



**HOFFMAN CONSTRUCTION COMPANY
OF OREGON**

PROJECT MEETING MINUTES

METRO HEADQUARTERS

Our Job No. 9214

Meeting No: 1
Date: December 20, 1991
Location: Metro Office
Attendees: Glenn Taylor Metro
Sandy Stallcup Metro
Neil Saling Metro
Berit Stevenson Metro
Wayne Drinkward Hoffman Construction Company
Don Nail Hoffman Construction Company
Cade Lawrence Hoffman Construction Company

1-1-0 ACTION ITEMS

1-1-1 Recycling Program: Metro emphasized it would be prudent for HCCO to be very sensitive about recycling materials on the project. Metro tabled a preliminary estimate (attachments, Fig. #1 and #2) concerning recycling for HCCO's review. HCCO requested Metro not start removal of any potential materials for recycling until HCCO has defined the design further and how materials will be reused with the design. HCCO will review the project recycling needs and produce a program for recycling.

Action: HCCO
Date: 1/2/92

HCCO REVIEWING.

1. CLEANING BRICK
2. WRITING INCENTIVES IN CONTRACTS TO RECYCLE.

1-1-2 Prevailing Wages/Recycling: HCCO questioned how the project prevailing wage rule would be enforced as it relates to recycling and salvaging of materials. Metro will review the issue and get with HCCO.

Action: Metro
Date: 1/2/92

NOT COST EFFECTIVE

1-1-3 Hazardous Waste: Metro explained there are several areas of hazardous materials on the project which will need to be addressed. The main areas are as follow: a) Roof insulation; b) VAT flooring; c) light ballasts; and d) miscellaneous asbestos at piping, etc. The oil storage tank is being removed by PDI presently. Metro requested HCCO do an estimate on removal of the VAT and roof insulation based on a normal non-hazardous demolition. HCCO will put the estimates together but requested a copy of the asbestos survey. Metro will get HCCO a copy.

Action: HCCO/Metro
Date: 1/2/92

ASK KIM { → LIGHT BALLAST - HCCO
 → MISC ASBESTOS - TRANSITE PIPE + POWER ?

ROOF - HCCO TO GIVE VS ESTIMATE + PREMIUM
VAT - PROVIDE # IN BID + PREMIUM

✓ 1-1-4 Marblecrete Test Results: HCCO questioned whether the exterior marblecrete panels contain any asbestos. Metro explained a detailed testing by PDI indicated the panels were not a material requiring hazardous demolition methods. Metro will get HCCO a copy of the PDI test results.

Action: Metro ✓
Date: 1/2/92

1-1-5 Jobsite Offices: HCCO explained they will be setting up their construction offices in the basement level of the building and questioned Metro on what they would need for their offices. Metro explained they will definitely need a separate office but could be flexible on the conference room requirements. All parties agreed HCCO should submit a proposed plan of the offices so Metro can review.

Action: HCCO
Date: 1/2/92

✓ 1-1-6

Minority Participation: Metro voiced concern about HCCO being proactive in creating minority participation on the project. HCCO acknowledged the importance of being active with minority participation and will proceed accordingly. HCCO will report back on the minority participation issue.

Action: HCCO
Date: 1/2/92

✓ 1-1-7

Best Locks: Metro explained they desired Best locks on the project even though the RFP did not call for them. HCCO will look at the RFP requirements and write the hardware bid proposal such that competition can still be present.

Action: HCCO
Date: 1/2/92

✓ 1-1-8

Ramp Location: Metro explained they would like to see the parking ramp shifted to the east one bay so they create a large area for possible expansion. HCCO will review shifting the ramp against the traffic flow plan and get back with Metro.

Action: HCCO
Date: 1/2/92

1-2-0 **RESOLVED ITEMS**

NONE NOTED

1-3-0 UNRESOLVED ITEMS

NONE NOTED

1-4-0 INFORMATION ITEMS

1-4-1 Telephone Service vs. Vault: Metro requested HCCO continue to provide telephone service from Irving Street in lieu of utilizing the existing GTE vault.

1-4-2 Elevator and Window Design: HCCO reported they are pursuing pricing proposals on the elevator and window systems at this time.

1-4-3 Sprinkler/Water Piping: HCCO explained that presently the building waterlines and sprinkler piping are charged. The concern by HCCO is the potential freezing weather causing a break on the piping versus the risk of leaving the water on.

1-4-4 Project Meetings: All parties agreed the next project meeting will occur on 1/2/92 at 2:00 p.m. at the TVA office. Future project meetings will occur on Thursdays at 2:00 p.m.

1-4-5 Blazer Shuttle: Metro reported the Blazer group is scheduled to start utilizing the old parking lot in February, March, or April 1992 for shuttle service. Metro explained that street traffic will need to be kept clear during that time.

1-4-6 Project Fence: Metro explained they do not feel a perimeter site fence will be necessary until the exterior wall demolition begins.

Submitted by:

Cade Lawrence/ps

Cade Lawrence
Assistant Operations Manager

CL:ps
Attachments

cc: Attendees
Bob Thompson, TVA

ASK FLOR ABOUT DUMPSTER
FIND OUT ABOUT RECYCLING CHUTES
& AREA

Attachment Fig. #1

Attachment 1
ARCHITECTURAL SALVAGE
Salvageable Materials List

	1ST FLOOR	2ND FLOOR	3RD FLOOR	4TH FLOOR	PENTHOUSE	TTL QTY	PRICE /UNIT	TTL PRICE
TOILETS	12		9	6		27	\$0.00	\$0.00
MIRRORS	2		2	2		6	\$0.00	\$0.00
INTERIOR DOORS	5	21	16	25		67	\$0.00	\$0.00
TOTAL								\$0.00

Metro

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Architectural Salvage

Attachment,
Fig. # 2

Attachment 1
HIPPO HARDWARE
Salvageable Materials List

	1ST FLOOR	2ND FLOOR	3RD FLOOR	4TH FLOOR	PENTHOUSE	TTL QTY	PRICE/UNIT	TTL PRICE
URINALS	6		4	3		13	\$10.00	\$130.00
BATHROOM SINKS	11		8	6		25	\$5.00	\$125.00
UTILITY SINKS	2	1	1			4	\$5.00	\$20.00
12" LIGHT	11	11				22	\$0.50	\$11.00
18" LIGHT		7		2		9	\$1.00	\$9.00
SOLID CORE DOORS	15			15		30	\$3.00	\$90.00
WOOD PANNELING	8' X 30' T&G	8' X 40' T&G	SMALL DOOR	3' X 60' PANNELING		LUMP SUM	\$50.00	\$50.00
STAIR HAND RAILS	2 STAIR WELLS	2 STAIR WELLS				200 FT	\$.15/FOOT	\$30.00
SHELVING		1 UNIT				LUMP SUM	\$10.00	\$10.00
FIRE PULL BOXES				1		1	\$0.00	\$0.00
HVAC CONTROL PANEL					1 FREE STANDING PANEL	1	\$100.00	\$100.00
HVAC GRATES					2	2	\$0.00	\$0.00
SIGNAGE			MISC				\$0.00	\$0.00
SPOT LIGHTS					ROOF SPOTLIGHT	LUMP SUM	\$10.00	\$10.00
TOTAL								\$585.00

Metro

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Hippo Hardware

DON

230-1314

- OFFICE SET UP IN OLD LOADING DOCK AREA.
- DEMO - EXPLORATORY - LIST FROM KPFF
CORE DRILLING & STRENGTH ANALYSIS
- SLAB 1-10" THICK
WALLS ON W/SIDE POURED MONOLITHICALLY.

BOB - DESIGN