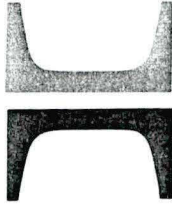


JUL 06 1992



**HOFFMAN CONSTRUCTION COMPANY  
OF OREGON**

**METRO HEADQUARTERS**

**PROJECT MEETING MINUTES**

**Our Job No. 9214**

Meeting No: 28  
Date: June 30, 1992  
Location: HCCO Field Office  
Attendees: Berit Stevenson Metro  
Glenn Taylor Metro  
Pat Merkle Metro  
Paul Thimm Thompson Vaivoda & Associates  
Wayne Drinkward Hoffman Construction Company  
Cade Lawrence Hoffman Construction Company  
Don Nail Hoffman Construction Company  
Bill Stotts Hoffman Construction Company

**28-1-0 ACTION ITEMS**

28-1-1 Telephone Main Feed: HCCO questioned where the main telephone connections would be located for the building. Metro explained they are still working with the Phone Company to determine whether the vault located in the Daycare would be used or whether a new service would be brought in from Irving. Metro will expedite a resolution from the Phone Company.

Action: Metro  
Date: 7/7/92

28-1-2 Water Meter Replacement: Metro explained the City was informing them that an existing 4" water meter would need to be replaced. Metro will research further with the City and give the information to HCCO for their action.

Action: Metro  
Date: 7/7/92

GET CADE COPY OF CITY  
LETTER.

28-2-0      **RESOLVED ITEMS**

- 18-2-1      Daycare Design Status: HCCO questioned the status of the Daycare area design work. Metro and TVA will get together to start the design process up again.

Action:    Metro/TVA  
Date:       4/28/92

See previous meeting minutes for prior status.

As of June 9, 1992: Metro reported they had their last design meeting with TVA on the Daycare area so TVA can now work toward finishing the construction documents. TVA committed to having the Daycare drawings issued by 6/24/92 for bidding.

As of June 16, 1992: TVA confirmed they are still on schedule with production of the Daycare drawings and will issue by 6/24/92. Metro explained they have a few revisions

forthcoming but all parties agreed those revisions would be incorporated following the 6/24/92 date. TVA will have Glumac get into how the existing interior manholes will be handled.

As of June 23, 1992: TVA requested another week to complete the documents appropriately. HCCO agreed to give them until 6/29/92 but any time beyond that date would be unacceptable.

As of June 30, 1992: TVA will issue the documents on 7/1/92.

- 26-2-1      Fitness Center Pricing: Metro questioned the status of the Fitness Center cost vs. the new design. HCCO explained they recently received the latest Fitness Drawings and will review the costs. Metro voiced concern about using carpet in the lavatory area and will discuss the issue with Bob Thompson. Metro requested TVA utilize fiberglass showers in lieu of ceramic tile showers.

Action:    HCCO/TVA  
Date:       6/23/92

As of June 23, 1992: Metro requested HCCO price the fiberglass vs. C.T. finish while doing the analysis. TVA will review the use of Santa products at the showers. The carpet issue was discussed and Metro will think more about whether carpet is acceptable. TVA will issue the T.I. documents showing the fiberglass showers.

As of June 30, 1992: HCCO explained they will include the Fitness Center pricing with the T.I. pricing from the drawings being issued on 7/1/92. TVA will have the Santana products listed as an alternate. Metro did not comment further on using carpet at the bathroom sink area.

28-3-0      **UNRESOLVED ITEMS**

- 2-3-5      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

See previous meeting minutes for prior status.

As of June 16, 1992: Metro will get a copy of the final "ECM" study to HCCO for review and final pricing. Metro confirmed they had received HCCO's preliminary pricing on the Energy Study and they are reviewing it at this time. Metro questioned the daylighting costs being in the RFP. HCCO will review.

As of June 23, 1992: HCCO explained they found a majority of the daylighting costs are covered under the RFP. There was an increase in the quantity of dimmable fixtures which is beyond the RFP and HCCO will get Metro that pricing. Metro will get HCCO a copy of the final "ECM" study.

As of June 30, 1992: Metro tabled a copy of the final "ECM" report for HCCO's review and pricing. HCCO explained they had checked with Harmon on the building glass quantity and were informed there is +15,200 S.F. of vision glass on the job. Metro requested HCCO work the glass quantity issue out with Glumac. Metro explained the new report includes the parking garage lighting information for HCCO to price.

✓ 4-3-5

Parking Structural Design: Metro explained they would like to see the design/build team start looking at the redesign of the parking garage. TVA and HCCO questioned what type of retrofit Metro was looking to receive. Metro will review their needs further and get back with the design/build team.

Action: Metro  
Date: January 23, 1992

See previous meeting minutes for prior status.

As of June 16, 1992: Same as above.

As of June 23, 1992: TVA explained they have a preliminary design review meeting with the City (Edgar Waehrer) to discuss the parking garage design. The tentative time is 2:00 on 6/29/92. Metro and HCCO will get together with kpff to review the engineering fees.

As of June 30, 1992: Metro and kpff met last week and came to an agreement on the parking garage structural design. kpff will resubmit their pricing proposal and HCCO will resubmit the overall proposal to Metro for approval. Metro explained the Parking Garage meeting with the City (Edgar Waehrer) will now occur on 7/2/92.

2 WEEKS MTR W/EDGAR ON PRELIMINARY DESIGN.

- 11-3-1     Paging System: HCCO questioned the status of a paging system for the project. Metro explained they do want a paging system included in the T.I. design. TVA will review what is necessary to provide a paging system.

Action:    TVA  
Date:       3/10/92

See previous meeting minutes for prior status.

As of June 16, 1992: HCCO explained they had received Glumac's fee proposal and would be forwarding to Metro for review. Metro explained they may have Alta take over the paging system design.

As of June 23, 1992: Metro is getting a proposal from Alta for the paging and the audio/visual work. Metro will expedite the pricing and award to the appropriate consultant. HCCO agreed the paging documents could follow after the T.I. document issuance.

As of June 30, 1992: Same as above.

- 12-3-1     Design Review Planning Meeting: TVA reported the design-review meeting is still scheduled to occur on 4/9/92. All parties agreed a preliminary planning meeting should be held by the team prior to attending the actual design-review meeting. TVA will continue to communicate with the City and will set up a planning meeting time.

Action:    TVA  
Date:       3/17/92

See previous meeting minutes for prior status.

As of June 16, 1992: HCCO explained they have Harmon doing some VE pricing on the Plaza retail window system and they hope to receive the pricing by this afternoon. TVA voiced concern as they will be completing the design next week so any VE revisions will need to occur following the 6/24/92 drawing issuance.

As of June 23, 1992: HCCO explained they hope to receive VE pricing from Harmon today. TVA explained they are still looking at how the glass retail building will meet the State energy code.

As of June 30, 1992: HCCO explained they received the so-called "VE" pricing from Harmon on the Plaza storefront building but the savings were minimal. HCCO now has them looking at utilizing bigger pieces of glass with less aluminum. Also, they are to look at an offset glazing system in lieu of the butt glaze system. TVA explained Glumac had reviewed the energy aspect of the building and found it could

meet energy code requirements if additional roof and floor insulation are utilized.

PLAZA } BEST PRICING \$226,000  
RETAIL }

- 13-3-3     Security Analysis: TVA questioned whether the elevators should have a special security system or should the elevator be tied into the main building security system. HCCO will obtain several proposals for the security scope which meets the RFP and try to interface those proposals with the elevator so the separate elevator system can be deleted.

Action:    HCCO  
Date:       3/24/92

See previous meeting minutes for prior status.

As of June 16, 1992: HCCO explained they received Selectron's cost proposals for adding another TV monitor, the tilt/pan camera and miscellaneous monitor points. HCCO will complete their review of the pricing and get it submitted to Metro by next week. Metro issued their review comments on the revised security scope to HCCO for review.

As of June 23, 1992: Same as above.

As of June 30, 1992: HCCO promised the security analysis to Metro by 7/1/92. HCCO will check on why the security cards are more expensive than Metro expected.

- 21-3-4     Carpet Selection: HCCO again approved TVA going to a carpet factory to select a carpet in the \$14/SY range. TVA committed to have a carpet selected within four weeks from this date (6/12/92). Metro and TVA approved having the carpet installed after miscellaneous demountable partitions are installed.

Action:    TVA  
Date:       6/12/92

See previous meeting minutes for prior status.

As of June 16, 1992: Same as above.

As of June 23, 1992: TVA reported they will have a carpet selection by 6/26/92.

As of June 30, 1992: TVA explained they will have a carpet selection called out in the documents to be issued on 7/1/92. TVA assured HCCO the carpet material would come in at approximately \$14-15/SY.

- 22-3-3     1% Art Selection: Metro explained they had received the art submissions and the committee is in the process of making a selection. Metro explained one of the favored art options would be special brick pavers at the Plaza level. TVA and HCCO voiced concern about how the art brick work would interface with the base brick at the Plaza. Metro and TVA will continue to expedite the artwork selection.

Action:     Metro/TVA  
Date:        5/26/92

See previous meeting minutes for prior status.

As of June 16, 1992: Metro is still on schedule to make a selection by 6/26/92. Metro informed the artist they will have to work within the Plaza concrete fill design being shown on the drawings.

As of June 23, 1992: Metro confirmed the artist interviews are still scheduled to occur on 6/26/92.

As of June 30, 1992: Metro explained they selected two art proposals on 6/26/92. One proposal utilizes glass and mirrors hung in the 2nd and 3rd floor main corridors. The other artist would install pavers at miscellaneous locations of the Plaza area. HCCO voiced concern about the paver work becoming very complicated and driving the Plaza costs over budget. Metro will bring the proposals to the next meeting.

- 22-3-4     T.I. Drawings: Metro received the T.I. final signoffs on 5/13/92 so TVA started work on the T.I. construction documents. TVA committed to delivering the T.I. construction documents by 6/24/92.

Action:     TVA  
Date:        6/24/92

HCCO/TVA MTG TODAY

See previous meeting minutes for prior status.

As of June 16, 1992: Same as above. TVA did voice concern that they are running very tight against the 6/24/92 drawings. HCCO emphasized there is no time for extensions on the T.I. issuance date. All parties agreed that no further revisions would be picked up until after the 6/24/92 T.I. issuance date.

As of June 23, 1992: TVA requested an extension of one week so drawings would be issued on 7/1/92. HCCO countered and requested the drawings by 6/29/92.

As of June 30, 1992: TVA confirmed they will be issuing the T.I. documents to HCCO tomorrow (7/1/92).

- 25-3-1 Permit Status: HCCO explained the City had stopped any further brick work due to the lack of the main building permit. HCCO reported only four parties (Jerry Englehart, Art Atchison, Terry Beck and Bob Reslock) remained to sign off. HCCO is still hopeful the permit can be obtained by 6/15/92.

Action: HCCO  
Date: 6/15/92

As of June 16, 1992: HCCO explained they are now trying to get a separate exterior skin permit to allow masonry work to begin again. HCCO hopes to obtain the new permit this week. See attachment, Fig. #2 for TVA's response to the City checklist.

As of June 23, 1992: HCCO explained they need only the "structural" signoff from the City in order to get the exterior skin permit. HCCO hopes to get the permit this afternoon.

As of June 30, 1992: HCCO reported they obtained the exterior skin permit on 6/25/92 and masonry work is proceeding. HCCO also reported all City plan checkers have signed off except the structural plan checker (Bob Reslock).

*REVIEW THIS WEEK.*

- 25-3-3 Audio-Visual Proposal: All parties discussed the outstanding audio-visual design issues and agreed a design-build proposal should be pursued by HCCO. HCCO will utilize the Metro A/V

description and obtain proposals. Metro requested HCCO have AA Tronics be allowed to submit a proposal.

Action: HCCO  
Date: 6/15/92

As of June 16, 1992: Metro explained they have a telephone consultant (Alta) coming to the meeting today and they hope to address audio/visual with them. HCCO will continue to pursue design/build proposals.

As of June 23, 1992: Metro explained they are going to hire Alta to complete the audio/visual design from which HCCO can obtain bids. HCCO will terminate the design-build proposal work.

As of June 30, 1992: Same as above.

WAITING FOR PROPOSAL FROM ALTA

- 27-3-1 Recycle Meeting: Metro explained there is a meeting scheduled for 9:00 a.m. at Metro's jobsite conference room to discuss recycled material options and how to obtain pricing. Metro requested HCCO and TVA attend the meeting.

Action: HCCO/TVA  
Date: 6/23/92

As of June 30, 1992: The meeting was held with the recycle group and all parties agreed special recycle materials should be listed as mandatory alternates in the T.I. specifications. TVA acknowledged the request and will be sure alternates are shown for the items brought up at the 6/23/92 meeting.

SPEC DOCUMENTS TO METRO FROM ~~HCCO~~ HCCO/TVA.

28-4-0 QUALITY/SAFETY ITEMS

- 28-4-1 Quality Circle Meetings: No quality issues were brought up at this meeting.

- 27-4-2 Safety Manhours: HCCO reported they had presently worked approximately 32,376 manhours without a lost time accident.



28-5-0      **INFORMATION ITEMS**

- 28-5-1      Next Meeting: The next Project Review meeting is scheduled for July 7, 1992 at 8:00 a.m. at the jobsite office.
- 28-5-2      Schedule: See attachment, Fig. #1 for a copy of the HCCO three-week schedule.
- 28-4-3      T.I. Appliances: Metro reported they would like HCCO to obtain pricing on miscellaneous appliances for the project as part of the T.I. allowance.

Submitted by:

*Cade Lawrence*

Cade Lawrence  
Assistant Operations Manager

CL:mcc

**Attachments**

cc: Attendees  
Bob Thompson, TVA

BERIT - 1. POLICE & DA TAKING @ 1250<sup>0</sup> @ GRAND & LLOYD.  
TVA TO DO TI & HCCO TI FINISH.  
2 WEEKS TO START

2. LANDSCAPING ISSUES. METRO TO DISCUSS W/CAROL  
MAYER-REED DIRECTLY.

# Attachment, Fig. #1

Hoffman Construction Job # 9214  
Short Interval Schedule  
METRO HEADQUARTERS

Page 1

ACTIVITY DESCRIPTION	Subcont.	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	5
DAMPPOOF BUILDING EXTERIOR	MCKINSEY	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		INTERMITTENT
Misc Mech/Elect Demo BASEMENT	HSI	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		INTERMITTENT
PREP AND FRP SHEAR WALLS	HSI	X	X	X	X	X																SHOTCRETE BY JOHNSON WESTERN
FRP SKIN FOOTINGS	HSI	X	X	X	X	X																NEED FOR BRICK
DEMO CONCRETE WALLS IN 1ST FLOOR	HSI	X	X	X	X	X																
POUR NEW SLABS IN EXIST FRP ELEVATOR SHAFT	HSI								X	X	X	X	X									
POUR TOPPING SLABS 1ST AND 2ND FLOORS	HSI	X	X	X	X	X			X	X	X	X	X									START ON 1ST FLOOR
INSTALL FREIGHT ELEVATOR SOUND																X	X	X	X	X		
INSTALL HYDRO ELEVATOR CASINGS CRITICAL	INFO DRILLING	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		START IN EXISTING SHAFT SUB WAS DUE 5-13-92
MODIFY SPRINKLER SYSTEM	BASIC FIRE	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		INTERMITTENT
BUILD CMU BEARING WALLS	DAVIDSON	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		INTERMITTENT
INSTALL BRICK ON SOUTH, EAST ELEVATION	DAVIDSON	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		NEED STRUCT STDS
LAYOUT AND ASBUILT FOR SKIN	HARMON			X	X				X	X	X	X	X			X	X	X	X	X		INSTALL BRICK LEDGER ANGLES EAST ELEVATION
FAB AND INSTALL WIND LOAD SUPPORTS	HARMON																		X			START ON EAST ELEVATION

ACTIVITY DESCRIPTION	Subcont.	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	5
INSTALL STRUCT STEEL AT ELEV. SHAFTS	CWI			X	X	X			X	X	X	X				X	X	X	X			"URGENT NEED PERMIT
INSTALL STRUCTURAL SKIN SUPPORTS	CWI					X	X		X	X	X	X				X	X	X	X			
INSTALL DRYWALL ON BACK AND 2 SIDES OF ELEV. SHAFT	PERFORMANCE										X	X	X			X	X	X	X			"URGENT", NEED PERMIT
INSTALL EAST ELEVATION STRUCTURAL STUDS	PERFORMANCE			X	X	X	X	X		X	X	X	X			X	X	X	X			
CORE AND SHELL FRAMING	PERFORMANCE			X	X	X	X	X		X	X	X	X			X	X	X	X			3RD FLOOR AND ROOF
INSTALL 3 PHASE POWER TO ELEVATOR MACHINE ROOM				X	X	X																
INSTALL BLOCKOUTS AND ROUGHIN FOR SHOTCRETE	JWP GRASLE			X	X	X	X	X		X	X	X	X			X	X	X	X			FOR SHOTCRETE, CMU AND BRICK WALLS
ELECTRICAL ROUGHIN	JWP GRASLE			X	X	X	X	X		X	X	X	X			X	X	X	X			BASEMENT
INSTALL BLOCKOUTS AND ROUGHIN FOR SHOTCRETE	PEN MOR			X	X	X	X	X		X	X	X	X			X	X	X	X			FOR SHOTCRETE, CMU AND BRICK WALLS
PLUMBING ROUGHIN	PEN MOR			X	X	X	X	X		X	X	X	X			X	X	X	X			BASEMENT
INSTALL BLOCKOUTS AND ROUGHIN FOR SHOTCRETE	MCKINSTRY			X	X	X	X	X		X	X	X	X			X	X	X	X			FOR SHOTCRETE, CMU AND BRICK WALLS