be "Marketing IS, Manager/Webmaster"	\$100.00	0	\$0.00	
2.SA.13	Expansion-Mid Level	Lettering and Sign Missing from 2.SA.13. Text to be "Facilities Services Center"	\$75.00	0	\$0.00	
2.SA.3	Expansion-Mid Level	Lettering and sign Missing from 2.SA.3. Text to be "Volunteers Lounge"	\$75.00	0	\$0.00	
					<b>\$600.00</b>	

CO#1	
CO#2 & CO#3	
CO#4 - Bronze Plaques	
CO#5	
CO#6 - DELETED	
Escalator Signs	
Contract Save Multilights Total	
ORIGINAL BUDGET	
ORIGINAL CV	
TOTAL ADDITIONS	
<b>Total</b>	
REMAINING BUDGET	

\$5,615.00
\$2,445.00
\$2,598.00
\$10,456.50
\$39,200.00
\$17,694.50
\$207,000.00
\$185,680.00
\$75,509.00
<b>\$261,189.00</b>
\$54,189.00

Over Budget

Additional Amendment Amount

Cap for MERC Contract	
<b>OVER-CAP W/O Delay</b>	
As Built Delay for Site Conditions	

<b>\$248,400.00</b>
<b>\$12,789.00</b>
<b>\$2,064.00</b>