



**HOFFMAN CONSTRUCTION COMPANY
OF OREGON**

**METRO HEADQUARTERS
Our Job No. 9214**

PROJECT MEETING MINUTES

Meeting No: 46
Date: November 3, 1992
Location: HCCO Field Office
Attendees: Berit Stevenson Metro
Glenn Taylor Metro
Maurice Neyma Metro
Paul Thimm Thompson Vaivoda & Associates
Cade Lawrence Hoffman Construction Company
Bill Stotts Hoffman Construction Company
Don Nail Hoffman Construction Company
Ed Carlisle Glumac
Bob Thompson TVA

ACTION SUMMARY

HCCO

2-3-5 Meet with Glumac and Metro on 11/9/92 at 9:00 a.m.
42-3-5 Set up new N. Plaza completion date once new design is revised.
43-3-1 Obtain "Shaw" carpet sample to match "Prince Street" by 11/9/92.
45-3-2 Attend lighting meeting on 11/4/92.
46-1-3 Submit letter and pricing to Metro on council office sill.

TVA

41-3-4 Survey Parking Garage "ADA" and provide fee to Metro.
43-3-2 Issue Council Chamber wall layout drawings by 11/6/92.
44-3-1 Finalize Garage guardrail design by 11/5/92.
44-3-2 Meet with John Erp on 11/5/92 at 8:30 a.m. Council Chambers desk.
45-3-2 Attend lighting meeting on 11/4/92.
45-3-6 Clarify loading dock elevation brick anchorage.
46-1-1 Provide proposal on carpet reduction at 11/5/92 meeting.
46-1-4 Review the paint mock-up.
46-3-3 Issue an ASI on Council Chambers lighting control.

METRO

43-3-2 Attend Council Desk meeting 11/5/92 at 8:30 a.m. with John Erp.

ACTION SUMMARY (Continued)

- 43-3-5 Review and comment on U.S. West room design.
- 44-3-2 Make a decision by 11/10/92, on expansion of slate flooring.
- 45-3-4 Clarify which columns need to be refinished by 11/4/92.
- 45-3-5 Issue computer room equipment layout drawing by 11/4/92.
- 46-1-4 Review the recycled paint mock-ups.

GLUMAC

- 45-3-2 Attend lighting meeting on 11/4/92.

46-1-0 **ACTION ITEMS**

- 46-1-1 STAIRWAY CARPET: TVA explained they presently have carpet shown at stair #3, rubber tread at stair #4, and carpet in other stairways. TVA will review the carpet scope and come up with a proposal on where to delete carpet so the savings can be used to purchase the "Prince Street" carpet, if necessary. TVA will have a proposal by the 11/5/92 morning meeting.

Action: TVA
Date: 11/5/92

- ✓ 46-1-2 DAYCARE O/H DOORS: TVA explained they strongly recommend tempered glass at the Daycare O/H doors and issued a letter to the City (Jerry Englehart) requesting the City issue a formal letter saying tempered glass is not approved. HCCO will wait for the City letter before deciding whether to proceed with a decision on whether to pay extra to Crawford for the tempered glass.

Action: HCCO/TVA
Date: 11/6/92

✓ 46-1-3 COUNCIL SILL ISSUE: Metro explained one of the Council Board was requesting the sill be deleted at the offices just south of the Council Chambers. HCCO explained the window system would need to be removed to allow demolition of the concrete walls and then additional stuct. Framing would need to be added. HCCO will expedite submittal of the work involved with associated costs so Metro can review them with the Council member.

Action: HCCO
Date: 11/5/92

46-1-4 RECYCLED PAINT MOCK-UP: HCCO explained the painter had done (2) mock-ups of the paint for Metro and TVA review/approval. One mock-up is 100% recycle primer with 100% recycle finish coat while the other mock-up is 100% recycle primer with 100% new paint finish coat. TVA and Metro will review following the meeting. Metro, also, requested TVA respond to the RFP which questioned why recycled paints could not be used as the finish coat of drywall clgs.

Action: Metro/TVA
Date: 11/4/92

46-2-0 **RESOLVED ITEMS**

41-2-3 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 Grasle clarify their bid in regards to light and PCB removal.

As of October 27, 1992: HCCO issued credit information to

Metro if Grasle 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.

As of November 3, 1992: Metro approved using Cochran Broadway Electric for replacement of parking garage lights.

45-2-1 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

As of November 3, 1992: TVA reported that he did return all the submittals called out as critical by HCCO.

46-3-0 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 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.

As of November 3, 1992: HCCO explained they did not have the occupancy sensor pricing from Grasle so the meeting was rescheduled to occur on 11/9/92 at 9:00 a.m. at Glumac. HCCO will expedite the pricing from Grasle. Metro approved having Cochran install new lights at the parking garage.

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 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.

As of November 3, 1992: TVA received the design information from Glumac and will get an ASI issued yet today. TVA will be sure a copy is sent to ACSI.

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.

R

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.

As of November 3, 1992: TVA stated they would try to get the ADA review completed by 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 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 \pm 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.

As of November 3, 1992: HCCO had the N. Plaza retail activities cut loose from the 3/11/92 completion date and had the schedule updated. The latest update indicated the reception/council desk design was at-(6) float and the spine activities were running negative. HCCO sent a copy of the schedule update to Metro for their review. HCCO will set the N. Plaza completion date once the design is finalized.

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.

As of November 3, 1992: HCCO received a Shaw carpet sample but it was the same cost as the "Prince Street" carpet. HCCO expects the "No Cost" Shaw sample on 11/9/92. Metro committed to making a decision by 11/10/92 even if the new sample does not arrive.

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.

As of November 3, 1992: TVA reported they were going to meet with John Erp on 11/5/92 at 8:30 a.m. at TVA's office. HCCO and Metro will also attend the meeting. HCCO again explained the raised platform (+ \$11,000) would need to be covered in the \$42,000 allowance so the desk cost would need to be around \$31,000. Metro reported the latest design was approved by Council and they would issue an RFP to document approval with addition of a small typing drawer. TVA will issue the Council Framing drawing by 11/6/92.

60
REDUCED FROM \$82,000 TO \$62,000

✓ 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.

As of November 3, 1992: Same as above.

END OF WEEK

✓ 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

As of October 27, 1992: Same as above.

As of November 3, 1992: TVA revised the issue date to 11/5/92.

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.

R
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.

As of November 3, 1992: Metro decided to hold on a decision

for the slate until 11/10/92 when the carpet sample and Council desk had been resolved.

✓ 45-3-2 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 Grasle would tentatively be held on 10/28/92, at 8:00 a.m. to review conflicts.

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

As of November 3, 1992: HCCO reported the meeting was not held due to Glumac (Darryl Droba) not being available. HCCO, Glumac, and Grasle will get together on 11/4/92 if at all possible.

✓ 45-3-3 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

As of November 3, 1992: Glumac issued a light control package to TVA for distribution. TVA will issue the Council Chambers light control package in an ASI by 11/4/92.

OUT FOR PRICING

45-3-4 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

As of November 3, 1992: Same as above. Metro and TVA committed to clarify the scope of column refinish by late 11/4/92. HCCO will have Performance and W. Part. price the new scope of work once TVA and Metro clarify which columns need patching. *PATCH & PAINT - MINIMAL*

✓ 45-3-5 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.

G
Action: Metro
Date: 10/30/92

As of November 3, 1992: Same as above. Metro committed to clarifying this issue by today.

45-3-6 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.

R
Action: TVA
Date: 10/30/92

As of November 3, 1992: TVA has reviewed and hope to issue an ASI by 11/4/92.

*ISSUED LAST WK
ASI 41R*

46-4-0 QUALITY/SAFETY ITEMS

46-4-1 SAFETY MANHOURS: HCCO reported they had presently worked approximately 75,000 manhours without a lost time accident as of 11/3/92.

46-4-2 QUALITY ISSUES: Concern about the stains on the brick at several locations. HCCO will get with Davidson on cleaning the brick. ~~TVA and HCCO will review the window coping to insure the proper slope has been installed. meeting. OK~~

46-5-0 INFORMATION ITEMS

46-5-1 NEXT MEETING: The next Project Review meeting is scheduled for November 10, 1992, at 8:00 a.m. at the jobsite office.

46-5-2 SCHEDULE: See attachment, Fig. #1 for a copy of the HCCO three-week schedule.

Submitted by:

Cade Lawrence

Cade Lawrence
Assistant Operations Manager

CL:bjc

Attachments

cc: Attendees
Wayne Drinkward, HCCO

PERF METAL SCREENS FOR COUNCIL CHAMBERS & N. PLAZA

POWER POLE REMOVAL
US WEST - CALL

MOVING OFFICES ON SATURDAY.

XP - SI FIXTURE WON'T WORK.

Attachment,
Fig. #1

Hoffman Construction Job # 9214
Short Interval Schedule
METRO HEADQUARTERS

NOVEMBER

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ACTIVITY DESCRIPTION	Subcont.	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
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															
POUR INFILLS	HSI	X	X	X	X	X			X	X	X	X	X		X	X	X	X	X		ON METAL DECKING
POUR ENTRY COLUMNS	HSI							X	X												
SHOTCRETE GARAGE WALLS	J. WEST																				(X)
INSTALL ELEVATOR #3	SOUND																				X X
MODIFY SPRINKLER SYSTEM	BASIC FIRE							X	X	X	X	X			X	X	X	X	X		INTERMITTENT
CMU AT PLANTERS	DAVIDSONS											X			X	X	X	X	X		
INSTALL WEST ELEVATION BRICK	DAVIDSON	X	X	X																	
INSTALL NORTH ELEVATION BRICK	DAVIDSON	X	X	X	X	X			X	X	X	X	X		X	X	X	X	X		
INSTALL CMU AT LOADING DOCK	DAVIDSONS			X	X	X			X	X	X	X	X								
COPE FLASHING	MCBRIDE	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								AND CAULKING
INSTALL WEST ELEVATION STOREFRONT AND CURTAINWALL	HARMON						X														
NORTH ELEVATION CURTAINWALL	HARMON																				X X
FIREPROOFING	PERFORMANCE	X	X	X	X	X			X	X	X	X	X		X	X	X	X	X		AND CAULKING
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

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Short Interval Schedule

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ACTIVITY DESCRIPTION	Subcont.	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
STAIR #3 FRAME AND DRYVIT	PERFORMANCE	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		
ELECTRICAL ROUGHIN	JWP GRASLE	X	X	X	X	X			X	X	X	X	X			X	X	X	X		MAIN FEEDS, ELECT. ROOMS, BRANCH CONDUIT AND WIRIN
PLUMBING ROUGHIN AND TESTING	PEN NOR	X	X	X	X	X			X	X	X	X	X			X	X	X	X		BASEMENT, NORTH END, THIRD FLOOR & TOWER
INSTALL AND INSULATE DUCT WORKMCKINSTRY		X	X	X	X	X			X	X	X	X	X			X	X	X	X		2ND AND FIRST FLOORS
NORTH PLAZA LEVEL 1	CARR	X	X	X	X	X															
NORTH PLAZA LEVEL 2	CARR															X					
SEISMIC JOINT 1ST FLOOR	CARR	X	X	X	X	X															
TOWER SCREEN WALL	CARR	X	X	X																	
COUNTER SUPPORT BRACKETS	CARR	X	X																		
FOLDING PARTITION SUPPORT	CARR				X	X															
STAIR #5 DECKING	CARR	X	X	X																	
INSTALL BOLLARDS	CARR								X	X	X	X	X								
ELEVATOR SHAFT BEAMS AND DECK CARR		X	X	X	X	X			X	X	X	X	X								
INSTALL INSULATION AND ROOFING	BUCKAROO	X	X	X	X	X															DAYCARE
SITE CONCRETE GRADING AND PAVING	GOLDIE GENTLE	X	X	X	X	X			X	X	X	X	X			X	X	X	X		NEED O.K. FROM METRO AT PARKING GARAGE
SIDEWALK DEMO.	ALLIED								X												GRAND AVE
BRICK AND WINDOW FRAME CAULKING	HARMON PARDUE	X	X	X	X	X			X	X	X	X	X			X	X	X	X		AS WEATHER ALLOWS

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Short Interval Schedule

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ACTIVITY DESCRIPTION Subcont. 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
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TI WORK TI WORK TI WORK TI TI

FRAME WALLS, DRYWALL AND TAPE WESTERN X X X X X X X X X X X X X X X FIRST FLOOR WAITING ON H

 FRAME, DRYWALL AND TAPE WESTERN X X X X X X X X X X X X X X X START ON 3RD FLOOR
 WALLS AND SOFFITS THEN 2ND

 SET H.N. FRAMES WESTERN X X X X X X X 3RD THEN 2ND FLOOR
 2ND FLOOR DUE ON 11-6

 ELECTRIC ROUGHIN GRASLE X X X X X 3RD FLOOR
 CEILINGS

 ELECTRIC ROUGHIN GRASLE X X X X X X X X X X 2ND FLOOR AND
 WALLS AND CEILINGS FIRST FLOOR

 TI DUCT & INSUL. MCKINSTRY 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 REICHLER 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 2ND FLOOR

 DAYCARE PLUMBING PEN NOR X X X X X X X X X X X X X X X
 AND TESTING

 DAYCARE DEMO HSI X X X X X
 AND SAWCUTTING

 CEILING GRID PCI X X X X X X X X X X 3RD FLOOR
~~AND TESTING~~

 SPINE DIFFUSER ROUGHIN X X X X X