

**HOFFMAN CONSTRUCTION COMPANY
OF OREGON**

METRO HEADQUARTERS

PROJECT MEETING MINUTES

Our Job No. 9214

Meeting No:	32	
Date:	July 21, 1992	
Location:	HCCO Field Office	
Attendees:	Berit Stevenson	Metro
	Glenn Taylor	Metro
	Sandy Stallcup	Metro
	Pat Merkle	Metro
	Paul Thimm	Thompson Vaivoda & Associates
	Bob Thompson	Thompson Vaivoda & Associates
	Cade Lawrence	Hoffman Construction Company
	Don Nail	Hoffman Construction Company
	Bill Stotts	Hoffman Construction Company

32-1-0 ACTION ITEMS

32-1-1 Special Inspections Contract: HCCO requested a copy of the PSI contract to review the minimum project time for each inspection. Metro will send over a copy of the PSI contract.

Action: Metro
Date: 7/31/92

32-1-2 Spire Lighting: TVA explained they are still looking at options to light the tower spires and delete the large spot lights. TVA will continue to push on Glumac for lighting options.

Action: TVA
Date: 8/4/92

32-2-0 RESOLVED ITEMS

30-2-6 Window Structural Package: HCCO explained they just received the Harmon structural calculations for the windows and they will need the review expedited. TVA will have kpff expedite their review.

Action: TVA
Date: 7/17/92

As of July 21, 1992: TVA is reviewing the drawings.
As of July 28, 1992: HCCO acknowledged receiving the window package submittal back from TVA.

32-3-0 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 July 14, 1992: HCCO revised the Energy Study proposal to show the "Core & Shell" portion of Daylighting and Sweep Control work as part of the base costs. HCCO resubmitted the cost summary to Metro for their information. Metro will get the Parking Garage lighting scope clarified so HCCO can finalize the cost of that work.

As of July 21, 1992: Same as above.

As of July 28, 1992: Metro explained they will receive a light array study by 7/31/92 on the HPS type lighting. HCCO and Metro agreed to review the cost vs. design early next week once the light study has been distributed.

PARKING GARAGE'S FOOT CANDLE ARRAYS WERE GIVEN
TO HCCO.

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 July 14, 1992: Same as above.

As of July 21, 1992: Same as above.

As of July 28, 1992: HCCO sent the final structural drawings to Metro for review and comment prior to issuing to the City. HCCO will wait one week for Metro to comment prior to City submittal.

OK

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 July 14, 1992: Metro explained they have received the ALTA proposal and will be finalizing the contract with them so the design work can proceed.

As of July 21, 1992: A meeting is scheduled with ALTA on Wednesday 7/22/92 to review the scope of work. Then a meeting will be scheduled with the Council.

As of July 28, 1992: Metro reported they awarded the paging and A/V design to ALTA. A tentative meeting with ALTA and Metro was scheduled to occur on 8/4/92 at 10:00 to interface the preliminary design with Glumac and TVA.

ACOUSTICAL ISSUES - ALTA 1 WK.

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 July 14, 1992: HCCO and TVA met and reviewed the T.I. scope of work. HCCO explained TVA will be issuing an addenda on 7/17/92 to adjust the T.I. design in certain areas to reduce costs. HCCO forwarded the T.I. drawings to Metro for review and approval. Metro committed to issuing their comments by 7/27/92. HCCO also explained they met with TVA and Metro last week to review costs for miscellaneous "base" work which is beyond the RFP. Metro will review the summary of additional costs and let HCCO know which design issues they will approve as a change order. HCCO requested a decision by next week at the latest.

As of July 21, 1992: Metro questioned when they needed to provide answers on the miscellaneous base items. Metro advised they will have a response by 8/4/92.

As of July 28, 1992: HCCO and Metro will review the validity of the mechanical screens being an extra following this meeting. Metro committed to issuing their T.I. comments to HCCO in writing by 7/31/92. HCCO explained a decision on the roof screens is critical to prevent any roofing delays.

MECHANICAL SCREEN.

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 July 14, 1992: A meeting with the Plaza area artists was held and the following action items were created:

- a) TVA to get the Artists a copy of the Plaza and grade drawings.
- b) The Artists will get HCCO a preliminary paver layout by 7/28/92.
- c) The next paver meeting was tentatively set up to occur on 7/28/92 at 10:00.

As of July 21, 1992: TVA is to contact the artist and coordinate the art with the Plaza design.

As of July 28, 1992: Metro explained there is a follow-up meeting scheduled with the Plaza artwork team. All parties agreed the final design review meeting between TVA and the artist would be held on 8/17/92 with the Art Committee meeting to be held on 8/18/92. HCCO explained they need the artist to place all the metal forms (Attachment, Fig. #3) by 9/21/92 in order to stay with the present schedule.

28-3-1 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

See previous meeting minutes for prior status.

As of July 14, 1992: Same as above.

As of July 21, 1992: Metro to render a decision by 8/4/92.

As of July 28, 1992: Metro decided they want the phone system to feed the building per the route selected by U.S. West in lieu of the Convention Center. TVA tabled a letter (Attachment Fig. #2) from U.S. West which stated Metro would be responsible to reroute the phone system from the existing Daycare area vault. Metro received the letter and will issue a formal response to HCCO and U.S. West.

29-3-1 Police Space Planning: Metro explained they are presently working on having a local police department lease a portion of

the 5,000 s.f. of tenant space at the 1st floor level. Metro explained they would like TVA and HCCO to do the work if the lease proposal works out.

Action: Metro
Date: 7/14/92

As of July 14, 1992: Metro explained they are still working with the Police Department on setting up a lease. Metro requested HCCO add a card reader at the SW entry door. TVA will issue an ASI which adds the card reader.

As of July 21, 1992: No card reader is required. Metro and TVA to meet with the police at 2 p.m. on Friday.

As of July 28, 1992: TVA confirmed they are presently working on a space plan for the 1st floor police area. Metro requested a fee proposal from TVA for the space planning work.

TVA FEE DUE 8/5/92

30-3-1

Window Mockup: TVA explained they need the latest window mockup completed immediately with the appropriate color finish. HCCO reported they had received the mockup but it was not painted. HCCO will expedite getting the mockup painted so TVA can review.

Action: HCCO
Date: 7/17/92

As of July 21, 1992: HCCO stated the mockup should be complete today.

As of July 28, 1992: TVA reviewed and gave general approval of the mockup with some revisions. TVA explained they were deleting the canted metal panel detail and would be issuing an ASI to document the revised design.

RESOLVED

30-3-2

T.I. Drawing Review: HCCO issued the T.I. documents to Metro for review and Metro confirmed they are in the process of reviewing. Metro did agree to issue all their review comments to HCCO by 7/27/92 or sooner.

Action: Metro
Date: 7/27/92

As of July 21, 1992: Same as above.

As of July 28, 1992: Metro will get HCCO a written list of their concerns and comments by 7/31/92. ✓

30-3-4 Basement Lighting: Metro explained they would like to see the "high-pressure sodium" lights utilized at the parking areas in lieu of "metal halide." TVA will issue an ASI to get the light revision in process and will check with Glumac on what options are available for light spacing.

Action: TVA
Date: 7/21/92

As of July 21, 1992: TVA to review with Glumac.

As of July 28, 1992: Metro explained they do want to utilize "HPS" fixtures at the basement. HCCO and Metro will discuss the cost implications following this meeting. Metro expects the light study information for the "HPS" lights by 7/31/92.

30-3-5 Landscape Review: Metro explained there are some very serious concerns by several Metro personnel in regards to the landscape design. Metro discussed the concerns and decided a meeting with the concerned personnel and the landscape architect are in order. TVA will have Mayor Reed available for discussions of the landscaping with Metro.

Action: TVA/Metro
Date: 7/21/92

As of July 21, 1992: Metro may revise plant material to more native material.

As of July 28, 1992: Carol Reed met with the landscaper and agreed on which landscape revisions are to be made. TVA will have Carol Reed expedite issuance of the landscape addenda so HCCO can get it out prior to bid.

32-4-0 **QUALITY/SAFETY ITEMS**

32-4-1 Quality Circle Meetings: No quality issues were brought up at this meeting.

32-4-2 Safety Manhours: HCCO reported they had presently worked approximately 44,000 manhours without a lost time accident.

32-5-0 **INFORMATION ITEMS**

32-5-1 Next Meeting: The next Project Review meeting is scheduled for August 4, 1992 at 8:00 a.m. at the jobsite office.

32-5-2 Schedule: See attachment, Fig. #1 for a copy of the HCCO three-week schedule.

Submitted by:

Cade Lawrence

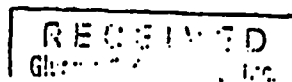
Cade Lawrence
Assistant Operations Manager

CL:mcc

Attachments

cc: Attendees
Wayne Drinkward, HCCO

Attachment
Fig. #2



July 22, 1992

Glumac & Associates
c/o Darryl Droba
920 S.W. 3rd Ave.
Portland, OR 97204

CADE LAWRENCE
JUL 28 1992
Sent To Metro, TUA,
& F. J. J. J.

7/24/92	

COMMUNICATIONS @

Subject: Metro Headquarters (formerly the SEARS building)

Dear Mr. Droba:

I wanted to take this opportunity to review U S WEST Communications position regarding two issues associated with the new Metro Headquarters Building located at 524 N.E. Grand in Portland. These issues are:

- 1) Telephone cable entrance requirements
- 2) Utility easement use

Issue #1: Telephone cable entrance requirements:

A few weeks ago, I had discussions with John Dearey and Don Roshak, both representatives of Grasle Electric, the electrical contracting firm responsible for preparing the building for telecommunications facilities. A site visit was made with Don, at which time instructions were left with him to extend two 4-inch ducts from the existing terminal location to the new terminal room located one floor below. His plan was to combine this requirement with already planned electrical conduit placements. He was given the latitude of placing either rigid metal conduit or PVC if encased in concrete. Metal bends were required in both cases. Pull rope should be placed in the conduits to ready them for our line crew.

Don shared the floor plan locating the new terminal room. A 4'x 8'x 3/4" backboard with class "A" fireproofing will be required before we place the new terminal. Finally, a properly grounded #6 Ground Wire should be placed on the backboard with a couple of feet of slack. Our splicers will connect it to the new terminal when it's installed.

John asked about the need for multiple entrances into the building. This would allow for diversity in the event of a cable or fiber outage. The current system of underground conduit USWC has in place should be adequate. Telecommunications facilities can currently be routed into the building from both the North and South sides using existing structure within the utility easement.

Issue #2: Utility easement use

Shortly after my visit with with the electrical contractors, Darryl Droba of Glumac & Associates, a consulting engineering firm, brought to my attention plans to remodel and utilize space within the existing utility easement. These plans involved building over a U S WEST Communications vault located within the easement. The space was planned for a child care facility. Mr. Droba asked if there were some way alternate venting might be employed so that the vault could be built over and covered with floor covering suitable for the child care facility. I agreed to look over floor plans (Mr. Droba offered to send) of the proposed facility and see what might be possible.

As of July 22, 1992, I have not received the floor plans, however I have reviewed the concept of alternative vault ventilation and found it is NOT a viable option. I also discovered the issue of "building over the vault" had already been a topic of considerable discussion. USWC Engineering personnel explained to representatives of the Portland Development Commission and Metro that the only option available to Metro would be to pay to have the vault relocated. An estimate of this cost was prepared December 12, 1991 and is attached to this letter.

Regarding the existing location, U S WEST Communications position is as follows...

SAFETY CONSIDERATIONS REQUIRE THAT THE VAULT CURRENTLY LOCATED WITHIN THE OLD LOADING DOCK AREA REMAIN UNCOVERED AND READILY ACCESSIBLE TO U S WEST COMMUNICATIONS PERSONNEL AND ASSOCIATED HEAVY EQUIPMENT.

Hopefully Metro will be able to work around this requirement without a great deal of hardship.

If you have any questions, please don't hesitate to contact me on 242-8485. Thanks in advance for your help.



Russ Brown
Manager - Engineering
U S WEST COMMUNICATIONS

cc: Rick Jansen
John Deary
Don Roshak

USWEST
COMMUNICATIONS ©

Reroute Cable and Conduit to Vacate 6th Avenue Between NE Lloyd Blvd and NE Irving at Customers Request

December 12, 1991

To vacate the existing easement on NE 6th Ave, an 8 duct conduit structure will be abandoned and existing cables will be removed, a four duct conduit structure will be constructed on NE Lloyd Blvd, 7th Ave, and Oregon St.


Costs:

Contract Cost	\$59,696	
Permits	\$ 1,275	
Total Contract		\$60,971
Place and Splice Cable	\$12,326	
Remove Cable	\$ 2,638	
Total Cable Cost		\$14,964
Total Costs		\$75,935

Credits:

Salvage	\$ 1,320	
Total Credits		\$ 1,320
Total Bill		\$74,615

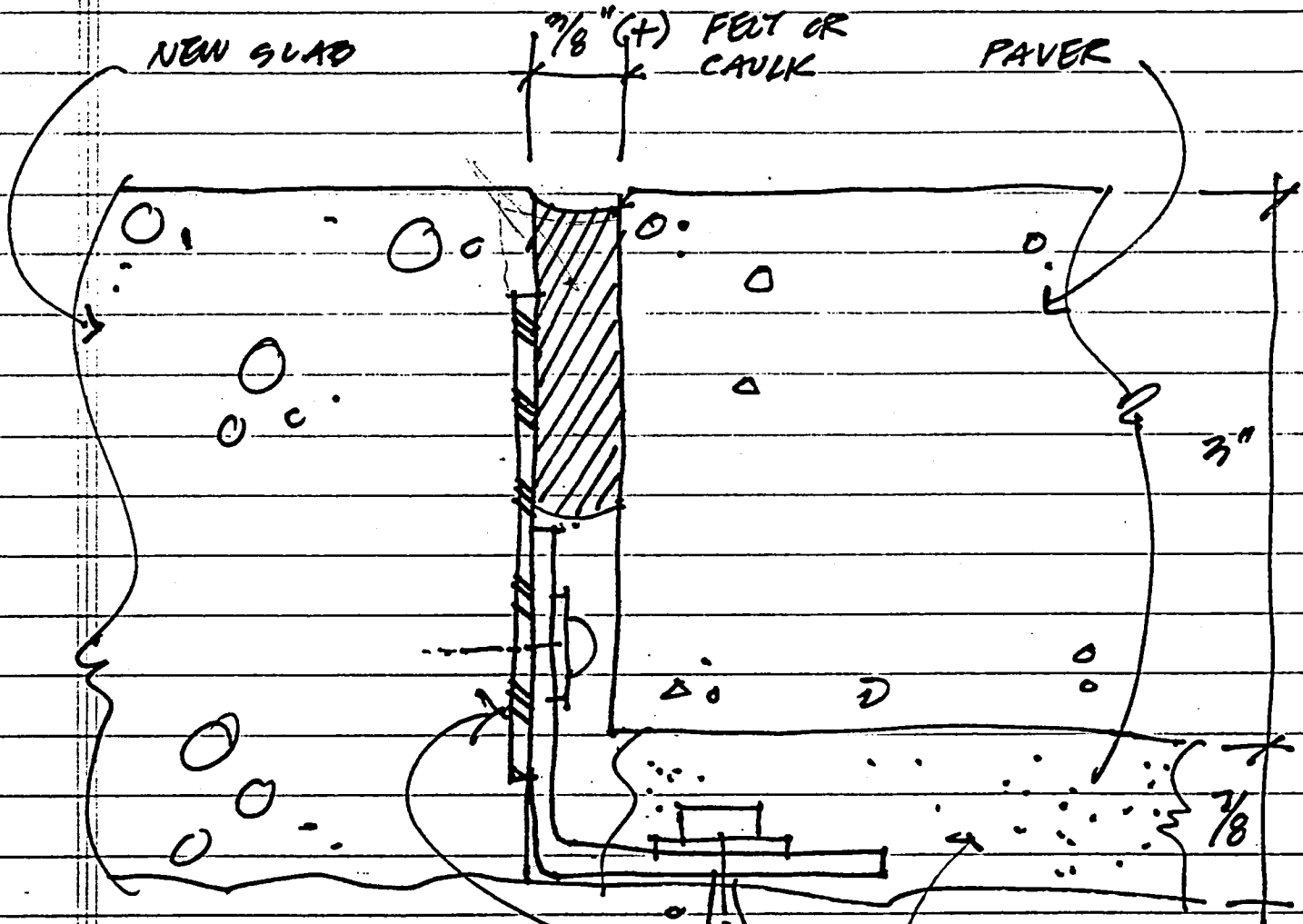
These estimated costs are good for thirty (30) days. If the decision to reroute is finalized, a formal document for billing authority will be prepared and submitted to the agency responsible for final billing.



E. T. Scott
Manager Engineering
421 SW Oak ST Rm 5S16
Portland, Oregon 97204
(503) 242-7528

Attachment,
Fig. #3

METRO PLAZA - PERIMETER DTL.



16 GA. GALV. STL.
PAVER FORM W/
2x2 CLIPS @ 24\"/>

USE 1/4 x 2\"/>
IN EXISTING SLAB. ANCHOR
OR USE SLOTTED ANGLE
& FASTENER TO LEVEL.

GETTING BED

EXISTING SLAB