



HOFFMAN CONSTRUCTION COMPANY OF CREGON

METRO HEADQUARTERS Our Job No. 9214

PROJECT MEETING MINUTES

Meeting No:

50

Date:

December 1, 1992

Location:

HCCO Field Office Berit Stevenson

Attendees:

Metro Metro

Glenn Taylor

Metro

Maurice Neyma

Metro

Paul Thimm Cade Lawrence Bill Stotts

Don Nail

Thompson Vaivoda & Associates Hoffman Construction Company Hoffman Construction Company Hoffman Construction Company

ACTION SUMMARY

HCCO 43-3-2 49-3-3 50-1-5	Obtain four (4) more bids on Reception and Council desks. Get meggar tests to Glumac. Submit the U.S. West Room costs.
TVA	
42-3-5	Issue ASI simplifying N. Plaza steel and deleting screen work. Get with city on final design approval.
47-3-4	Get with Desch and simplify Council fabric doors.
47-3-6	Select a light fixture for Tower tank.
48-3-2	Design a brochure rack into Reception desk.
48-3-5	Get Glumac to respond to the "ADA" report by Professional
	Dynamics. Check on the Daycare drinking fountain meeting ADA.
48-3-6	Start on signage design.
49-3-2	Get the Parking Garage design in front of the city.
50-1-2	Issue ASI on widening low wall caps.
50-1-4	Review miscellaneous casework height against ADA.
METRO	Review and decide on value engineering pricing for council
43-3-2	desk. Issue an RFP and obtain Syndecrete final samples.
48-3-4	Get with the city on Parking Garage backflow device.
48-3-6	Start on signage design.
50-1-1	Get with U.S. West on filling manhole.

ACTION SUMMARY (Continued)

METRO

50-1-2 Clarify which low walls are to have wide cap.

50-1-3 Send HCCO a copy of the city approved "Traffic Management

50-1-6 Issue a RFP revising slate expansion to carpet.

50-1-7 Review Parking Garage elevator proposals.

50-1-0 ACTION ITEMS

DAYCARE VAULT/MANHOLE: Metro will get with U.S. West regarding their schedule for filling the telephone vault with sand.

Action: Metro Date: 12/8/92

LOW WALL RECEPTION CAP: Metro requested TVA revise the Reception area low wall cap to a greater width to allow paperwork to occur on top of wall cap. TVA will coordinate the cap width with Metro and issue an ASI.

Action: TVA/Metro Date: 12/8/92

√ 50-1-3 TRAFFIC DEMAND PLAN: HCCO questioned the status of city approval on the "Traffic Demand Plan" by Metro. Metro stated they believe the "Traffic Demand Plan" is approved and will send HCCO a copy.

Action: Metro Date: 12/8/92

eff 50-1-4

ADA CASEWORK HEIGHT: Metro voiced concern regarding the Lounge and miscellaneous office coffee bars not being the proper "ADA" height. TVA explained they were in compliance with the basic intent of the ADA, but there were areas not

> totally accessible to handicap people. Metro requested all the basic coffee bars be totally accessible and will issue an RFP requesting such action.

Action:

Metro

Date:

12/3/92

TOO LATE ON REMAINDER

* LOWER BREAK ROOM SINK

** CHECK WBERLT ON DAY CARE

U.S. WEST ROOM COST: Metro requested HCCO expedite the U.S. 50-1-5 West room pricing. HCCO anticipated having a pricing proposal submitted by next week.

Action:

HCCO

Date:

12/8/92

50-1-6

SLATE FLOOR EXTENSION: Metro requested the slate extension not proceed and that TVA revise the spine area to carpet with some special carpet designs. Metro will issue a RFP directing TVA to utilize carpet at the 2nd floor spine in lieu of slate.

Action:

Metro/TVA

Date:

12/4/92

CARPET

PARKING GARAGE ELEVATOR: HCCO questioned the status of the 50-1-7 Parking Garage elevator issue. Metro will review the old Parking Garage elevator proposals and get back with HCCO on how they want to proceed.

Action:

Metro

Date:

12/8/92

50-2-0 RESOLVED ITEMS

47-2-5 CROSS BRACING MOCK-UP: TVA requested HCCO have one (1) mock-up completed on the window wall cross bracing prior to having all the cross-bracing installed. TVA explained they are thinking of deleting the cross-bracing.

Action: HCCO
Date: 11/17/92

As of November 17, 1992: HCCO explained Harmon will have the curtainwall cross-bracing mock-up ready by tomorrow. TVA will come over and review the mock-up once it is completed.

As of November 24, 1992: HCCO got a mock-up ready at the S.W. corner. TVA will review and make a decision by 11/25/92.

As of December 1, 1992: TVA issued ASI 83 which deleted the cross bracing.

49-2-1 LOADING DOCK CORRIDOR WIDTH: TVA explained the loading dock North corridor wall was built prior to the city requesting a new stair off stairway #2. The new stair reduces the corridor width to ± 4'-3". Metro will review their future loading dock usage and let HCCO know if the wall should be moved.

Action: Metro Date: 12/1/92

As of December 1, 1992: Metro issued a memo requesting the corridor wall be moved to the North as required by the final tenant improvement documents. TVA will issue an ASI to HCCO so the work can proceed.

50-3-0 UNRESOLVED ITEMS

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 November 17, 1992: Metro approved awarding the Reception desk and Council Chambers' casework to John Earp. All parties discussed the N. Plaza design status and agreed to the following action items:

- a) TVA to issue an ASI simplifying the design and deleting the Plaza screen work.
- b) HCCO will obtain additional bids on the retail/trellis structural work.

- c) Metro approved the curtainwall design and HCCO will award to Harmon.
- d) TVA and HCCO will get with KPFF and try to reduce any special structural steel work.
- e) TVA will continue to pursue city (Edgar) approval.

As of November 24, 1992:

- a) Same as above.
- b) HCCO received bids over the Carr initial bid. HCCO awarded to Carr.
- c) HCCO awarded the work to Harmon.
- d) Same as above.
- e) Same as above.
- As of December 1, 1992:
- a) TVA is to issue ASI on simplified trellis and Plaza ASI 86 screen. ASI 88

SPANDREL

GLASS

d) A meeting will be held at 9:30 today to finalize Plaza steel work.

Ve) TVA will expedite city (Edgar) approval. Critical to small retail glass deletion.

BOB TO CALL SOME COMMISSION MEMBELS.

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 November 17, 1992: Metro approved awarding the Council Chambers and Reception desk casework to John Earp with all the VE ideas implemented. Metro will issue an RFP on the approval, and HCCO will get the work awarded. TVA committed to working with John Earp during the shop drawing phase to insure work can be started right after Christmas. Metro explained they will be looking at another Syndecrete sample which uses more recycled materials.

As of November 24, 1992: HCCO explained John Earp could not get the casework completed as necessary to meet the schedule. HCCO obtained an updated bid from Desch, but their new bid was \$28,000 over the budget. All parties agreed HCCO would need to go out for more bids. HCCO will try to get more bids by 12/4/92. Metro to issued an RFP if they want Syndecrete. As of December 1, 1992: HCCO explained they expect four (4) bids on 12/4/92, for the Reception desk and Council Chambers desk.

BIOS \$38,000 W/o STEEL

47-3-4 TACKABLE SURFACES: Metro reported that Homosote did not need to be used on the job. HCCO tabled pricing from Desch and Western Partitions in regards to the fabric panels and reviewed them with Metro. Metro will review the added work and decide if there are areas which can be cut.

Action: Metro
Date: 11/16/92

As of November 17, 1992: Metro decided to delete the fabric panels from all Daycare rooms and the North wall of the small Council Chambers' room. Metro requested the fabric panels should remain at the Personnel room. Metro will issue an RFP to HCCO on their directive. TVA will get with Desch on simplifying the Council Chambers sliding fabric panel doors to reduce costs.

As of November 24, 1992: TVA issued ASI #77 to delete fabric panels at the conference rooms and No. Council Chambers' room. In regards to the original T.I. fabric, HCCO and Metro agreed to try for a less expensive fabric to reduce the dollar value of the claim by Western Partitions. HCCO will have new fabric samples sent over to TVA. TVA to work out sliding fabric door design with Desch.

As of December 1, 1992: HCCO had Maheram fabric submitted to TVA for review. TVA will review the fabric and settle with Desch on the sliding fabric door design.

FABRIC DOOR TYA TO DISCUSS WIDESCH

√ 47-3-6 TANK LIGHT FIXTURE: Metro questioned the status of TVA selecting a light fixture for the Tower tank. TVA will get started on selecting a fixture for the tank.

Action: TVA

Date: 11/17/92

As of November 17, 1992: Same as above. As of December 1, 1992: Same as above. Same as above.

√ 48-3-2 BROCHURE RACK: Metro requested TVA add a small brochure rack to the Reception desk design so Metro pamphlets can be stored

JASCO?

in that area. TVA will review the design and get a brochure rack added.

Action: TVA

Date: 11/24/92

As of November 24, 1992: Same as above. As of December 1, 1992: Same as above.

48-3-4

GARAGE BACKFLOW: HCCO issued budget pricing to Metro on the new backflow device required by the city at the Parking Garage. Metro will review and call the city if they have any concerns about why it is being required.

Action: Metro Date: 11/24/92

As of November 24, 1992: Same as above. As of December 1, 1992: Same as above.

48-3-5

ADA REVIEW: HCCO issued the Professional Dynamics report concerning "ADA" to TVA for review and comment. TVA and Glumac will try to have a response ready by next week.

Action: TVA

Date: 11/24/92

As of November 24, 1992: TVA issued a response to the "ADA" review, and HCCO forwarded to Professional Dynamics for comment. TVA will expedite a response from Glumac.

As of December 1, 1992: Same as above. TVA will check on the Daycare drinking fountain meeting ADA requirements.

SIGNAGE DESIGN: HCCO issued a fax requesting TVA and Metro 48-3-6 start on the project signage design. Metro and TVA will get the process going.

> TVA/Metro Action: 12/15/92 Date:

As of November 24, 1992: TVA explained they will have a scheme for the main building sign by 12/1/92, with a preliminary scheme for the overall signage issued by 12/8/92. As of December 1, 1992: Same as above with the exception of the main building sign to be issued to HCCO on 12/2/92.

PARKING GARAGE DESIGN SUBMITTAL: TVA will meet with Edgar of 49-3-2 the city on 11/25/92, and review the Parking Garage design so the overall design review can be completed. HCCO explained the electrical permit cannot be issued until design review is complete.

> TVA Action:

Date: 11/25/92

As of December 1, 1992: Same as above. HCCO emphasized this issue is critical since the light fixtures were ordered and it would be prudent to confirm city approval.

PARKING GARAGE FEEDER: HCCO explained they had received a VE 49-3-3 request from Grasle to reuse the existing Parking Garage feeder. Metro explained it was acceptable to them if Glumac approved. HCCO will get the meggar tests over to Glumac so a decision can be made.

> Action: HCCO/Glumac Date:

12/1/92

As of December 1, 1992: Same as above.

50-4-0 QUALITY/SAFETY ITEMS

- 50-4-1 SAFETY MANHOURS: HCCO reported they had presently worked approximately 90,000 manhours without a lost time accident as of 12/1/92.
- 50-4-2 QUALITY ISSUES: No quality issues were brought up at the meeting.

50-5-0 INFORMATION ITEMS

- 50-5-1 NEXT MEETING: The next Project Review meeting is scheduled for 12/8/92, at 8:00 a.m. at the jobsite office.
- 50-5-2 SCHEDULE: See attachment, Figure #1 for a copy of the HCCO three-week schedule. See attachment, Figure #2 for a copy of the latest ASI log from TVA.
- 50-5-3 BICYCLE RACK: All parties agreed the bicycle racks should be mounted at both the Plaza and lower parking. A black powder-coated finish was acceptable to TVA.

Submitted by:

Cade Laurence

Cade Lawrence

Assistant Operations Manager

CL:gac

Attachments

cc: Attendees
Wayne Drinkward, HCCO
Bob Thompson, TVA

BILL - FIRE & LIFESAFETY - IS REPORT REQUIRED? NO.

POLICE STATION T.I. BUYOUT. - RESOLUED THIS WK.

Attachment, Fig. # 1

Hoffman Construction Job # 9214 - Short Interval Schedule
METRO HEADQUARTERS

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DEMO OLD FRT ELEV WALLS	HSI																			X AS NEW BEAMS ARE INSTALLED
FRP PEN NOR CONCRETE	HSI	X	X	X	X	X			X	X	X	X	X		X	X		X	X	
STRIP GARAGE WALLS																				
FRP CONCRETE BENCHES	HSI	X	X																	
POUR MISC INFILLS	HSI ,	X	X	X	X	X		- 	X	X	X	X	X	X						
POUR STAIR PANS	HSI				X	X						-				,		-		
CERAMIC TILE AT TOILET ROOMS	PCI	X	X	X	X	X			X	X	X	X	X					X	X	X
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	DAVIDSONS				-															NORTH AND SOUTH PLAZA
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	Construction terval School	9214	-

METRO HEADQUARTERS	*********	***	***	**1	::::	: * * 1	***	***	***	***	:::	***	***	***	***	***	***	***	***	***************************************
ACTIVITY DESCRIPTION FIREPROOFING	Subcont. PERFORMANCE	30 X	1 X	2	3	CEME 4 X	5	6	7 X	8 X	9 X	10 X	11 X	. 12	13	14 X	15 X	16 X	17 X	' 18 X INTERWITTENT
INSULATION AND DRYWALL AND TAPE CORE AND SHELL NORTH SIDE AND STAIR #4	PERFORMANCE	X	X	X	X	X			X	X	X	X	X			X				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 PRYVIT AND SHAFTWALL		X	X	X	X	X			X	X	X	X	X							WEATHER PERMITTING
GITE ELECTRICAL																				LIGHT POLE BASES
ELECTRICAL ROUGHIN	JWP GRASLE	X	X	X	X	X			X	X	X	X	X			X	X	X	X	X BRANCH CONDUIT AND WIRING
LUMBING ROUGHIN ND TESTING	PEN NOR	X	X	X	X	X														FIRST FLOOR
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STARTUP HVAC UNIT #1																				
IORTH PLAZA LEVEL 2				-											٠.	X	X	X	X	X
STAIR #6	CARR	X	X	X																
OADING DOCK FRAMES	CARR	X	X	X																
NU DEFLECTION HEADS	CARR		•											•						FILL IN
TAIR SHAFT BEANS	CARR	X	X	X	X	X		1.74												GRID ON 3RD
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ORADE AND POUR SIDEWALK AT PARKING GARAGE	VAN LON	X	X	X	X	X			X	X	X	X	X				がいる。			NEED POWER POLES REMOVED
BRICK AND WINDOW	HARMON	X	X	X	X	X			X	X	X	X	X					1		AS VEATHER ALLOWS

Hoffman Construction Job # 9214
Short Interval Schedule
WETRO HEADQUARTERS

METRO HEADQUARTERS	********	***	***	***	***	***	****	**1	:::	***	***	***	: * * :	****	****	:::	**:	:::	***	:	***	*****	****	:***1	::::	**
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DAYCARE DRYWALL	WESTERN	X	X	X	X	X			X	X	X	X	X		}	ζ	X	X	X	X	AND	ANNEX				
COUNCIL CHAMBERS SPRINKLER RI	BASIC	X	X	X	X	X																				
COUNCIL CHAMBERS CEILING ROUGHIN	GRASLE	X	X	X	X	X				•																
ELECTRIC ROUGHIN CEILINGS	GRASLE	X	X	X	X.	X															3RI	FLOOR				
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METRO HEADQUARTERS - ASI LOG - updated 11/30/92

ASI No.	DESCRIPTION	CONSULTANT	DATE	CROSS	STATUS
A01110.	22001111 11311	RESPONSIBLE	ISSUED	REFERENCE	
01	Revise brick dim. at tower entry	TVA	5-18-92		
02	East wall mod, for Penthouse	TVA	5-27-92	RFI-138	
03	Structural Items additional	KPFF	5-26-92_		
04	M.S. backup at brick	TVA/KPFF	5-27-92		
05	Various Mech & Plumbing items	GLUMAC	5-27-92		
06	Clar.M.S. at stair tower	TVA	5-28-92		
07	Brick R.O. dim. change	TVA	5-29-92		
08	Brick Veneer East	TVA	6-2-92		
09	Misc. Arch. items	TVA	6-8-92		
10	Revise CMU, N. plaza demo, etc.	TVA	6-18-92		
		T) / A	6 40 00		
11	Plancheck Architectual comments	TVA	6-12-92		
12	Brick veneer mod. for (e) cond.	TVA	6-16-92		
13	Alum. closure mod. / insul. change	TVA	7-13-92		DYN 7 04 00
14R	Core & Shell revision due to T.I.	TVA	7-16-92		REV. 7-24-92
15	New plate at window head	TVA	7-22-92		
16	Channel at offset loc.	TVA	7-24-92		
17	Elec. main service conduit changes	GLUMAC	7-27-92		
18	Curtainwall metal panels / tie rods	TVA	7-28-92		
19	Move 2' x 2' wdw. on west elev.	TVA	7-28-92		
20	Tower structure cladding anchors	KPFF	7-29-92		
04	36 x 72 hole for penthouse mech.	KPFF	7-30-92		
21 22	Various M. & E. per Glumac mtg.	GLUMAC	8-3-92		
	Cast Stone Ornament	TVA	8-4-92		i
23	Partition Clarifications	TVA	8-7-92		
25R	T.I. Revisions per METRO	TVA/GLUMAC			REV. 9-30-92
26	Roof screen changes	TVA	8-12-92		
27	T.I. Elec. & Phone changes				
28	Door and louver relocation at tower	TVA	8-14-92		
29	Stair #3 tower parapets	TVA	8-17-92		
30	Delete cable tray at north plaza	GLUMAC	8-19-92		
30					
31	Paver joint and aggregate conc.clarify	TVA	8-26-92		
32	Elevator Pit Lights	GLUMAC	8-31-92	<u> </u>	
33	T.I. Plancheck items	TVA	9-9-92		
34	T.I. Wd to H.M. frame substitution	TVA	9-9-92		T.I. V.E.
35	Add 2 roof drains at plaza retail	GLUMAC	9-14-92		
36	Decorative stone medallions locations	TVA	9-15-92		
37	Openings in Park. Stru. shearwalls	TVA/KPFF	9-16-92	RFI-192	
38	Flagpole layout & support clarification	TVA/KPFF	9-18-92		
39	Plumbing changes in bsmt.	GLUMAC_	9-18-92	ļ	TIVE
40	Landscape VE & METRO changes	MAYER-REED	9-22-92		T.I. V.E.
440	New brick at auto entry wall	TVA	9-24-92		REV. 11-5-92
41R	Plaza plancheck, etc.	TVA	11-16-92		1
42	T.I. 2nd & 3rd fl. ceiling revisions	TVA	9-28-92	ASI-48	SUPERSEDED
43_	T.I. Fitness shower layout revision	TVA	9-28-92		
44	T.I. HVAC rev. at Council Ch.+ misc.	GLUMAC	10-2-92		
45	T.I. HVAC rev. at Council Cri.+ misc. T.I. Light rev. + clarifications (Memo)	GLUMAC	10-5-92		
46	Stair 5 rail support modification	TVA/KPFF	10-8-92		
47	Coordinated Ceiling Plans 2nd + 3rd	TVA	10-9-92	1	REPLACES ASI.43
48	Media box & F.A. pnl locations	TVA	10-12-92		REV. 10-26-92
49R	Media box & r.A. phi locations	TVA	10-8-92		/
50	Sidewalk scoreline clarifications	1 7 7	10 0 02	_1	<u> </u>

4011	DECORIDION	CONSULTANT	DATE	CROSS	STATUS
ASI No.		RESPONSIBLE		REFERENCE	
		MAYER/REED		HEI EHEROE	
51	Landscape + irrig. for parking structure	TVA/GLUMAC			
52	N. Plaza planter drains rev.	TVA	10-15-92		
53_	Daycare "dock" stair + rail clarification	GLUMAC	10-15-92		
54	Plumbing rev. Sheet TP2.1 (field coord.)	TVA/GLUMAC			(appeal hood)
55	Daycare kitchen revision Various T.I. V.E. items (combined)	TVA	10-19-92		T.I. V.E.
56	Lighting rev. + occ. sens. 2nd+3rd	GLUMAC	10-20-92		T.I. V.E.
57	Revise H.M. relites at rm. 201A	TVA	10-20-92	ASI-34	T.I. item
58 59	T.I. finish schedule	TVA	10-21-92	See ASI-74	
60	Police T.I. docs. + Fitness revision	TVA/GLUMAC			T.I. item
00	Folice 1.1. docs. 1 1 titless revision				
61	Add Fiber optic phone equip. rm.	TVA	11-16-92		For US WEST
62	Roof Appeal - add phone, ch. hardwar	TVA	10-26-92		METRO reques
63	Change to dimmable lights council char	GLUMAC	10-27-92	PR-4	ASI-66
64	Misc. mechanical rev. 2nd + 3rd	GLUMAC	11-2-92		
65	Park structure railings + paint	TVA	11-5-92		101 00
66	AV room 362 revisions	TVA/GLUMAC		PR-4	ASI-63
67R	Recycled paint scheme clarification		REV. 11/12/92		Void per ASI-79
68	Council desk, kitchen + add toilet	TVA	11-9-92	PR-7	T.I. item
69	VE wood wall caps to MDF	TVA	11-6-92		T.I. V.E.
70	Misc. elec. and mech. items	TVA/GLUMAC	11-6-92		
74	Extend slate flooring in lobby	TVA	11-16-92	PR-8	T.I. item
71	Rev. low wall at rm. 385, etc.	TVA	11-16-92	PR-2	T.I. item
72	Add access at roof screen at RAC-1	TVA		Glumac field	
73 74R	P.lam changes/VCT pattern/carpet spec		11-17-92	PR-12	REV. 11/24/92
75	Clarify sawcut & alum. at daycare south		11-18-92		T.I. item
76	Delete finish in stairs 3 + 4	TVA	11-23-92		T.I. V.E.
77	Delete tack bd. at 3 rooms	TVA	11-23-92	PR-15	T.I. V.E.
78	Delete refer. at room 382 (O.F.O.I.)	TVA	11-23-92	PR-16	T.I. V.E.
79	Revise again recycle paint scheme	TVA	11-23-92	PR-14_	replace ASI.67F
80	Add power to main phone room	TVA	11-24-92	PR-11	
		77/4	44 05 00	PR-9	
81	Mod cab. + wall see-thru room 297	TVA	11-25-92	- FN-9	DEW 11/20/02
82R	W.H. + casewk changes, rm. 359, 401		11-25-92		REV. 11/30/92
83	Delete curtainwall X-brace rods	TVA			field problem
84	Modify duct size at council chamber	GLUMAC	11-30-92		heid problem
85	Add wide cap at 42" partitions	TVA			
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