

**HOFFMAN CONSTRUCTION COMPANY
OF OREGON**

PROJECT MEETING MINUTES

METRO HEADQUARTERS

Our Job No. 9214

Meeting No: 2
Date: January 2, 1992
Location: TVA Office
Attendees: Glenn Taylor Metro
Sandy Stallcup Metro
Berit Stevenson Metro
Don Nail Hoffman Construction Company
Cade Lawrence Hoffman Construction Company
Bob Thompson Thompson Vaivoda & Associates
Paul Thimme Thompson Vaivoda & Associates

2-1-0 ACTION ITEMS

- ✓ 2-1-1 Loading Dock Compaction: HCCO voiced concern about the PDI tank removal subcontractor not compacting the tank area backfill. Metro will contact PDI about insuring the area is compacted properly.

Action: Metro PDI WILL COMPLETE
Date: January 9, 1992 HCCO WILL MONITOR

- ✓ 2-2-2 Demolition Drawings: TVA explained that they will be issuing initial demolition drawings by January 3, 1992 and the ext. non-structural drawings by January 15, 1992. HCCO and TVA will pursue demolition permits as the documents become available.

Action: TVA/HCCO
Date: January 3, 1992

✓ 2-1-3 Space Planning Meeting: TVA requested a meeting with Metro to review potential space planning designs. TVA and Metro scheduled to meet January 7, 1992 at 9:00 a.m. at TVA. Metro indicated they may want to proceed with the plaza level expansion area immediately. Metro will keep all parties involved.

Action: TVA/Metro
Date: January 2, 1992

✓ 2-1-4 Recycling Chutes/Garbage Containers: TVA questioned the status of Metro coming up with a size for the recycling chute and dumpster box. Metro explained they have been pursuing a final decision and will now expedite a decision to prevent schedule delays.

Action: Metro
Date: January 9, 1992 25" X 65" DIVIDED INTO 3

✓ 2-1-5 PP&L Energy Analysis: Metro reported they have a meeting with Glumac January 10, 1992 at 10:00 at Glumac's office to review the PP&L energy analysis issues. Any parties interested will attend the meeting.

Action: Metro
Date: January 10, 1992

2-2-0 **RESOLVED ITEMS**

1-2-5 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

As of January 2, 1992: HCCO tabled a preliminary plan (Attachment Fig. #2) for the construction office layout. Metro will review and let HCCO know of any revisions they would like added.

- 1-2-8 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

As of January 2, 1992: TVA reviewed relocating the parking ramp to the east one bay and found it would allow reasonable traffic flow. Metro approved moving the ramp (1) bay to the east so they have additional expansion area.

- 2-1-4 Recycling Chutes/Garbage Containers: TVA questioned the status of the recycling chutes and garbage containers. Metro will review the status and report back to TVA.
- 2-3-0 **UNRESOLVED ITEMS**

- ✓ 1-3-1 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

As of January 2, 1992: Same as above.

NEED MEETING - COORDINATION - ASK JIM GODDARD TO
NEXT MEETING

- 1-3-2 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

As of January 2, 1992: Metro initially felt prevailing wage should be utilized but decided to check in-house one additional time.

SEND ^{CONTRACTORS} TO METRO SALVAGERS JIM GODDARD.

SCOTT CARRILLO

- 1-3-3 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

As of January 2, 1992: Metro explained that it is critical they receive HCCO's pricing for demolition without asbestos so they can determine the premium costs. HCCO will review the original estimate and get back with Metro on base demolition costs. Metro will check with PDI on the actual scope of transite piping.

JERRY HOBSON

- 1-3-4 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

As of January 2, 1992: Metro distributed a copy of marblecrete final tests (Attachment Fig. #1) which showed there was no significant asbestos in the marblecrete. HCCO is still reviewing how marblecrete is to be removed. (Note: A formal written notice should be issued stating that marblecrete can be removed by mass demolition methods.)

HOFFMAN NEEDS
LETTER FROM
METRO/PDI ON
~~RESULTS~~

- 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

SIMILAR TO STATE PROJECT

As of January 2, 1992: HCCO explained that they are still reviewing the minority participation issue and hope to have resolution by next week.

- 1-3-7 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: January 1, 1992

✓ As of January 2, 1992: TVA acknowledged that they will need to write the hardware lock specification around Best locks. Metro explained that there are other hardware requirements they may need and they will submit further information which TVA can include in the specifications.

2-4-0 **INFORMATION ITEMS**

- 2-4-1 Next Meeting: The next Project Review meeting is scheduled for January 9, 1992 at 2:00 p.m. at TVA office.
- 2-4-2 Construction Activity: HCCO explained that they have completed selective demolition for KPFF and TVA at this time. TVA is in full swing designing from the new information. (See Attachment Fig. #3.)
- 2-4-3 Building Security: HCCO reported that there is evidence unidentified personnel are entering the building and scavenging materials. Metro authorized HCCO to secure the building to prevent further material removal.
- 2-4-4 Project Title: TVA explained that they are presently planning to title the project as the "Metro Headquarters." Metro approved the title and will get with TVA if they desire changes in the Metro logo.
- 2-4-5 Project Grid System: See Attachment Fig. #4 for TVA proposed grid system for the Project.

2-4-6 Project Organization Chart: HCCO tabled a preliminary organization chart (Attachment Fig #5) for Metro and TVA review. Metro and TVA will get with HCCO if they have any comments.

Submitted by:

Cade Lawrence

Cade Lawrence
Assistant Operations Manager

CL:cbm
Attachments

cc: Attendees
Wayne Drinkward, Hoffman

ELEVATOR OPENING ON RECYCLING SIDE OF EXISTING FREIGHT ELEV.?

DON

FREON IN EXISTING EQUIP. - HAVE THEY BEEN PURGED.

BERIT

ART COMMITTEE

BERIT

BOB THOMPSON

MICHAEL GREGORY

TOM DEJARDIN

LEE KELLEY

MIKE TAYLOR C & C ART DEPT

LOUIS ART CRITIC

GATEWAY ?

CONTRACT IN PROCESS @ METRO



Attachment,
Fig. #1

A DIVISION OF FGE

OREGON ANALYTICAL LABORATORY
14855 SW Old Scholls Ferry Road
Beaverton, OR 97007
(503) 644-5300
Fax: (503) 671-1404

SEP 16 Rec'd

BULK ASBESTOS ANALYSIS

METROPOLITAN SERVICE DIST.
2000 SW FIRST AVENUE
PORTLAND, OR 97201

BERIT STEVENSON

PO NO.: 48753

REPORT DATE: 91-09-12

REVIEW BY: S. LEMAY

Suzanne LeMay PROGRAM DIRECTOR

ANALYZED BY: S. LEMAY/S. CASSELL

SL ANALYST

DATE RECEIVED: 91-09-12

THE FOLLOWING SAMPLES WERE ANALYZED FOLLOWING EPA METHOD 600/M4-82-020
USING POLARIZED LIGHT MICROSCOPY WITH DISPERSION STAINING. THE REPORTED
PERCENTAGES ARE ON A WEIGHT/WEIGHT BASIS IN THE SAMPLE.
THIS TEST REPORT RELATES ONLY TO THE ITEMS TESTED.

SAMPLE ID: 091291-EXT-01

OAL ID: 70-I338-09734

SAMPLE IS: NONHOMOGENEOUS

SAMPLE COLOR IS: TAN

NONFIBEROUS MATERIALS: CAC03, QUARTZ, MICA, MINERALS

FIBER CONTENT OF SAMPLE:

<1 % CHRYSOTILE ASBESTOS

<1 % CELLULOSE

SAMPLE ID: 091291-EXT-02

OAL ID: 70-I338-09735

SAMPLE IS: NONHOMOGENEOUS

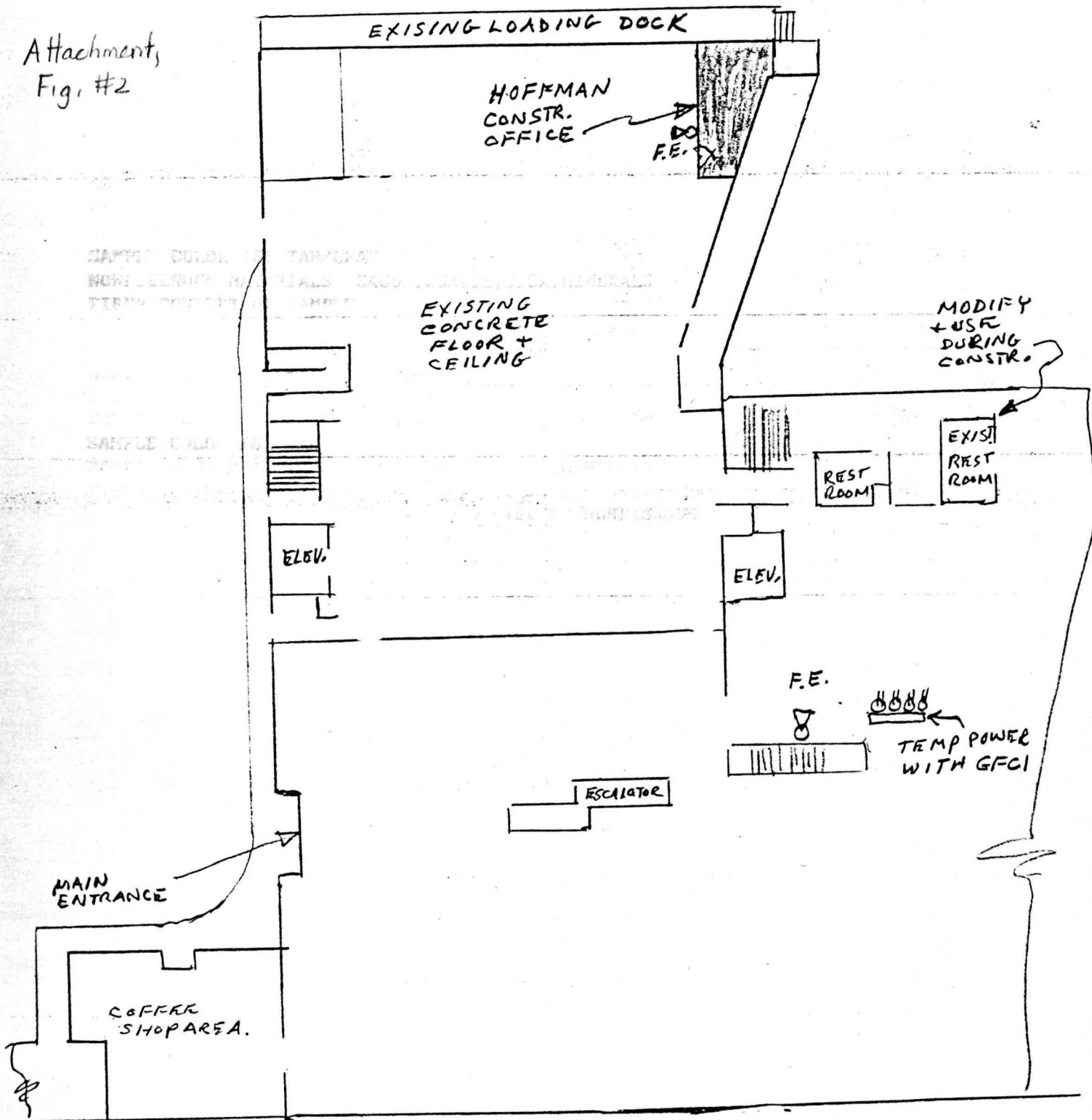
SAMPLE COLOR IS: TAN

NONFIBEROUS MATERIALS: CAC03, QUARTZ, FELDSPAR, MINERALS

FIBER CONTENT OF SAMPLE:

<1 % CHRYSOTILE ASBESTOS

Attachment,
Fig. #2

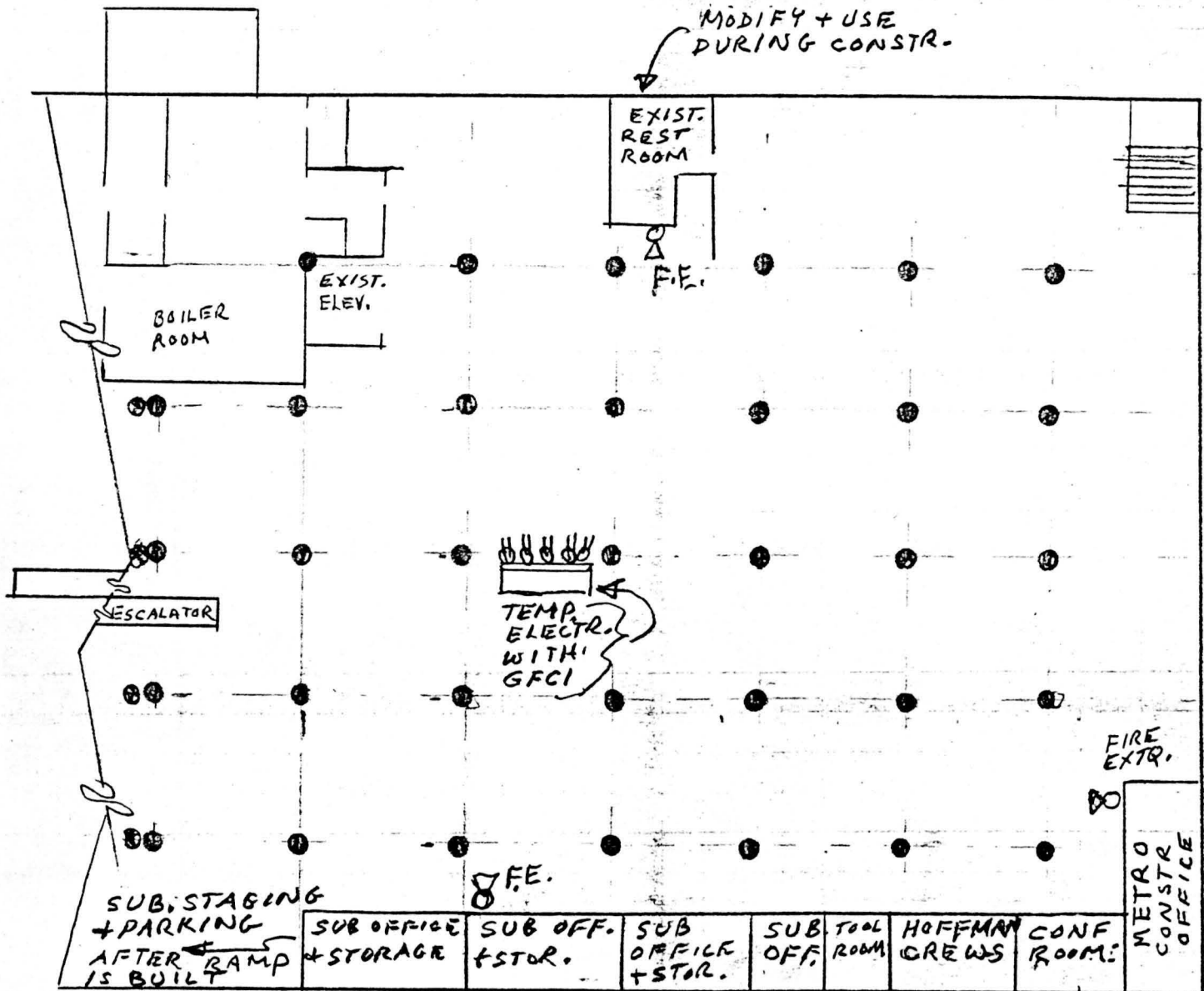


SECOND FLOOR PLAN

← N. GRAND AVE.

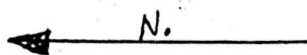
BY DM DATE 12-30-91 SUBJECT TEMP. OFFICES
CHKD. BY _____ DATE _____ METRO BLDG.

SHEET NO. 2 OF 1
JOB NO. 9214
HOFFMAN CONSTR.



BASEMENT PLAN FOR TEMP. OFFICES + STAGING

N.E. GRAND AVE.



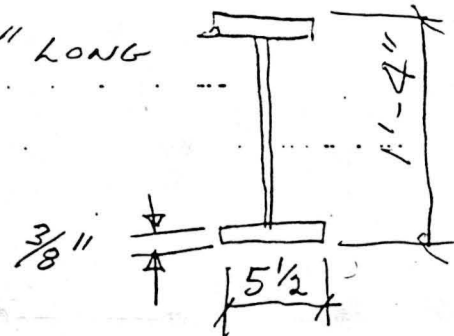
Attachment,
Fig. #3

CURRENT SELECTIVE DEMO. LIST

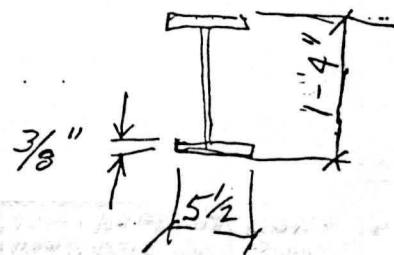
HCCD COMPLETED
LIST 1-2-92

- ✓ OPEN EXPANSION JOINT SO WE CAN SEE THE AMOUNT OF SEPERATION AT EACH LEVEL
- ✓ FIND OUT ATTACHMENT OF EXISTING INFILL WALLS AT WEST SIDE. CUT & KEEP OR DEMO. ENTIRELY?
- ✓ FIND OUT THICKNESS OF EXISTING CONCRETE WALLS
- ✓ X-RAY TO FIND OUT AMOUNT OF REBAR (OR CHIP OUT
- TAKE CORE SAMPLES OF EXISTING CONCRETE WALLS TO DETERMINE THEIR STRENGTH
- ✓ SIZES OF EXISTING STEEL BEAMS

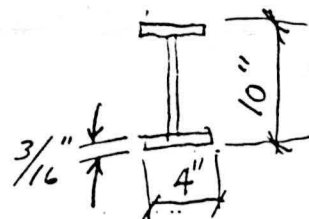
5 EA. BMS @ COFFEE SHOP 39'-6" LONG



3 EA. BMS 25' LONG



5 EA. BMS. 15' LONG

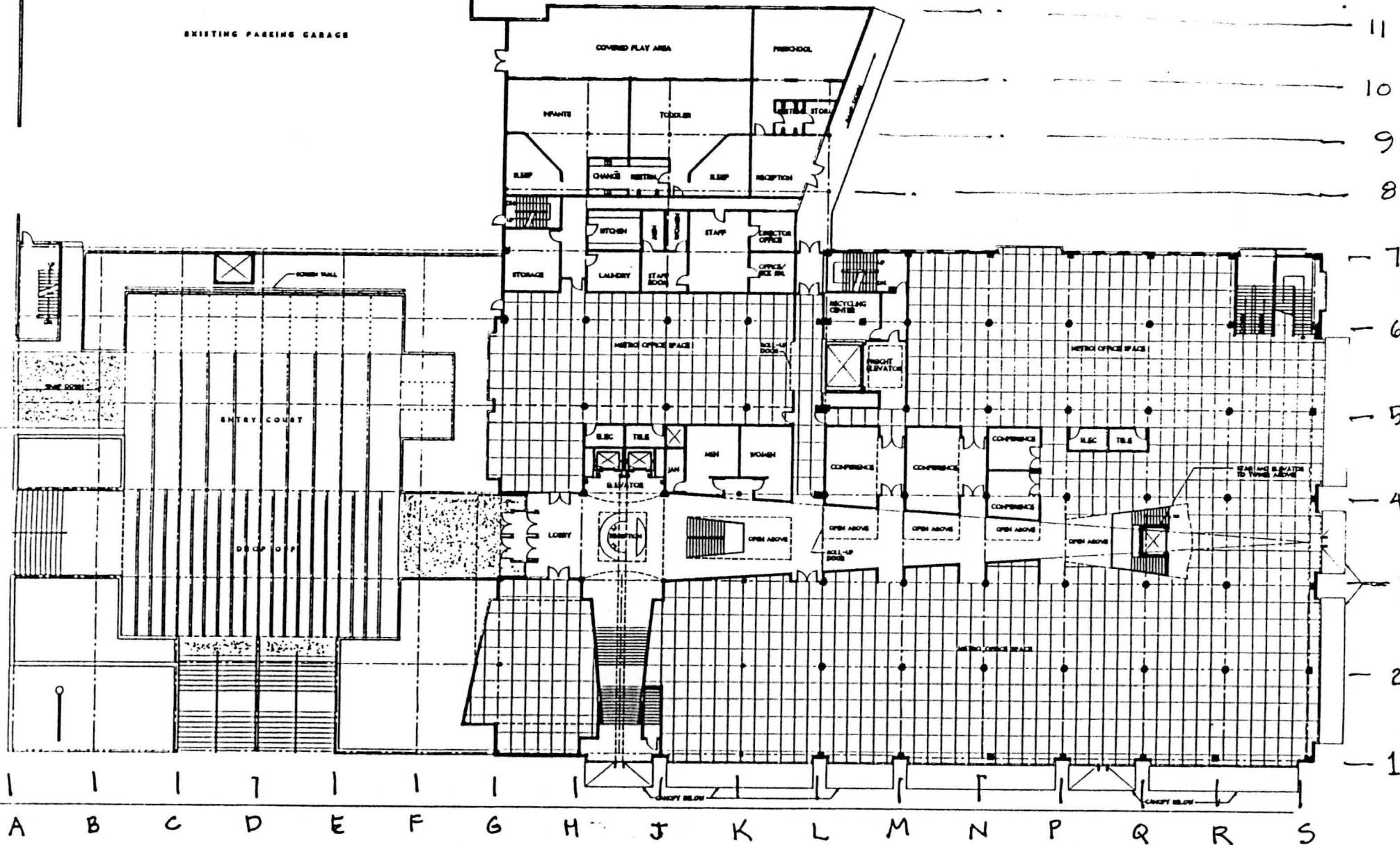


METRO GRID SYSTEM

12/91

Attachment,
Fig. #4

EXISTING PARKING GARAGE



2 MD FROM PLAN

Attachment,
Fig. #5

METRO
Neil Saling, Director

PROJECT MANAGER
Berit Stevenson

ASSISTANT MANAGEMENT ANALYST
Sandy Stallcup

CONSTRUCTION PROJECT MANAGER
Glenn Taylor

DESIGN/BUILD CONTRACTOR
HOFFMAN CONSTRUCTION
Wayne Drinkward, Project Manager

ASSISTANT OPERATIONS MANAGER
Cade Lawrence

PROJECT SUPERINTENDENT
Don Nail

ARCHITECT
TVA/COLE ASSOCIATED ARCHITECTS
Robert Thompson, AIA
Tom Cole, AIA

Landscape: Mayer/Reed
Carol Mayer Reed
Nick Wilson

Civil: KPFF
Stu Cato

Structural: KPFF
Jerry Dodd
Dave Roggenkamp

Mechanical: Glumac & Assoc.
Steve Straus
James Thomas

Electrical: Glumac & Assoc.
Ed Kirchner
Collin Matheny

Acoustical: CS Acoustics
Cliff Sroka

ESTIMATING
Richard Silliman

SCHEDULING
Kent Pothast

ARCHITECTURAL
Steve Potter

STRUCTURAL
Blair Bubenik

MECHANICAL
Jerry Rosette

ELECTRICAL
Millard Surratt

PURCHASING
Dave Myers

SAFETY/LABOR
Wayne Thomas

PROJECT ENGINEER

QUALITY CONTROL

SUBCONTRACTORS

EQUIPMENT YARD

DESIGN

INTERIOR DEMO PERMIT OBTAINED

EXTERIOR " " SUBMIT 1/15/92

3 APPEALS TO CITY

1. SMOKE DETECTORS VS FIRE CORRIDOR ON FLOORS 3 & 4
2. EXIT REQMNTS FOR TOWER
3. ELEVATOR DOORS @ LOBBIES

TVA/COKE TO GET DAY CARE CONSULTANT. METRO TO PAY

SCHEMATIC TI PACKAGE 1/28

* OTAK SURVEY.