



**HOFFMAN CONSTRUCTION COMPANY
OF OREGON**

OCT 29 Rec'd

**METRO HEADQUARTERS
Our Job No. 9214**

PROJECT MEETING MINUTES

Meeting No: 45
Date: October 27, 1992
Location: HCCO Field Office
Attendees: Berit Stevenson Metro
Glenn Taylor Metro
Maurice Neyma Metro
Sandy Stallcup Metro
Paul Thimm Thompson Vaivoda & Associates
Cade Lawrence Hoffman Construction Company
Bill Stotts Hoffman Construction Company
Don Nail Hoffman Construction Company
Ed Carlisle Glumac

ACTION SUMMARY

HCCO

2-3-5 Clarify Cochran having temporary lighting and price light removal.
42-3-5 Run schedule update with N. Plaza pulled from the critical path
43-3-1 Obtain "Shaw" carpet sample to match "PrinceStreet"
45-1-2 Attend lighting meeting on 10/28/92.

TVA

41-3-4 Survey Parking Garage "ADA" and provide fee Metro
43-3-2 Issue Council Chamber wall layout drawings by 11/3/92
43-3-4 Issue Parking Garage telephone room design by 10/26/92
44-3-1 Finalize Garage guardrail design by 11/3/92
45-1-1 Return miscellaneous critical submittals
45-1-2 Attend lighting meeting on 10/28/92
45-1-6 Clarify loading dock elevation brick anchorage

METRO

43-3-2 Obtain final approval of the Council Chambers and Reception desk
44-3-2 Make a decision by 10/30/92, on expansion of slate flooring
45-1-3 Issue an RFP on Council Chambers lighting controls
45-1-4 Clarify which columns need to be refinished
45-1-5 Issue computer room equipment layout drawing by 10/30/92

ACTION SUMMARY (Continued)

GLUMAC

- 40-3-1 Issue the A/V room electrical design by 10/28/92
- 45-1-2 Attend lighting meeting on 10/28/92

45-1-0 ACTION ITEMS

- 45-1-1 SUBMITTAL APPROVAL: HCCO requested TVA expedite return of submittals 08211-1, 08340-1, 08410-1, 08410-8, and 08700-5. TVA will make them top priority and return by 10/30/92.

Action: TVA
Date: 10/30/92

- ✓ 45-1-2 LIGHTING REVIEW MEETING: HCCO questioned whether the new lighting drawings totally overruled the old lighting drawings in regard to light switches. Glumac (Ed) will clarify the issue with Darryl Droba (Glumac). All parties agreed a meeting between HCCO, Glumac, and Grasley would tentatively be held on 10/28/92, at 8:00 a.m. to review conflicts.

Action: HCCO/TVA/Glumac
Date: 10/28/92

NO MEETING YET

- ✓ 45-1-3 COUNCIL LIGHTING CONTROLS: All parties discussed the status of the Council Chambers' lighting controls and Metro stated they would like to pursue the five (5) lighting level options. Metro will issue an RFP to HCCO directing them to proceed with the special lighting controls.

Action: Metro
Date: 10/30/92

REC'D

✓ 45-1-4 T.I. COLUMN FINISH: HCCO issued a copy of pricing on the cost to plaster finish all the T.I. area columns. The cost came in at ± \$33,000.00. Metro will review the jobsite and decide on which columns they feel must be refinished and HCCO will pursue a more competitive price.

Action: Metro
Date: 10/29/92
SAME AS ABOVE

✓ 45-1-5 METRO COMPUTER LAYOUT: HCCO questioned where Metro wanted equipment located in the computer room so the drain could be located. Metro will get an equipment layout drawing to HCCO.

Action: Metro
Date: 10/30/92

✓ 45-1-6 LOADING DOCK BRICK DESIGN: HCCO explained they had been given approval by Metro to refinish the loading dock elevation with brick. HCCO requested TVA review the field conditions and help finalize details on how the brick should be installed.

Action: TVA
Date: 10/30/92 11/4
PAUL

45-2-0 **RESOLVED ITEMS**

36-2-1 T.I. LIGHTING: Glumac explained the present design utilizes three lamp fixtures which can have the middle light fixtures turned off. Metro will get with PP&L to discuss affects to the energy study since the three lamp fixtures will use more than one watt/s.f. but the three lamp fixture is necessary to meet the RFP footcandle requirements. Glumac will review how many light fixtures should be required as part of the core and shell vs. T.I. area.

Action: Metro/Glumac
Date: 9/1/92

As of October 6, 1992: Glumac issued a new light layout drawing on 10/2/92, from which HCCO could order the fixtures. A meeting between HCCO, Grasle, TVA, and Glumac was scheduled to follow this meeting for review of the latest light submittals so that the fixtures could be ordered. Glumac is still scheduled to issue the final lighting drawings with the new circuitry shown by 10/16/92.

As of October 13, 1992: TVA tabled an "Approved As Noted" lighting submittal for HCCO's use. HCCO will get the submittal issued to Grasle so the fixtures can be ordered. Glumac is still scheduled to issue the revised lighting design with circuitry shown on 10/16/92.

As of October 20, 1992: TVA explained they had received the revised electrical lighting drawings from Glumac and would be issuing them on 10/21/92. TVA explained they wanted one (1) afternoon to review the drawings prior to issuing.

As of October 27, 1992: TVA issued the drawings through ASI 57 to HCCO. HCCO distributed to appropriate subcontractors and will pursue credit pricing.

40-2-2 GREENSPACE T.I. AREA: Metro explained they will need to add T.I. space down in the Southeast corner by the Fitness Area for a future "Greenspaces" group. Metro will finalize their program needs and get them issued to HCCO. HCCO emphasized it is critical that existing tenant and core design be left unchanged so the construction work is not delayed.

Action: Metro
Date: 9/29/92

As of October 6, 1992: TVA tabled a preliminary layout for the Fitness/Police area and Metro gave approval of the general layout. TVA will now proceed with their final documents and have Glumac proceed with their documents. Metro clarified that no plumbing at the Fitness should be on hold. TVA hopes to get the construction documents out in the next couple of weeks.

As of October 13, 1992: TVA scheduled issuance of the revised Police Station and Fitness design by 10/21/92.

As of October 20, 1992: Same as above.

As of October 27, 1992: TVA issued ASI 60 to document revisions necessary to accommodate the possible Greenspace tenants. HCCO issued the drawings for pricing.

41-2-1 COLOR CHARTS/CARPET: HCCO tabled a Shaw carpet sample and questioned when TVA would have a selection on the carpets, paint, millwork finish, etc. TVA committed to having a complete color chart/material selection by October 13, 1992. TVA assured HCCO the carpet they are selecting will only take six (6) weeks for delivery.

Action: TVA
Date: 10/13/92

As of October 6, 1992: Same as above.

As of October 13, 1992: TVA rescheduled issuance of the color charts to 10/16/92.

As of October 20, 1992: TVA tabled a preliminary finish schedule which showed the paint colors, plastic laminate colors and preferred carpet supplier. TVA will issue the final schedule to HCCO for their use by this afternoon. TVA will pursue a price reduction by "PrinceStreet" carpets.

As of October 27, 1992: TVA issued ASI 59 to clarify the actual colors and carpets expected. TVA and HCCO will continue to pursue the "Shaw Strikeoff" carpet. See Item 43-3-1.

- 44-2-3 "ADA" REVIEW: Metro questioned the status of HCCO's search for a firm which specializes in "ADA" reviews. HCCO explained they recently received two (2) proposals for drawing review and would be selecting a firm this week. Metro questioned TVA on the utilized Title 1 or 2 in their review of the building "ADA" requirements. TVA will check into the title issue.

Action: TVA/HCCO
DATE: 11/3/92

As of October 27, 1992: HCCO explained they awarded the review work to Professional Dynamics of Seattle and would have their drawing review comments by 11/11/92.

- 44-2-4 ASI ON ROOF APPEAL: Metro requested TVA issue an ASI concerning revisions at the roof access doors so that no individual will get locked on the roof. TVA will issue an ASI.

Action: TVA
DATE: 10/27/92

As of October 27, 1992: TVA issued ASI 62 to document and resolve the city concerns about roof access.

45-3-0 **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 October 13, 1992: TVA explained they were working on an ASI to address the occupancy sensors. At HCCO's request and

to prevent schedule delays, TVA via Glumac will get the bathroom occupancy design faxed over to HCCO. HCCO expects the Parking Garage lighting bids on 10/14/92.

As of October 20, 1992: HCCO received the Parking Garage light replacement bids and forwarded to Metro for review. HCCO will verify if Grasle has the existing PCB removal. Glumac will verify where they indicated the occupancy sensors. Metro, HCCO, and Glumac will meet in a couple weeks to finalize the energy study.

As of October 27, 1992: HCCO issued additional information to Metro on Grasle's bid and Metro is reviewing. Metro requested HCCO determine whether Cochran had the temporary electrical work covered. Glumac will verify that they have indicated all the occupancy sensors. HCCO, Metro, and Glumac, tentatively, agreed to meet next Tuesday on the overall energy study and try to resolve this issue.

SET UP MEETING w/GLUMAC

40-3-1

COUNCIL A/V ROOM: Metro requested Glumac proceed with the A/V room mechanical and electrical design work in accordance with ACSI meeting minutes recently issued. TVA will contact Glumac about proceeding with the design. TVA will also address where adding of conduits should be routed to accommodate the press when they are filming the Council Chambers' meetings.

Action: TVA
Date: 9/29/92

As of October 13, 1992: Glumac explained they have not started on the design yet and they needed cooling data from ACSI. Glumac will call ACSI direct to obtain any heat load and cooling data. HCCO tabled a copy of the cooling equipment which was to be utilized at the A/V room. TVA committed to issuing the Media location drawing to ACSI by tomorrow. Glumac and TVA agreed to try for a 10/20/92, issuance date. TVA explained the media box did not work at the building's northwest exterior corner.

As of October 20, 1992: Glumac reported they would have the A/V room design issued to TVA, ACSI, and HCCO by this afternoon.

As of October 27, 1992: Glumac will issue the design drawings to TVA by 10/28/92.

TVA BY 11/3/92

41-3-3 PARKING GARAGE ELECTRICAL: HCCO questioned when Glumac would be issuing "For Construction" electrical drawings for the Parking Garage. Glumac committed to having the construction documents issued by 10/2/92, if TVA gave approval.

Action: TVA/Glumac
Date: 10/2/92

As of October 13, 1992: HCCO expects to receive the Parking Garage lighting bids on 10/14/92.
As of October 20, 1992: HCCO received the Parking Garage lighting bids and issued to Metro for review. HCCO will have Grasley clarify their bid in regards to light and PCB removal.
As of October 27, 1992: HCCO issued credit information to Metro if Grasley does not do the light fixture and PCB removal. Metro requested Cochran verify they work on temporary electrical in their bid and have them price doing the existing light demolition. HCCO will expedite the requested information.

✓ 41-3-4 PARKING GARAGE ADA: Metro questioned whether TVA was doing an "ADA" review of the Parking Garage. TVA explained they were not doing an "ADA" review at this time. Metro commented they thought TVA would cover an "ADA" review for the value of their fee. TVA will review internally what their scope included for the Parking Garage.

Action: TVA
Date: 10/6/92

As of October 13, 1992: TVA scheduled the Parking Garage "ADA" review to occur in early November and, at that time, Metro can decide whether to have the recommendations implemented.
As of October 20, 1992: Same as above.
As of October 27, 1992: Same as above.

Next week.

42-3-5 OVERALL SCHEDULE REVIEW: HCCO explained they are concerned about meeting the schedule deadline since the tenant square footage and dollar value had increased greatly without any

schedule extension. All parties agreed the issue should be reviewed further, once the latest schedule is updated.

Action: HCCO/TVA
Date: 10/13/92

As of October 13, 1992: Same as above.

As of October 20, 1992: HCCO explained the schedule update indicated the project was at a negative float of 12 days from the North Plaza award activity. The Reception Desk/Council Chambers desk was showing a negative float of ± 6 days. HCCO issued a copy of the schedule update to Metro for their review. HCCO and Metro will get together next week to discuss any schedule extensions which may be necessary.

As of October 27, 1992: HCCO and Metro met on 10/26/92, to review schedule concerns. It was decided the N. Plaza retail areas should be pulled from the liquidated damages and critical path. The N. Plaza activity completion date would be scheduled once the final design is achieved. HCCO will have a preliminary schedule update run with the N. Plaza logic revision.

43-3-1 CARPET PRICING: HCCO explained the latest T.I. budget numbers presented to Metro were for a "Shaw, Capilano", 32 oz. carpet. HCCO voiced concern over TVA's selection of a "PrinceStreet" carpet, which would be an approximate addition of \$32,000 to the latest T.I. cost. TVA will check into which carpet they were planning on using and what price commitment they received.

Action: TVA
Date: 10/14/92

As of October 20, 1992: TVA explained they have the "PrinceStreet" carpet representative checking into cutting the cost further in order to lower the cost to a level Metro may approve. TVA expects the pricing today. Metro was made aware of TVA still pushing for the "PrinceStreet" carpet. HCCO is pursuing a "Shaw" carpet sample to match the "PrinceStreet" color. }

As of October 27, 1992: HCCO expects the "Shaw" carpet sample by 10/28/92, for TVA to review.

NOW AN \$18,000 DIFF. W/ LIGHTER WT CARPET.

SHAW TO SUBMIT STRIKEOFF BY 11/9/92

43-3-2 COUNCIL CHAMBERS DESK: TVA submitted the latest Council Chambers desk design to Metro for final approval. Metro will try to obtain approvals by 10/15/92, so TVA can issue "For Construction" drawings by 10/16/92. HCCO voiced concern this activity was going to be driving the schedule again if the work is not awarded by 10/16/92.

Action: Metro/TVA
Date: 10/16/92

As of October 20, 1992: Metro explained the Council Chambers desk could not be approved until HCCO submitted the cost savings for lowering the desk. HCCO will try to get the pricing out today. HCCO will expedite the bathroom pricing, also.

As of October 27, 1992: Metro and TVA agreed the revised wall layout at the Council Chambers could stay as drawn regardless of whether the Council desk was raised or not. TVA agreed to shoot for issuing the final Council Chambers' wall layout drawings by 11/3/92, to prevent further schedule delays and Metro could verify whether they want the desk raised or at the main floor level. HCCO submitted pricing to Metro showing the raised desk and bathroom costs at approximately \$11,000.00 each. Metro will expedite a decision from the Council members.

BY END OF WEEK 11/6

43-3-4 U.S. WEST ROOM DESIGN: HCCO questioned the status of design on the U.S. West room in the garage. TVA will check on it.

Action: TVA
Date: 10/20/92

As of October 20, 1992: TVA committed to having the U.S. West room designed by 10/26/92.

As of October 27, 1992: TVA issued a preliminary room layout drawing to U.S. West (Scott Hill) for review and comment. Also, Metro received a drawing and will respond with their comments by 10/30/92.

CALL
SCOTT HILL

44-3-1 GARAGE GUARDRAILS: HCCO issued budget pricing to Metro on the Parking Garage guardrail preliminary design. Metro reviewed and decided to delete the four (4) awnings and let TVA

finalize the cable rail design. TVA committed to having final construction documents issued by 11/3/92.

Action: TVA

Date: 11/3/92

ISSUE BY 11/5/92

As of October 27, 1992: Same as above.

44-3-2 SLATE EXPANSION: Metro and TVA explained they were reviewing whether to expand the 2nd level slate flooring. HCCO will issue a preliminary sketch to HCCO from which a budget price can be acquired.

Action: TVA

DATE: 10/27/92

As of October 27, 1992: HCCO received the TVA drawings on slate expansion and submitted a budget price to Metro. Metro will make a decision by 10/30/92, if they plan to expand the 2nd floor slate.

45-4-0 QUALITY/SAFETY ITEMS

44-4-1 SAFETY MANHOURS: HCCO reported they had presently worked approximately ~~65,000~~ manhours without a lost time accident as of 10/20/92. 15,000

44-4-2 QUALITY ISSUES: No quality issues were brought up at this meeting.

45-5-0 INFORMATION ITEMS

44-5-1 NEXT MEETING: The next Project Review meeting is scheduled for November 3, 1992, at 8:00 a.m. at the jobsite office.

44-5-2 SCHEDULE: See attachment, Fig. #1 for a copy of the HCCO three-week schedule.

Submitted by:

Cade Lawrence

Cade Lawrence
Assistant Operations Manager

CL:gac

Attachments

cc: Attendees
Bob Thompson, TVA
Wayne Drinkward, HCCO

PAUL - KPFF ONSLAB PENETRATIONS
MAIN TOWER STAIR CARPET ? CODE } DRAWINGS SHOW CARPET
STAIR 4 " " " " }
ELIMINATE STAIR 3 ?
ELIMINATE RUBBER @ STAIR 4 (SE CORNER) & ADD CARPET ?
TVA - DISCUSS @ THURSDAY MTG.
TEMPERED GLAZING IN DAY CASE.

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Attachment,
Fig. #1

Hoffman Construction Job # 9214
Short Interval Schedule

METRO HEADQUARTERS

OCTOBER

NOVEMBER

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ACTIVITY DESCRIPTION	Subcont.	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
MISC. DEMOLITION	HSI	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X				FOR NEW STEEL BEAMS
DEMO OLD FRT ELEV WALLS	HSI	X	X	X	X	X		X	X	X	X	X										AS NEW BEAMS ARE INSTALLED
PREP AND FORM GARAGE WALLS	HSI	X	X	X	X	X		X	X	X	X	X										
POUR INFILLS	HSI															X	X	X	X	X		ON METAL DECKING
SHOTCRETE GARAGE WALLS	J. WEST																					X X
INSTALL ELEVATOR #3	SOONO																					X X
MODIFY SPRINKLER SYSTEM	BASIC FIRE	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X				INTERMITTENT
INSTALL WEST ELEVATION BRICK THEN NORTH ELEVATION	DAVIDSON	X	X	X	X	X																
COPE FLASHING	HARMON			X	X	X		X	X	X	X	X		X	X	X	X	X				START EAST ELEVATION
INSTALL CURTAINWALL AT TOWER	HARMON	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X				AND CAULKING
INSTALL WEST ELEVATION STOREFRONT AND CURTAINWALL	HARMON	X	X	X	X	X																
FIREPROOFING	PERFORMANCE																					INTERMITTENT
INSULATION AND DRYWALL AND TAPE CORE AND SHELL	PERFORMANCE	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X				START 3RD FLOOR 2ND FLOOR AND 1ST FLOOR
SCREENWALL AND DRYVIT	PERFORMANCE	X	X	X	X	X		X	X	X	X	X										WEATHER PERMITTING
STAIR #3 FRAME AND DRYVIT	PERFORMANCE	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X				WEATHER PERMITTING
SITE ELECTRICAL	GRASLE	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X				

Hoffman Construction Job # 9214

Short Interval Schedule

METRO HEADQUARTERS

OCTOBER

NOVEMBER

Page 1

ACTIVITY DESCRIPTION	Subcont.	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	
FRAME, DRYWALL AND TAPE WALLS AND SOFFITS	WESTERN	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		START ON 3RD FLOOR THEN 2ND
SET H.M. FRAMES	WESTERN	X	X	X	X	X										X	X	X	X	X		3RD THEN 2ND FLOOR 2ND FLOOR DUE ON 11-6
INSTALL LOW WALL TUBE SUPPORTS	WESTERN	X	X	X	X	X																START ON 3RD FLOOR
ELECTRIC ROUGHIN WALLS AND CEILINGS	GRASLE	X	X	X	X	X			X	X	X	X	X									3RD FLOOR
ELECTRIC ROUGHIN WALLS AND CEILINGS	GRASLE								X	X	X	X	X			X	X	X	X	X		2ND FLOOR THEN FIRST FLOOR
TI DUCT & INSUL.	MCKINSTRY	X	X	X																		3RD FLOOR
TI DUCT AND INSULATE	MCKINSTRY	X	X	X	X	X			X	X	X	X	X									2ND FLOOR
TI DUCT	MCKINSTRY								X	X	X	X	X			X	X	X	X	X		1ST FLOOR
PRIME COAT PAINT DRYWALL	REICHL	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		3RD FLOOR THEN 2ND
COMMUNICATION ROUGHIN	BROADWAY	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		START 3RD FLOOR THEN 2ND
DAYCARE PLUMBING AND TESTING	PEN NOR	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X		
DAYCARE DEMO AND SAWCUTTING	HSI																					X

CEILING GRID

XXXXX 3RD FL