



**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# *Memorandum*

## METRO HEADQUARTERS PUBLIC ART COMMITTEE

WEDNESDAY  
AUGUST 12, 1992  
8:00 A.M.

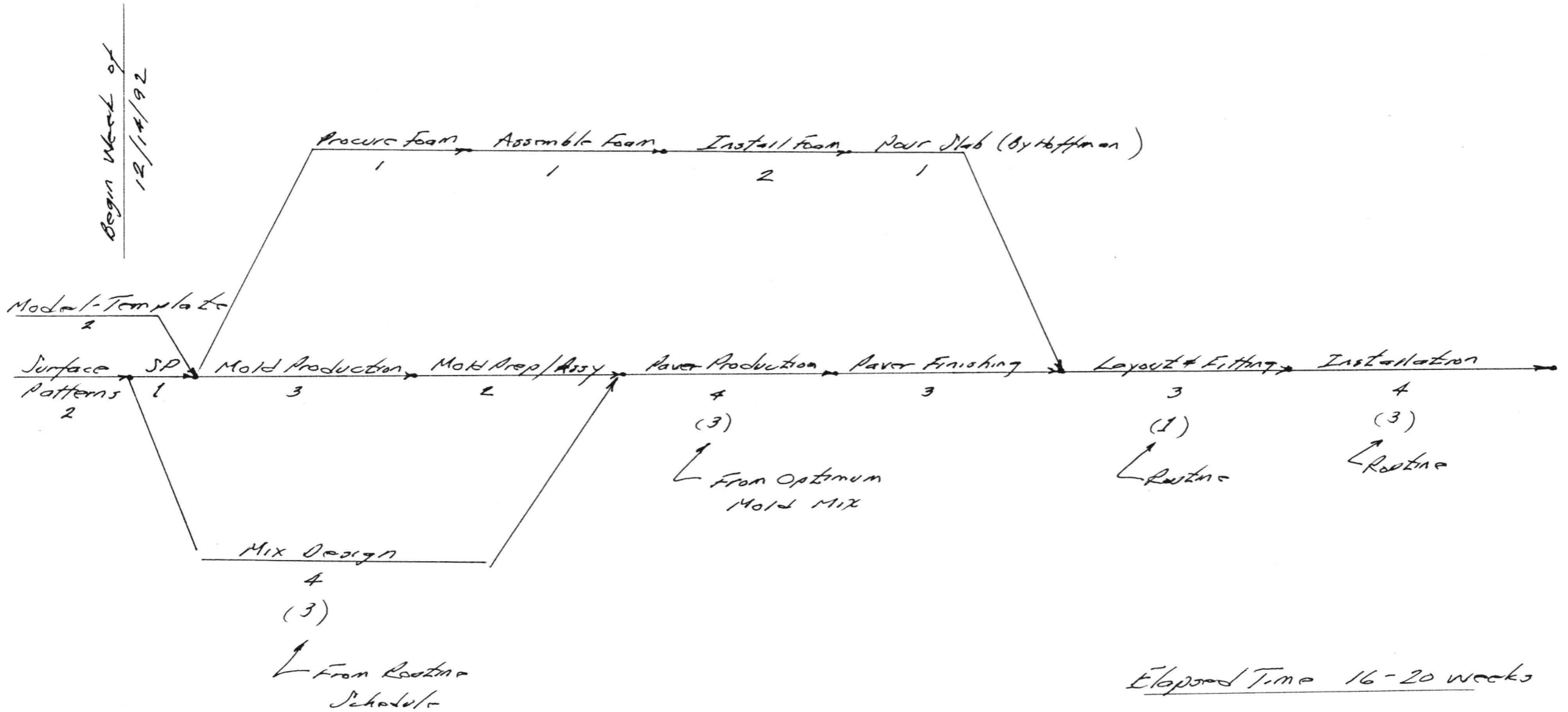
METRO CONFERENCE ROOM #440  
2000 S. W. FIRST AVENUE  
PORTLAND, OREGON

1. REVIEW AND APPROVAL OF ART PROJECT:

David Bales and Anne Storrs plaza layout

A light breakfast will be available.

# ACCELERATED SCHEDULE



## PROJECT SLIDE DESCRIPTIONS

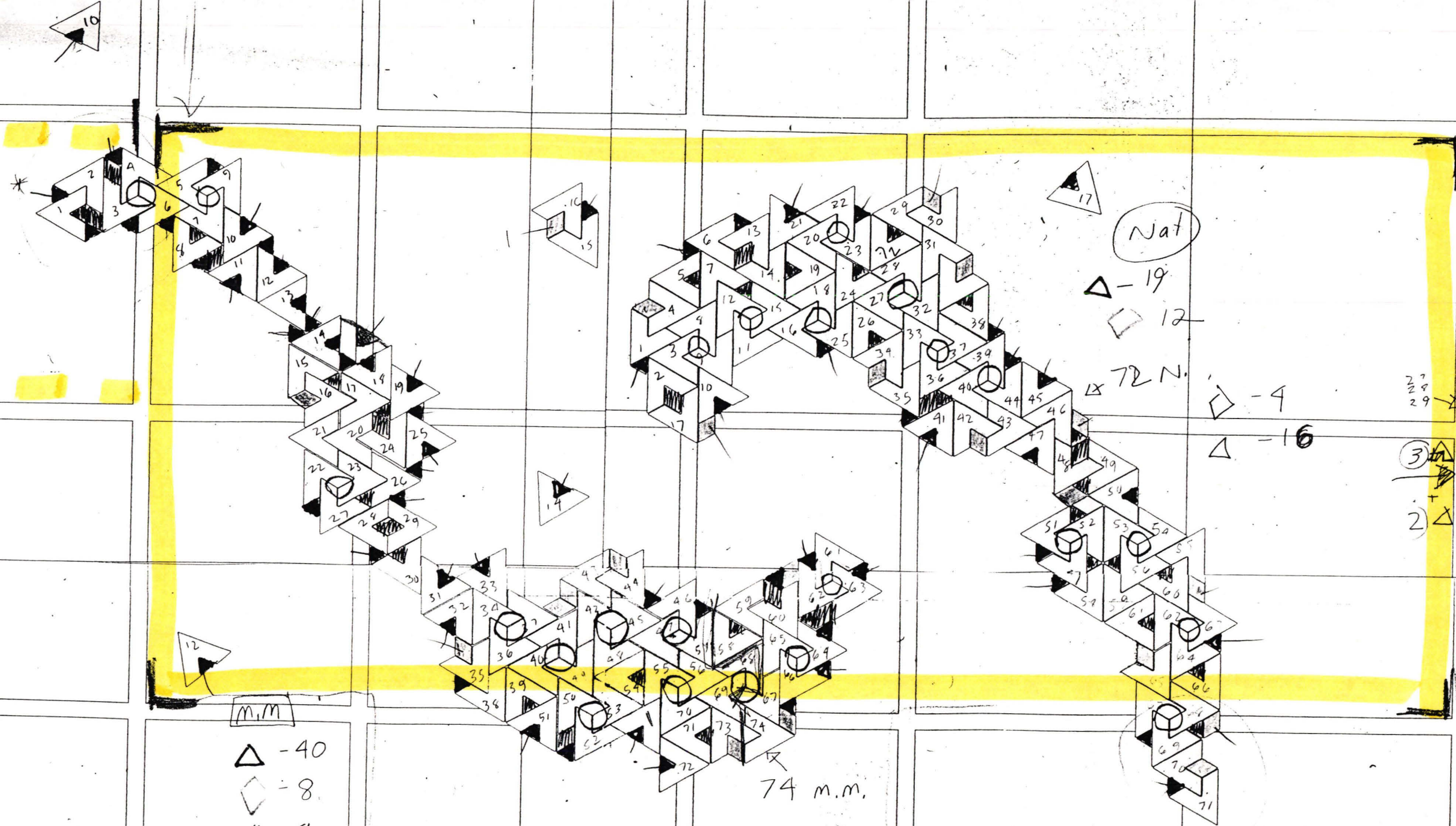
### Metro Headquarters

- 1 Tile mock-up design study of preliminary paver layout.
- 2 Design study layout exploring color and pattern issues.
- 3 Design study of pattern layout within limits of final paver boundaries.
- 4 Final pattern layout of "Human" island.
- 5 Selection of objects to be used for impressions.
- 6 Pressing fish in fresh clay for "Nature" tile model.
- 7 Trial impressions in clay for study of images and technique.
- 8 Final impressions in clay to be used as a mold for the cast plaster models.
- 9 Pressing casting frame into fresh clay in preparation for pouring plaster model.
- 10 Plaster models of clay impressions.
- 11 Mounting of plaster face models to wooden paver models.
- 12 Trimming plaster faces to exact dimensions of block model.
- 13 Rubber mold liner of "C type" block.
- 14 Finished mold "C type" showing rubber liner and plywood "case".
- 15 Pouring rubber mold liners at Architectural Reproductions.
- 16 Paver production at RJ Michael precast.
- 17 "Stripping" a new "A type" part from the plywood and rubber mold.
- 18 Cast parts curing in the storage yard.
- 19 Detail of stockpiled parts awaiting finish grinding and acid etching.
- 20 Ready finished parts for shipping.
- 21 Layout of full-size foam blocks for site formwork.
- 22 Site forms installed with plywood perimeter and welded wire mesh.
- 23 View of "Human" island ready for concrete pour.
- 24 Detail of formwork showing first phase concrete pour.
- 25 Detail of "Natural" island formwork.

## **PROJECT SLIDE DESCRIPTIONS**

### **Metro Headquarters**

- 26 Pumping concrete into the plaza for the final pour.
- 27 Workers screeding concrete to the brick and paver forms.
- 28 Detail showing hand finishing of concrete adjacent to paver forms.
- 29 View of plaza after concrete has been poured and formworks removed.
- 30 Overview of plaza and block-outs for pavers.
- 31 Installation of pavers into blockouts.
- 32 "Pointing" or grouting the joints between the pavers.
- 33 Overview of finished plaza.
- 34 View of "Human" island.
- 35 "Human" island looking toward main entry.
- 36 Detail of "Natural" island.
- 37 Detail of "Natural" island.
- 38 Detail of "Natural" island.
- 39 Detail of "Human" island.
- 40 Detail of name plaque "Human Nature", "Anne Storrs", "David Bales", "© 1993".



M.M.

- △ -40
- ◇ -8
- ◇ -8
- △ -11

74 m.m.

Nat

△ -19

◇ -12

72 N.

◇ -4

△ -16

3) △

2) △



# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

August 13, 1992

**Executive Officer**  
Rena Cusma

**Metro Council**

Jim Gardner  
*Presiding Officer*  
District 3

Judy Wyers  
*Deputy Presiding Officer*  
District 8

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Ruth McFarland  
District 7

Tanya Collier  
District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12

Mr. David Bales and  
Ms. Ann Storrs  
3804 N. E. Senate  
Portland, Oregon 97232

Dear David and Ann:

This letter formally acknowledges the Public Art Committee's approval of the layout design of your pavers for the Metro Headquarters Building plaza which you presented at our meeting on Wednesday, August 12, 1992. This letter also serves as notice to proceed to Phase II of the Agreement.

If you have any questions, please contact me or Sandy Stallcup.

Sincerely,

Berit Stevenson  
Project Manager  
Metro Headquarters



# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

August 14, 1992

**Executive Officer**  
Rena Cusma

**Metro Council**

Jim Gardner  
*Presiding Officer*  
District 3

Judy Wyers  
*Deputy Presiding Officer*  
District 8

Susan McLain  
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District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12

Mr. David Bales and  
Ms. Ann Storrs  
3804 N. E. Senate  
Portland, Oregon 97232

Dear David and Ann:

The Council was quite pleased with your plaza design and they passed the resolution. Enclosed are four copies of the contract. Would both of you sign all four copies and return them to me. I will forward a fully executed copy to each of you for your records.

If you have any questions, please call me.

Sincerely,

Sandy Stallcup  
Regional Facilities

Enclosures

## MEMORANDUM

SEP 21 1992

Date: 9-18-92

Project: Metro Headquarters, Portland

Topic: Art Paver Installation Schedule

Dear Berit,

The following is our desired schedule for the first phase of the Art Paver installation. Because of potential detailing changes by the Architect and Hoffman, we are awaiting review and approval of our shop drawings before we proceed. Our method of blocking out for the pavers will be as discussed in our meeting of 9-7-92; recycled content EPS foam blocks with 1/4" CDX or MDO plywood form liner, attached to the existing slab with steel clips or foam "stick clips".

Shop Drawing Approval: 9-21-92

Final Layout Configuration: 9-21-92

Foam Order: 9-21-92

Foam Fabrication Complete: 10-2-92

Site Install of Paver Forms: 10-5-92

Paver Install Complete By: 10-9-92

As per our meeting, framework for brick accent strips will be installed prior to our work. They will be fastened to the slab in a manner that allows portions to be removed for installation of the paver formwork, without risk of destroying the integrity of the remaining layout.

Form clips would be anchored to the slab using acrylic or construction adhesive, masonry anchors, or shot pins.

Please contact me if you see any schedule conflicts or detailing problems.

Sincerely,

David Bales

cc: Hoffman  
TVA



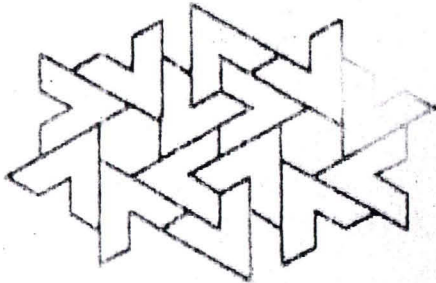
METRO HEADQUARTERS; EXTERIOR PLAZA  
ANNE STORRS AND DAVID BALES

6/24/92

PRELIMINARY SCHEDULE

item	phase	description	required wks	who	JULY		AUG			SEPT			OCT			NOV			DEC																
					6	13	20	27	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	2	9	16	23	30					
1	design	shop drawings	NA	6	ART	[shaded]																													
2	design	material research	NA	5	ART	[shaded]																													
3	design	drawing review	NA	3	TVC	[shaded]																													
4	model	sculpting	4	7	ART	[shaded]																													
5	mold	rubber molds	8	5	ART	[shaded]																													
6	production	block production	325	8	PRE	[shaded]																													
7	install	site prep	NA	4	PRE	[shaded]																													
8	install	site dim & layout	NA	2	ART	[shaded]																													
9	install	install	NA	4	MAS	[shaded]																													
10	install	grout & cleanup	NA	2	MAS	[shaded]																													

TILE PATTERN



ABBREVIATIONS

- ART STORRS AND BALES
- ENG NICOLE P. ENGINEERING
- HOF HOFFMAN
- PRE RJ MICHAELS PRECAST
- MAS SPECIALTY MASONRY INC
- MET METRO
- NWT NW THOMPSON
- TVC THOMPSON VAIVODA & COLE

GENERAL NOTES

The Artists will provide shop or engineering drawings showing block dimensions, layout, grade elevations, and details showing methods of fabrication and installation of the Artwork.

The Artists will provide samples of material materials and will have experimental materials tested for acceptable weathering characteristics.

All construction methods and material colors to be reviewed by Metro and Thompson, Vaivoda, Cole Associates for approval. Embedded or recycled materials, colors used at the discretion of the Artists.

Site demolition, membrane waterproofing, steel mesh reinforcing, surveying, plaza grid layout and provision of a clean and level concrete slab in preparation for the installation of the Artwork is to be provided by others.

The Artists will provide all precast concrete art paver units, as well as sealing, shipping, installation, grouting, caulking, and cleanup of same.

Because art installation will take place within the overall project schedule, it is assumed that existing building permits will cover this phase of the project.

The Artists will provide fencing or other protection of the worksite and material until installation is complete. Damage to the work by other contractors is not the responsibility of the Artists.

## MEMORANDUM

Date: 10/27/92

Project: Metro Headquarters, Portland

Topic: Art Paver Installation Schedule

OCT 30 Rec'd

Dear Berit,

Here is the information we discussed briefly at the site meeting of Oct. 27. The attached shows our original assumptions for schedule and billing, the impact to the paver schedule by current site conditions, and our proposed revised billing schedule.

It is our desire to proceed with Phase 3 as we agreed upon in the meeting, but there is a difficulty in proceeding with the project out of sequence. Our original contract billing schedule was established to allow for payments at fairly regular intervals based upon completion of milestones. These payments not only covered work performed, but also anticipated the upcoming costs of the next phase. As the modeling and tooling phase is personally the most time and capitally intensive phase of the project, we will require an advance or partial payment to allow us to proceed in this manner.

We are currently working under the assumption that the proposed payment schedule will be acceptable, and thus are continuing with model and mold development. If this assumption is incorrect, we will follow the Current Schedule, putting Phase 3 on hold until Phase 2 is complete. The elapsed time between phases would be maintained, but the project completion date would be delayed by six to eight weeks (current estimate per Hoffman).

If you have questions, or information to develop a payment schedule more preferable to Metro, please call.

Sincerely,



David Bales & Anne Storrs

## MEMORANDUM

Date: 10/27/92

Project: Metro Headquarters, Portland

Topic: Art Paver Installation Schedule

Original Schedule			Proposed Payment Schedule		
Billing Period	Phase Complete	Payment Amount	Billing Period	Phase Complete	Payment Amount
8/20/92	Phase 1	\$5000.00	8/20/92	Phase 1	\$5000.00
9/20/92			9/20/92		
10/20/92	Phase 2	\$15000.00	10/20/92		
11/20/92			11/20/92	Phase 2A	\$5000.00
12/20/92			12/20/92	Phase 2B	\$5000.00
1/20/93			1/20/93	Phase 2C	\$5000.00
2/20/93	Phase 3	\$15000.00	2/20/93		
3/20/92			3/20/92	Phase 3	\$15000.00
4/20/92	Phase 4	\$15000.00	4/20/92	Phase 4	\$15000.00

Current Schedule		
Billing Period	Phase Complete	Payment Amount
8/20/92	Phase 1	\$5000.00
9/20/92	delay	
10/20/92	delay	
11/20/92	delay	
12/20/92		
1/20/93	Phase 2	\$15000.00
2/20/93		
3/20/92		
4/20/92		
5/20/92	Phase 3	\$15000.00
6/20/92		
7/20/92	Phase 4	\$15000.00

## MEMORANDUM

Date: 11/4/92

Project: Metro Headquarters, Portland

Topic: Art Paver Installation Budget & Schedule

Progress Payment Breakdown

NOV 09 RECD

Dear Berit,

As per your request to Anne on 11/3/92, enclosed please find a schedule of values for the art paver installation project. As discussed previously, there should be no problem completing our work on schedule even if there are significant delays in the overall project construction schedule. However, to accomplish this, it will be necessary to alter the installation sequence from that originally outlined in our contract. This does not pose a problem from a construction standpoint, but it does affect the payment milestones.

Our previous set of milestones allowed for compensation for work and materials provided during each phase, and also included some of the anticipated set-up costs for the work to follow. Because we cannot control the construction schedule, it does not appear to be possible to conform to the milestones as originally defined. As the modeling and tooling phase is personally the most time and capittally intensive phase of the project, we will require progress payments to allow us to proceed with the project out-of-sequence.

To this end we propose to bill monthly based upon percentile completion of specific tasks. The enclosed Estimated Progress Payment Schedule shows an estimate of the work to be done each month, with the value of the work based upon a percentage of the task completed in relation to the overall contract amount. The actual invoice amount for each billing period may vary slightly from this estimated schedule.

As per our previous memo, we are currently working under the assumption that a revised payment schedule will be acceptable, and are thus continuing with model and mold development in lieu of the foam blocking of Phase 2. If this is not correct, we need to know as soon as possible to avoid any potential scheduling difficulties.

I have attached explanatory notes to the schedule of values to help clarify. If you have questions or information regarding a payment schedule more preferable to Metro, please call me @232-4083 or 233-9533.

Sincerely,

David Bales & Anne Storrs

cc: Kristin Law Calhoun

## MEMORANDUM

Date: 11/4/92

Project: Metro Headquarters, Portland

Topic: Art Paver Installation Budget & Schedule  
Explanatory Notes for Progress Billing

We will not bill for advance payments as discussed in the site meeting of 10/27/92. We will bill only for services or materials expended on the execution of this project. Billings will be submitted by the 20th of each month as in our prior billings unless requested otherwise.

The monthly billing schedules attached are estimated only. The actual billing amount may vary dependent upon actual work completed.

The "Phase" milestones as previously defined by our contract have been broken down under the "phase" heading into subgroups to allow more control and itemization for invoicing (1, 2a, 2b, 2c, etc.).

The "description" heading gives a brief description of the task performed. The "material" and "labor" columns list approximate dollar values for each task.

The "% of task" gives an estimate to the amount of the task completed at the time of invoicing. The heading "% tot project" calculates the percentage of the value of the task completed to the total contract amount. The total at the bottom of this column calculates the approximate percentage of completion of the art project.

The "billable" heading calculates the value of the work performed for each phase based upon percentage of work completed, "paid" shows payments received, and "payable" shows current amount due.

Please call David Bales at 232-4083, or 233-9533 if you have any questions or comments on this schedule.

ESTIMATED PROGRESS PAYMENT SCHEDULE

BILLING DATE: 11/20/92

phase	descrip	matl	labor	total	% of task	% tot project	billable	paid	payable
1	concept	450.00	4,550.00	5,000.00	100.0	10.0	5,000.00	5000.00	0.00
2a	details	150.00	450.00	600.00	100.0	1.2	600.00	0.00	600.00
2b	pattern	200.00	2,300.00	2,500.00	100.0	5.0	2,500.00	0.00	2500.00
2c	shop drwgs	375.00	1,350.00	1,725.00	100.0	3.5	1,725.00	0.00	1725.00
2d	foam order	1,700.00	450.00	2,250.00	100.0	4.5	2,250.00	0.00	2250.00
2e	foam layout	100.00	750.00	850.00	15.0	0.3	127.50	0.00	127.50
2f	assembly	200.00	975.00	1,175.00	10.0	0.2	117.50	0.00	117.50
2g	foam install	250.00	1,200.00	1,450.00	0.0	0.0	0.00	0.00	0.00
3a	clay plaster	475.00	1,200.00	1,675.00	25.0	0.8	418.75	0.00	418.75
3b	plywood	400.00	950.00	1,350.00	20.0	0.5	270.00	0.00	270.00
3c	rubber	975.00	1,800.00	2,775.00	0.0	0.0	0.00	0.00	0.00
3d	matl tests	0.00	2,000.00	2,000.00	0.0	0.0	0.00	0.00	0.00
3e	part casting	3,500.00	10,050.00	13,550.00	0.0	0.0	0.00	0.00	0.00
4a	delivery	0.00	465.00	465.00	0.0	0.0	0.00	0.00	0.00
4b	crating	100.00	285.00	385.00	0.0	0.0	0.00	0.00	0.00
4c	paver layout	250.00	1,800.00	2,050.00	0.0	0.0	0.00	0.00	0.00
4d	preparation	350.00	1400	1,750.00	0.0	0.0	0.00	0.00	0.00
4e	installation	500.00	4,050.00	4,200.00	0.0	0.0	0.00	0.00	0.00
4f	grouting	375.00	2,400.00	2,775.00	0.0	0.0	0.00	0.00	0.00
4g	finish	100.00	1,000.00	1,100.00	0.0	0.0	0.00	0.00	0.00
4h	sealing	225.00	150.00	375.00	0.0	0.0	0.00	0.00	0.00
<b>TOTALS:</b>		<b>10,675.00</b>	<b>39,575.00</b>	<b>50,000.00</b>		<b>26.0</b>	<b>13,008.75</b>	<b>5,000.00</b>	<b>8,008.75</b>

% of total project completed: 26.0  
 billable amount to date: 13,008.75  
 paid amount to date: 5,000.00  
 payable due: 8,008.75

ESTIMATED PROGRESS PAYMENT SCHEDULE

BILLING DATE: 12/20/92

phase	descrip	matl	labor	total	% of task	% tot project	billable	paid	payable
1	concept	450.00	4,550.00	5,000.00	100.0	10.0	5,000.00	5000.00	0.00
2a	details	150.00	450.00	600.00	100.0	1.2	600.00	600.00	0.00
2b	pattern	200.00	2,300.00	2,500.00	100.0	5.0	2,500.00	2500.00	0.00
2c	shop drwgs	375.00	1,350.00	1,725.00	100.0	3.5	1,725.00	1725.00	0.00
2d	foam order	1,700.00	450.00	2,250.00	100.0	4.5	2,250.00	2250.00	0.00
2e	foam layout	100.00	750.00	850.00	100.0	1.7	850.00	127.50	722.50
2f	assembly	200.00	975.00	1,175.00	100.0	2.4	1,175.00	117.50	1057.50
2g	foam install	250.00	1,200.00	1,450.00	100.0	2.9	1,450.00	0.00	1450.00
3a	clay plaster	475.00	1,200.00	1,675.00	50.0	1.7	837.50	418.75	418.75
3b	plywood	400.00	950.00	1,350.00	20.0	0.5	270.00	270.00	0.00
3c	rubber	975.00	1,800.00	2,775.00	0.0	0.0	0.00	0.00	0.00
3d	matl tests	0.00	2,000.00	2,000.00	0.0	0.0	0.00	0.00	0.00
3e	part casting	3,500.00	10,050.00	13,550.00	0.0	0.0	0.00	0.00	0.00
4a	delivery	0.00	465.00	465.00	0.0	0.0	0.00	0.00	0.00
4b	crating	100.00	285.00	385.00	0.0	0.0	0.00	0.00	0.00
4c	paver layout	250.00	1,800.00	2,050.00	0.0	0.0	0.00	0.00	0.00
4d	preparation	350.00	1400	1,750.00	35.0	1.2	612.50	0.00	612.50
4e	installation	500.00	4,050.00	4,200.00	0.0	0.0	0.00	0.00	0.00
4f	grouting	375.00	2,400.00	2,775.00	0.0	0.0	0.00	0.00	0.00
4g	finish	100.00	1,000.00	1,100.00	0.0	0.0	0.00	0.00	0.00
4h	sealing	225.00	150.00	375.00	0.0	0.0	0.00	0.00	0.00
<b>TOTALS:</b>				<b>50,000.00</b>		<b>34.5</b>	<b>17,270.00</b>	<b>13,008.75</b>	<b>4,261.25</b>

% of total project completed: 34.5  
 billable amount to date: 17,270.00  
 paid amount to date: 13,008.75  
 payable due: 4,261.25

ESTIMATED PROGRESS PAYMENT SCHEDULE

BILLING DATE: 1/20/93

phase	descrip	matl	labor	total	% of task	% tot project	billable	paid	payable
1	concept	450.00	4,550.00	5,000.00	100.0	10.0	5,000.00	5000.00	0.00
2a	details	150.00	450.00	600.00	100.0	1.2	600.00	600.00	0.00
2b	pattern	200.00	2,300.00	2,500.00	100.0	5.0	2,500.00	2500.00	0.00
2c	shop drwgs	375.00	1,350.00	1,725.00	100.0	3.5	1,725.00	1725.00	0.00
2d	foam order	1,700.00	450.00	2,250.00	100.0	4.5	2,250.00	2250.00	0.00
2e	foam layout	100.00	750.00	850.00	100.0	1.7	850.00	850.00	0.00
2f	assembly	200.00	975.00	1,175.00	100.0	2.4	1,175.00	1175.00	0.00
2g	foam install	250.00	1,200.00	1,450.00	100.0	2.9	1,450.00	1450.00	0.00
3a	clay plaster	475.00	1,200.00	1,675.00	100.0	3.4	1,675.00	837.50	837.50
3b	plywood	400.00	950.00	1,350.00	100.0	2.7	1,350.00	270.00	1080.00
3c	rubber	975.00	1,800.00	2,775.00	100.0	5.6	2,775.00	0.00	2775.00
3d	matl tests	0.00	2,000.00	2,000.00	100.0	4.0	2,000.00	0.00	2000.00
3e	part casting	3,500.00	10,050.00	13,550.00	0.0	0.0	0.00	0.00	0.00
4a	delivery	0.00	465.00	465.00	0.0	0.0	0.00	0.00	0.00
4b	crating	100.00	285.00	385.00	0.0	0.0	0.00	0.00	0.00
4c	paver layout	250.00	1,800.00	2,050.00	0.0	0.0	0.00	0.00	0.00
4d	preparation	350.00	1400	1,750.00	0.0	0.0	0.00	0.00	0.00
4e	installation	500.00	4,050.00	4,200.00	0.0	0.0	0.00	0.00	0.00
4f	grouting	375.00	2,400.00	2,775.00	0.0	0.0	0.00	0.00	0.00
4g	finish	100.00	1,000.00	1,100.00	0.0	0.0	0.00	0.00	0.00
4h	sealing	225.00	150.00	375.00	0.0	0.0	0.00	0.00	0.00
<b>TOTALS:</b>				<b>50,000.00</b>		<b>46.7</b>	<b>23,350.00</b>	<b>16,657.50</b>	<b>6,692.50</b>

% of total project completed: 46.7  
billable amount to date: 23,350.00  
paid amount to date: 16,657.50  
payable due: 6,692.50

ESTIMATED PROGRESS PAYMENT SCHEDULE

BILLING DATE: 2/20/93

phase	descrip	matl	labor	total	% of task	% tot project	billable	paid	payable
1	concept	450.00	4,550.00	5,000.00	100.0	10.0	5,000.00	5000.00	0.00
2a	details	150.00	450.00	600.00	100.0	1.2	600.00	600.00	0.00
2b	pattern	200.00	2,300.00	2,500.00	100.0	5.0	2,500.00	2500.00	0.00
2c	shop drwgs	375.00	1,350.00	1,725.00	100.0	3.5	1,725.00	1725.00	0.00
2d	foam order	1,700.00	450.00	2,250.00	100.0	4.5	2,250.00	2250.00	0.00
2e	foam layout	100.00	750.00	850.00	100.0	1.7	850.00	850.00	0.00
2f	assembly	200.00	975.00	1,175.00	100.0	2.4	1,175.00	1175.00	0.00
2g	foam install	250.00	1,200.00	1,450.00	100.0	2.9	1,450.00	1450.00	0.00
3a	clay plaster	475.00	1,200.00	1,675.00	100.0	3.4	1,675.00	1675.00	0.00
3b	plywood	400.00	950.00	1,350.00	100.0	2.7	1,350.00	1350.00	0.00
3c	rubber	975.00	1,800.00	2,775.00	100.0	5.6	2,775.00	2775.00	0.00
3d	matl tests	0.00	2,000.00	2,000.00	100.0	4.0	2,000.00	2000.00	0.00
3e	part casting	3,500.00	10,050.00	13,550.00	50.0	13.6	6,775.00	0.00	6775.00
4a	delivery	0.00	465.00	465.00	0.0	0.0	0.00	0.00	0.00
4b	crating	100.00	285.00	385.00	0.0	0.0	0.00	0.00	0.00
4c	paver layout	250.00	1,800.00	2,050.00	0.0	0.0	0.00	0.00	0.00
4d	preparation	350.00	1400	1,750.00	0.0	0.0	0.00	0.00	0.00
4e	installation	500.00	4,050.00	4,200.00	0.0	0.0	0.00	0.00	0.00
4f	grouting	375.00	2,400.00	2,775.00	0.0	0.0	0.00	0.00	0.00
4g	finish	100.00	1,000.00	1,100.00	0.0	0.0	0.00	0.00	0.00
4h	sealing	225.00	150.00	375.00	0.0	0.0	0.00	0.00	0.00
<b>TOTALS:</b>				<b>50,000.00</b>		<b>60.3</b>	<b>30,125.00</b>	<b>23,350.00</b>	<b>6,775.00</b>

% of total project completed: 60.3  
billable amount to date: 30,125.00  
paid amount to date: 23,350.00  
payable due: 6,775.00

ESTIMATED PROGRESS PAYMENT SCHEDULE

BILLING DATE: 3/20/93

phase	descrip	matl	labor	total	% of task	% tot project	billable	paid	payable
1	concept	450.00	4,550.00	5,000.00	100.0	10.0	5,000.00	5000.00	0.00
2a	details	150.00	450.00	600.00	100.0	1.2	600.00	600.00	0.00
2b	pattern	200.00	2,300.00	2,500.00	100.0	5.0	2,500.00	2500.00	0.00
2c	shop drwgs	375.00	1,350.00	1,725.00	100.0	3.5	1,725.00	1725.00	0.00
2d	foam order	1,700.00	450.00	2,250.00	100.0	4.5	2,250.00	2250.00	0.00
2e	foam layout	100.00	750.00	850.00	100.0	1.7	850.00	850.00	0.00
2f	assembly	200.00	975.00	1,175.00	100.0	2.4	1,175.00	1175.00	0.00
2g	foam install	250.00	1,200.00	1,450.00	100.0	2.9	1,450.00	1450.00	0.00
3a	clay plaster	475.00	1,200.00	1,675.00	100.0	3.4	1,675.00	1675.00	0.00
3b	plywood	400.00	950.00	1,350.00	100.0	2.7	1,350.00	1350.00	0.00
3c	rubber	975.00	1,800.00	2,775.00	100.0	5.6	2,775.00	2775.00	0.00
3d	matl tests	0.00	2,000.00	2,000.00	100.0	4.0	2,000.00	2000.00	0.00
3e	part casting	3,500.00	10,050.00	13,550.00	100.0	27.1	13,550.00	6775.00	6775.00
4a	delivery	0.00	465.00	465.00	100.0	0.9	465.00	0.00	465.00
4b	crating	100.00	285.00	385.00	100.0	0.8	385.00	0.00	385.00
4c	paver layout	250.00	1,800.00	2,050.00	75.0	3.1	1,537.50	0.00	1537.50
4d	preparation	350.00	1400	1,750.00	50.0	1.8	875.00	0.00	875.00
4e	installation	500.00	4,050.00	4,200.00	20.0	1.7	840.00	0.00	840.00
4f	grouting	375.00	2,400.00	2,775.00	0.0	0.0	0.00	0.00	0.00
4g	finish	100.00	1,000.00	1,100.00	0.0	0.0	0.00	0.00	0.00
4h	sealing	225.00	150.00	375.00	0.0	0.0	0.00	0.00	0.00
<b>TOTALS:</b>				<b>50,000.00</b>		<b>82.0</b>	<b>41,002.50</b>	<b>30,125.00</b>	<b>10,877.50</b>

% of total project completed: 82.0  
billable amount to date: 41,002.50  
paid amount to date: 30,125.00  
payable due: 10,877.50

ESTIMATED PROGRESS PAYMENT SCHEDULE

BILLING DATE: 4/20/93

phase	descrip	matl	labor	total	% of task	% tot project	billable	paid	payable
1	concept	450.00	4,550.00	5,000.00	100.0	10.0	5,000.00	5000.00	0.00
2a	details	150.00	450.00	600.00	100.0	1.2	600.00	600.00	0.00
2b	pattern	200.00	2,300.00	2,500.00	100.0	5.0	2,500.00	2500.00	0.00
2c	shop drwgs	375.00	1,350.00	1,725.00	100.0	3.5	1,725.00	1725.00	0.00
2d	foam order	1,700.00	450.00	2,250.00	100.0	4.5	2,250.00	2250.00	0.00
2e	foam layout	100.00	750.00	850.00	100.0	1.7	850.00	850.00	0.00
2f	assembly	200.00	975.00	1,175.00	100.0	2.4	1,175.00	1175.00	0.00
2g	foam install	250.00	1,200.00	1,450.00	100.0	2.9	1,450.00	1450.00	0.00
3a	clay plaster	475.00	1,200.00	1,675.00	100.0	3.4	1,675.00	1675.00	0.00
3b	plywood	400.00	950.00	1,350.00	100.0	2.7	1,350.00	1350.00	0.00
3c	rubber	975.00	1,800.00	2,775.00	100.0	5.6	2,775.00	2775.00	0.00
3d	matl tests	0.00	2,000.00	2,000.00	100.0	4.0	2,000.00	2000.00	0.00
3e	part casting	3,500.00	10,050.00	13,550.00	100.0	27.1	13,550.00	13550.00	0.00
4a	delivery	0.00	465.00	465.00	100.0	0.9	465.00	465.00	0.00
4b	crating	100.00	285.00	385.00	100.0	0.8	385.00	385.00	0.00
4c	paver layout	250.00	1,800.00	2,050.00	100.0	4.1	2,050.00	2050.00	0.00
4d	preparation	350.00	1400	1,750.00	100.0	3.5	1,750.00	1750.00	0.00
4e	installation	500.00	4,050.00	4,200.00	100.0	8.4	4,200.00	4200.00	0.00
4f	grouting	375.00	2,400.00	2,775.00	100.0	5.6	2,775.00	2775.00	0.00
4g	finish	100.00	1,000.00	1,100.00	100.0	2.2	1,100.00	1100.00	0.00
4h	sealing	225.00	150.00	375.00	100.0	0.8	375.00	375.00	0.00
<b>TOTALS:</b>				<b>50,000.00</b>		<b>100.0</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>

% of total project completed: 100.0  
billable amount to date: 50,000.00  
paid amount to date: 50,000.00  
payable due: 0.00





# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

November 16, 1992

Mr. David Bales and  
Ms. Anne Storrs  
3804 N. E. Senate  
Portland, Oregon 97232

Dear David and Anne:

Our existing contract provided for four payments based on identified mile stones. The first payment has been made in accordance with the contract. Payments No. 2 - 4 are equal payments of \$15,000 to be paid at 1) completion of paver forms, 2) completion of fabrication of pavers, and 3) completion of the project.

You have asked for advances of Payment No. 2. Metro is willing to make such advance payments of Payment No. 2 if you can submit sufficient documentation to support such advance payments. Appropriate documentation would be itemized accounting of your out-of-pocket expenses, copies of material quotes and/or verification of hours spent to perform project tasks. Your request for an advance should indicate your commitment and ability to complete the project no later than 14 calendar days after substantial completion of the building per the original contract. Assuming this documentation can be provided, Metro is willing to make two advance payment of \$5,000 each: one payable in November and the second payable in December.

Should you have any questions, please call me.

Sincerely,

Berit Stevenson  
Project Manager

Enclosures  
cc: Kristin Calhoun

Executive Officer  
Rena Cusma

Metro Council

Jim Gardner  
Presiding Officer  
District 3

Judy Wyers  
Deputy Presiding  
Officer  
District 8

Susan McLain  
District 1

Lawrence Bauer  
District 2

Richard Devlin  
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Edward P. Gronke  
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George Van Bergen  
District 6

Ruth McFarland  
District 7

Tanya Collier  
District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12



# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

*vod*

November 24, 1992

Executive Officer  
Rena Cusma

**Metro Council**

Jim Gardner  
Presiding Officer  
District 3

Judy Wyers  
Deputy Presiding  
Officer  
District 8

Susan McLain  
District 1

Lawrence Bauer  
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Richard Devlin  
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George Van Bergen  
District 6

Ruth McFarland  
District 7

Tanya Collier  
District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12

Mr. David Bales and  
Ms. Anne Storrs  
3804 N. E. Senate  
Portland, Oregon 97232

Dear David and Anne:

We are very concerned about your project and your ability to complete the project on a timely basis. Please submit a current schedule of your project, showing us the critical path. This schedule should assume Hoffman Construction Company completion of the grid layout of the plaza by December 8, 1992. We also have scheduled a meeting on site, 10:30 a.m. Tuesday, December 1st, to discuss the coordination of the plaza art project with the construction activity of the plaza.

Sincerely,

Berit Stevenson  
Project Manager

Enclosures

cc: Kristin Calhoun

*bc: Cade*

LAW OFFICES OF  
COONEY & CREW, P.C.

A PROFESSIONAL CORPORATION  
1515 SW Fifth Avenue, Suite 920  
Portland, Oregon 97201  
FAX (503) 224-6740  
TELEPHONE (503) 224-7600

PAUL A. COONEY  
THOMAS E. COONEY  
THOMAS M. COONEY  
MICHAEL D. CREW  
CONNIE ELKINS McKELVEY  
RAYMOND F. MENSING, JR  
ROBERT S. PERKINS \*

OF COUNSEL  
LEONARD D. DuBOFF\*\*

NOV 27 1992

\*Also Member of Washington Bar  
\*\*Also Member of New York Bar

November 25, 1992

VIA FACSIMILE TRANSMISSION  
NO. 241-7417

Berit Stevenson  
Project Manager  
Metro  
2000 SW First Avenue  
Portland, OR 97201-5398

RE: David Bales and Anne Storrs/Metro

Dear Ms. Stevenson:

This office represents David Bales and Anne Storrs, of Portland, Oregon. We have been advised that on or about August 19, 1992, our clients entered into a contract with Metro for the design, fabrication and installation of a sculpture as part of the renovation of the north plaza of the Metro Headquarters building. According to our client the renovation work has been delayed as a result of controversies between Metro and the general contractor, Hoffman Construction. Because of these delays, our clients' work schedule has been set back an equal amount of time and our clients are very concerned about their ability to proceed in accordance with their contract. In light of this situation, it is essential for us to discuss a modification of our client's agreement. It would probably be best for all relevant parties to meet and work out the most efficient method of resolving this difficulty. Please let me know when you and any other relevant party will be available to discuss this with me and my clients.

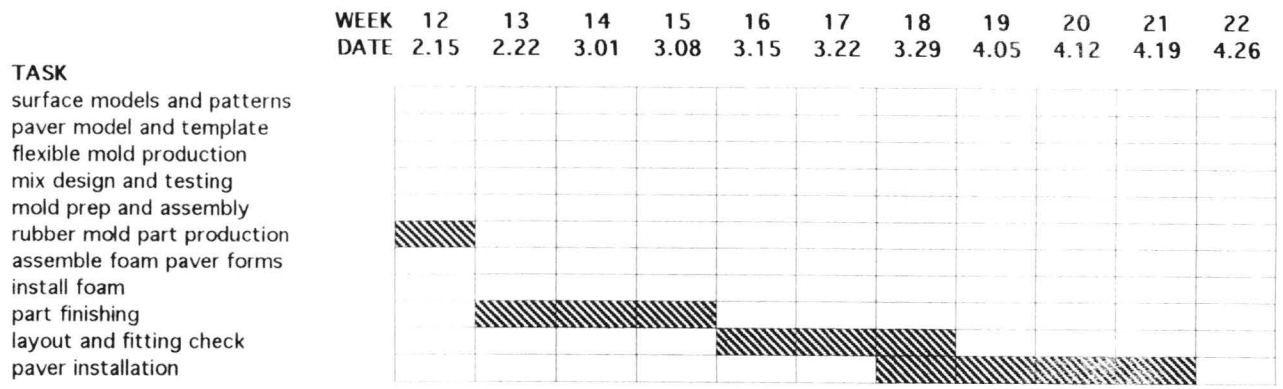
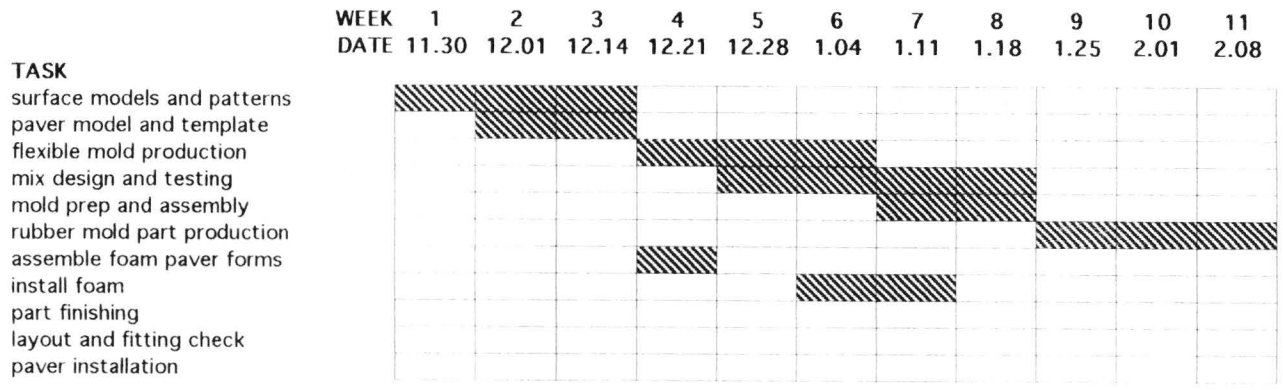
Sincerely,

COONEY & CREW, P.C.

  
Leonard D. DuBoff

LDD:sll  
cc: David Bales  
Anne Storrs

**METRO HEADQUARTERS  
ART PAVER INSTALLATION  
ACCELERATED SCHEDULE  
12/1/92**



**NOTES**

all dates given are for informational use only

dates denote first day of work week

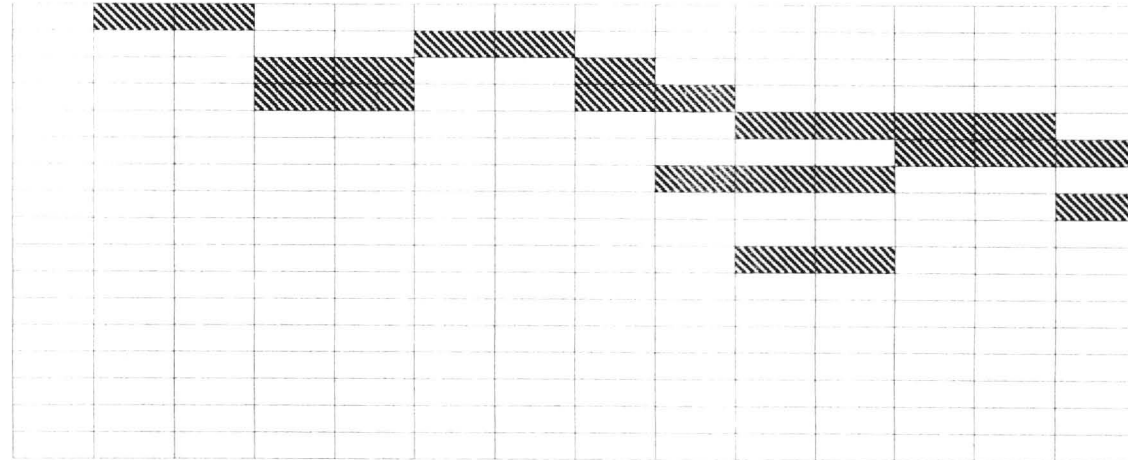
schedule information dependent upon progress payment approvals (to defined by Metro and the Artists)

**METRO HEADQUARTERS  
ART PAVER INSTALLATION  
12/1/92**

WEEK	1	2	3	4	5	6	7	8	9	10	11	12	13	14
DATE	11.30	12.01	12.14	12.21	12.28	1.04	1.11	1.18	1.25	2.01	2.08	2.15	2.22	3.01

**TASK**

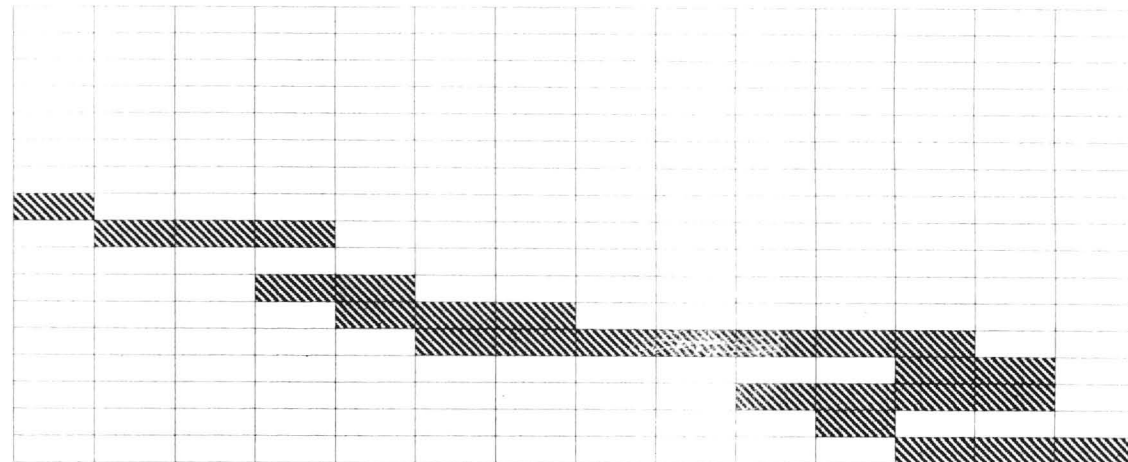
- assemble foam paver forms
- install foam
- surface models and patterns
- paver model and template
- fiberglass mold production
- flexwax mold forms
- mix design and testing
- mold prep and assembly
- large mold rubber casting
- small paver models
- small mold rubber casting
- final mold prep
- rubber mold part production
- flexwax mold part production
- part finishing
- layout and fitting check
- paver installation



WEEK	15	16	17	18	19	20	21	22	23	24	25	26	27	28
DATE	3.08	3.15	3.22	3.29	4.05	4.12	4.19	4.26	5.03	5.10	5.17	5.24	5.31	6.07

**TASK**

- assemble foam paver forms
- install foam
- surface models and patterns
- paver model and template
- fiberglass mold production
- flexwax mold forms
- mix design and testing
- mold prep and assembly
- large mold rubber casting
- small paver models
- small mold rubber casting
- final mold prep
- rubber mold part production
- flexwax mold part production
- part finishing
- layout and fitting check
- paver installation



**NOTES**

all dates given are for informational use only

dates denote first day of work week

schedule information dependent upon progress payment approvals (to defined by Metro and the Artists)



2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

December 2, 1992

Leonard DuBoff  
Cooney & Crew, P.C.  
1515 SW Fifth Avenue  
Suite 920  
Portland, Oregon 97201

Re: Metro Headquarters Project

Dear Mr. DuBoff:

Based on the discussions which occurred yesterday with David Bales and Anne Storrs, it appears that the problems the artists are experiencing result from the Phase Three activity of casting the pavers. Metro would like the artists to respond to the following question:

1. Why did the artists not initiate and proceed with the Phase Three activity in a timely manner?

Approved shop drawings dated September 30, 1992 were immediately returned to the artists for their action. The artist's initial schedule has the scheduling of Phase Three prior to Phase Two, indicating that these two activities are independent of each other. That schedule also indicates that a 3 month period is necessary to complete the casting of the pavers from the time shop drawing review is complete. If the artists had proceeded in a timely fashion, the casting of the pavers would be complete by December 31, 1992.

We would like to receive a written response as soon as possible, so that Metro can formulate a position to the artist's proposal of either an accelerated schedule at Metro's expense or delayed project completion. At this point, Metro does not believe that the current pour schedule for the plaza has caused delay to the artists, and therefore is considering a third option of contract termination.

Sincerely,

Berit Stevenson  
Project Manager  
Metro Headquarters Project

c: Kristin Calhoun, MAC

Executive Officer  
Rena Cusma

Metro Council

Jim Gardner  
Presiding Officer  
District 3

Judy Wyers  
Deputy Presiding  
District 8

District 8

Susan McLain  
District 1

Lawrence Bauer  
District 2

Richard Devlin  
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Edward P. Gronke  
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George Van Bergen  
District 6

Paul M. Foy  
District 7

Tanya Collier  
District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12



# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

December 4, 1992

Leonard D. DuBoff  
Cooney & Crew, PC  
1515 SW Fifth Avenue, Suite 930  
Portland, OR 97201

Re: Metro Contract No. 902-616 (Bales & Storrs)

Dear Mr. DuBoff:

Executive Officer  
Rena Cusma

Metro Council

Jim Gardner  
Presiding Officer  
District 3

Judy Wyers  
Deputy Presiding  
Officer  
District 8

Susan McLain  
District 1

Lawrence Bauer  
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Richard Devlin  
District 4

Edward P. Gronke  
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George Van Bergen  
District 6

Ruth McFarland  
District 7

Tanya Collier  
District 9

Roger Buchanan  
District 10

Ed Washington  
District 11

Sandi Hansen  
District 12

It has been recommended to me that the above contract with your clients, David Bales and Anne Storrs, be terminated for default. Specifically, the artists allege that they will be unable to complete the plaza paver project for the new Metro Regional Center by the March 25, 1993 date specified in their contract.

It is my understanding from your letter of December 2, 1992 to Ms. Berit Stevenson that no further work by your clients is proceeding. It is imperative that Metro have free and unobstructed access to the building by mid-March 1993 as a prerequisite to a Certificate of Occupancy and its physical move of personnel and equipment into the building. If the paver project cannot be completed in a timely manner, the plaza must be paved and an alternate art project selected.

I have scheduled Room 240 at the Metro Center for our use at 1:00 p.m. on December 8, 1992. Please bring with you those records required by paragraph 6 of the contract for review as well as the original and presently forecasted schedules.

Contact me at 220-1167 should the above time represent a conflict with other engagements. It is essential that a decision on this project be made within the next ten (10) days.

Sincerely,



Neil Saling, Director  
Regional Facilities

cc: Jim Gardner  
Berit Stevenson  
Dan Cooper  
Anne Storrs  
David Bales



# METRO

2000 SW First Avenue  
Portland, OR 97201-5398  
(503) 221-1646  
Fax 241-7417

January 15, 1993

Kristin Calhoun  
Metropolitan Arts Commission  
1120 SW Fifth Avenue, Room 1023  
Portland, Oregon 97204-1983

Re: Metro Headquarters Plaza Art Project

Dear Kristin:

Per your recent phone conversation with Neil Saling, Metro and Hoffman need an updated project schedule from Anne Storrs and David Bales as soon as possible. Hopefully, this schedule can evolve from your meeting with Neil on January 19, 1993. The schedule should assume the most recent understanding that the artists need to place their form work by January 30, 1993 at all locations except in the agreed upon "second phase" area which is depicted on the attached drawing. I understand that Hoffman expects to pour this second phase at the end of February.

Also, Metro needs to have required Certificates of Insurance covering all parties, including subcontractors, who will be working on site. Since these must be approved prior to any on-site work, please have them submitted as soon as possible.

Lastly, Bill Stotts of Hoffman will coordinate on site storage with the artists if such space is desired. I am not sure that any lockable storage is available; however a separate storage room will be made available.

Thanks for your help and please do not hesitate to call me with questions or concerns.

Sincerely,

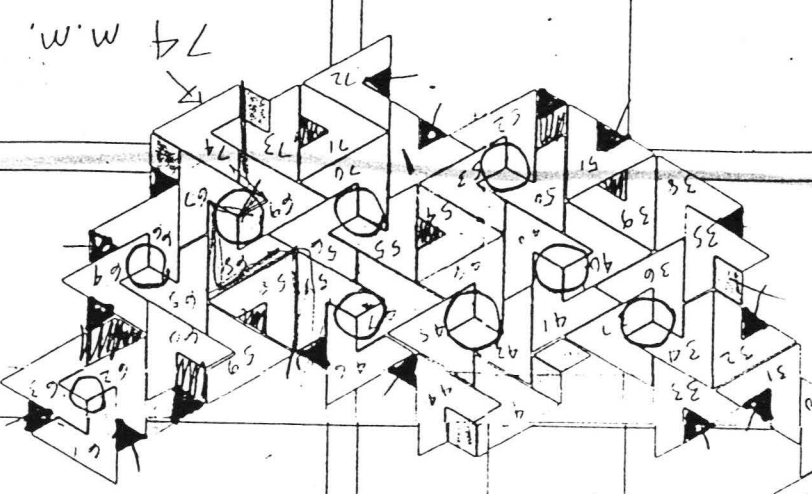
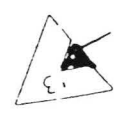
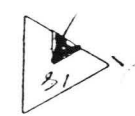
Berit Stevenson  
Project Manager  
Metro Headquarters Project

c: Neil Saling  
Sandy Stallcup

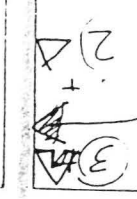
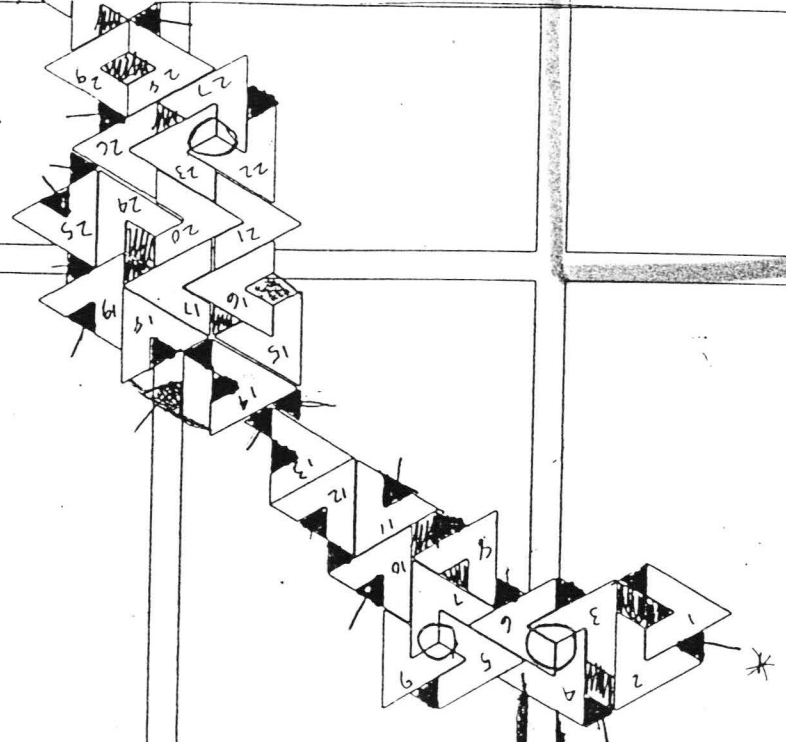
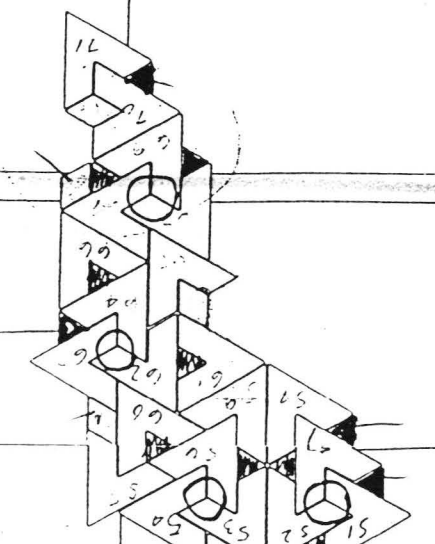
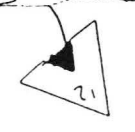
Enclosure



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- 8 - ◇
- 8 - ▲
- 40 - ▽



M.W.



91 - ▽

9 - ◇

72 N.

12

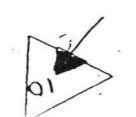
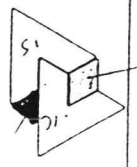
19 - ▽

Nat



Phase II

Phase I





**METRO**

2000 S.W. First Avenue  
Portland, OR 97201-5398  
503/221-1646

# Memorandum

**Date:** March 9, 1993

**To:** Metro Headquarters Public Art Committee

**From:** Kristin Law Calhoun

**Subject:** Project Updates

MAR 10 1993

Last week, several of the committee members were able to meet for an update on the plaza project. The project is moving ahead nicely. I apologize for the spur of the minute calling of that meeting but the casting of the pavers was going so well and moving so fast that Anne and David wanted to give you all a chance to see the process if you wanted to.

We met at Metro and the artists presented slides that documented the stages that this project has gone through thus far. As they gathered materials and began to run tests on what made good impressions and relief, they decided to organize the two main islands into the general themes of human and nature. They discussed the studies that they did in developing the final images, assessing the individual pavers design and how the nesting of the pavers created new patterns at their intersections. I have the slides that they showed so if you would like to see them please give me a call and we can set up a time.

Anne and David will begin their installation today and expect that it will last for about 2 weeks. It may be possible for you visit the site during installation but please call me ahead of time so I can set it up.

Also, enclosed is a memo from Lonnie Feathers outlining a few minor changes that she has had to make relative to the placement of some of the panels. Because her resolutions did not represent substantive changes, I have given her the go ahead. Lonnie will have her fabrication complete by next week. I will go review them so that she can be paid on Friday, March 19 at 10:00 and you are welcome to join me. She is hoping to have them installed by April 12, pending schedule verification from Berit.

I don't yet know when the art or building will be dedicated but I will certainly let you know when I do.

Please call me if you have any questions or wish to make an appointment to see the slides or the installation, 823-5401.

**MEMORANDUM**

MAR 12 1993



Date: 3/9/93

Project: Metro Headquarters, Portland

Topic: Art Paver Installation Meeting

Present: Berit Younie Stevenson, Sandy Stallcup, Don Nail, Cade Lawrance, Bob Thompson, Glenn Taylor

Installation sequence: As discussed with Don last week, we will concentrate on installation of blocks along the plaza perimeter to eliminate conflicts with the landscaping of the planters. The landscaper is expected to be on site at any time.

Storage: Use of the area between and inside the pavilions at the north end of the plaza is acceptable. Painters working on the structural steel framing will protect our work from paint if it is stored in the area. The parking structure and the area behind the east planters are to be kept clear. Additional storage is allowed throughout the plaza, behind fence is preferred.

Water access and disposal: Hose bibbs are available around the plaza for our use. Waste water from the installation process is not to be disposed of in the planter or courtyard drains, and should be transported off site. Hoffman suggested waste management company.

Electricity access: We will have access to circuits which will allow us to recharge the electric palette jack in the evenings. (Used to off-load the paver units).

Site cleanup and water removal: The debris remaining from brick paver installation is to be removed from our work area as soon as possible. We anticipate installing in those areas on 3/11/93. As Hoffman no longer has a pump on site to evacuate the accumulated runoff, we need to remove standing water in our work areas as required.

Acid etching of slab: In a discussion with Bill Gentle last week, he mentioned that the plaza will receive a final acid etch to remove grout stains. It is very important that if etching occurs, our work must be protected, and that we will be notified with enough advance warning to supervise the etching process. The meeting today suggests that etching will not occur, but that a final sealer coat will be applied by Goldie-Gentle. Don suggested changing our specified sealer to match the one used throughout the plaza. This would eliminate the need to mask off our installed pavers during the sealing of the plaza, as well as the possibility of chemical incompatibilities.

Schedule: We anticipate being on-site from 3/9/93 to 3/17/93. All deliveries should be accomplished by 3/12/93.

APR 22 1993

MEMORANDUM

Date: 4/21/93  
Project: Metro Headquarters, Portland  
Topic: Art Paver Installation

*Sandy*  
*Track*  
*• Please*  
*check on Hoffman*  
*cleaning*

Dear Neil,

This is an update regarding progress of paver installation at the north plaza site. Due to uncooperative weather, it has been extremely difficult to complete all phases of work while maintaining the degree of quality we have been striving to maintain throughout the project. Both Anne and I appreciate your patience and assistance in helping the project along this far.

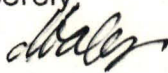
We received a small break in the weather on Monday, 12 April, in which Anne, Peter Andrusko and I managed to grout the last remaining section of pavers. Unfortunately, it rained heavily that night, and some of the grout was damaged. The following day we cleaned up the joints remaining in place, so it looked presentable for the opening on Thursday. The work still requires general touch-up of grout in several areas, and until this has been completed we will not submit our final invoice.

In addition, the sealer we would like to use requires that the substrate be thoroughly dry before application. Our installer recommends that this happen after the work has had a chance to recover from its' present saturated condition, and we can be assured of a couple dry days afterwards to allow a complete cure. His preference is to wait until early or mid summer, but I would like to accelerate that if at all possible.

We have been communicating about schedule issues with Sandy Stallcup as she has been on site the most recently, and is an excellent source of information regarding overall project completion. I have also spoken to Bill Stotts about the schedule for sealing the slab, and it sounds as if they are in a similar holding pattern. One area of concern is cleaning of the slab with acid or pressure washing. In a previous site meeting, Hoffman stated that this type of cleaning will not occur. If there is a change in this regard, we need to be notified so that we have a chance of being onsite to protect our work from damage when cleaning occurs.

Thanks again for your help, I will keep you informed as to our progress and schedule as it develops.

Sincerely



David Bales

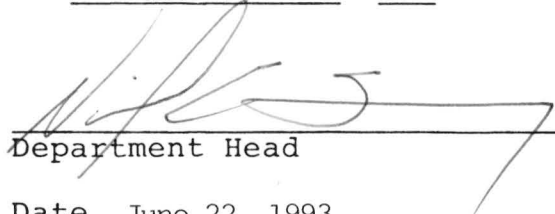
cc: Anne Storrs

NOTIFICATION OF COMPLETION

Contract No.: 902-616  
Termination Date: June 22, 1993  
Contractor: David Bales & Anne Storrs  
Project: Metro Headquarters Project

The undersigned has examined the above identified contract and the work product of the Contractor under said contract, and has determined, based on that examination, that:

1. The Contractor has substantially complied with the terms of said contract;
2. The contract should be considered completed; and
3. Final payment in the amount of \$ -0- (check request attached) should be sent to the Contractor; or
4. Final payment was authorized on June 17 1993.

  
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Department Head

Date June 22, 1993