



PCC SYLVANIA CAMPUS – OUTREACH EVENT

Wednesday, April 11th, 2012
CC Building; Oak, Fir & Elm Rooms

Howard S. Wright Project Team

Ted Jacobsen	Senior Project Manager
Jeff Ganz	Project Manager
Kevin Pham	Project Engineer
Aaron Van Dyke	Project Engineer
Miki Hipp	Project Engineer
Kairy Park	Project Engineer
Natalia Petrich	Project Coordinator
Noel Haga	Project Superintendent
Chad Hillard	Superintendent

Upcoming Projects:

1. **HT Infill/Swing Space Remodel** – Create an additional floor area on the 2nd floor above the Circuit Training for offices and classrooms.
 - a. Scope of work
 - i. Interior demolition, Concrete Saw cut, Roofing, Structural Steel, Fire Proofing
 - ii. Interior Finishes – Drywall, Acoustical Ceiling, Paint, Flooring, Doors & Hardware, glazing, classroom accessories
 - iii. MEP – Fire Sprinkler, new AHU unit, Ductwork & Controls, Electrical and Fire Alarm. No Plumbing.
 - b. Schedule
 - i. Bid – date is TBD (Anticipated early-May 2012)
 - ii. Construction – Summer 2012

2. **HT –CTS Remodel** – Create an additional floor area on the 2nd floor above the Handball/Racquet Ball Courts for offices.
 - a. Scope of work
 - i. Interior demolition, Concrete Saw cut, Roofing, Structural Steel, Fire Proofing
 - ii. Interior Finishes – Drywall, Acoustical Ceiling, Paint, Flooring, Doors & Hardware, glazing, classroom accessories
 - iii. MEP – Fire Sprinkler, new AHU unit, Ductwork & Controls, Electrical and Fire Alarm. No Plumbing.
 - b. Schedule
 - i. Bid – date is TBD (Anticipated early-May 2012)
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3. **ST Phase 1 – Chemistry Labs and Partial 2nd Floor Office Space** – Upgrade the existing 3 Chemistry Labs with new lab fume hoods, lab casework, and a new air conditioning unit. Remodel a partial area of 2nd floor directly below the 3 existing Chemistry Labs for office space.
 - a. Scope of work
 - i. Interior demolition, Concrete Saw cut, Roofing, Structural Steel
 - ii. Interior Finishes – Drywall, Acoustical Ceiling, Paint, Flooring, casework, Doors & Hardware, glazing, classroom accessories
 - iii. MEP – Fire Sprinkler, Plumbing, new AHU unit, Ductwork & Controls, Electrical and Fire Alarm
 - b. Schedule
 - i. Bid – date is TBD (Anticipated early-May 2012)
 - ii. Construction – Summer 2012

4. **Library Remodel** – Upgrade the 1st floor for a Computer Commons, Student Success Center, Computer Classroom, Circulation Room, Librarian Offices and Study Rooms.
 - a. Scope of work
 - i. Interior demolition, Concrete Saw cut, Roofing, Structural Steel
 - ii. Interior Finishes – Drywall, Acoustical Ceiling, Paint, Flooring, casework, Doors & Hardware, glazing, classroom accessories, glass skyfold door
 - iii. MEP – Fire Sprinkler, Plumbing, new AHU unit, Ductwork & Controls, Electrical and Fire Alarm
 - b. Schedule
 - i. Bid – date is TBD (Anticipated mid-May 2012)
 - ii. Construction – Summer 2012

5. **Generator Upgrade @ CC Building** – Upgrade the existing 350kva generator to a 500kva generator including associated ATS, transformer, panels, UPS and Liebert Unit at the main Data Room.
 - a. Scope of work
 - i. Interior demolition, Concrete Saw cut, Asphalt, Earthwork, Trenching, Landscape
 - ii. Interior Finishes – Drywall, Acoustical Ceiling, Paint, Flooring, Doors & Hardware, glazing
 - iii. MEP – Fire Sprinkler, new Liebert unit, new split unit, Electrical and Fire Alarm
 - b. Schedule
 - i. Bid – date is TBD (Anticipated early-May 2012)
 - ii. Construction – ~~Summer 2012~~ prob Fall 2013



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6. **VoIP Phase 2 @ AM, SS, ST, TCB and CT** – Upgrade the cooling and emergency power capacity throughout the existing data rooms.
 - a. Scope of work
 - i. Interior demolition, Concrete Saw cut
 - ii. Interior Finishes –misc. patch back for drywall, paint & flooring
 - iii. MEP –new split unit, Electrical
 - b. Schedule
 - i. Bid – date is TBD (Anticipated mid-June 2012)
 - ii. Construction – TBD

7. **CC Building Framework**
 - a. Scope of work
 - i. Significant Interior demolition: Structural Concrete Removal, Misc. Soft Demo
 - ii. Interior Construction: Concrete Structures, Seismic upgrades, Skylights, Curtain Wall Glazing, Elevators, Terrazzo, misc. interior finishes and program space renovation
 - iii. MEP –new HVAC, new Plumbing, new Electrical
 - b. Schedule
 - i. Bid – date is TBD
 - ii. Construction – TBD (Anticipated Fall-Winter 2012-13 Start)

Bidding Process:

1. All projects will advertise through the DJC and Contracts & Careers Newspapers.
2. Bid faxes and email notifications will be sent out for each project. If you have not received anything from us in the past, please send us your contact info.
3. Bid documents will be posted on our FTP site through Willamette Print and Blue Print. Each project will have a specific username and password.
4. Addenda will be posted as they are received to the FTP site. Notifications may or may not be sent out. Please review before sending in your bids.
5. Bid documents can also be viewed at Howard S. Wright's trailer and at Oregon Plan Center.
6. Pre-Bid job walks will be scheduled about 1 week from the bid date.
7. Pre-bid questions are requested to be sent to Howard S. Wright a maximum 3 days after the pre-bid walk to ensure enough time to be answered correctly.



Howard S. Wright
a **Balfour Beatty** company

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General Notes:

1. This is an occupied campus, public safety is very important – Noise, dust, traffic, deliveries, utilities shut down must be coordinated with the Project Superintendent prior to commencing the work.
2. All Subcontractor parking is in Howard S. Wright's main campus trailer location.
3. BOLI wage rates, prevailing wage.

Subcontractor Monthly Paperwork:

1. Certified payroll.
2. Monthly Utilization Reports (MUR).
3. Monthly Employment Reports (MER) on subcontracts over \$100,000.
4. Subcontractors must have 25% apprentice participation.

MONTHLY SUBCONTRACTOR PAYMENT AND UTILIZATION REPORT (FORM 3)

1. Bid No. _____

2. Contract No. _____

3. Prime Contractor _____

4. Prime Contract Amount _____

5. Reporting Dates _____

6. Project Name _____

7. Progress Report No. _____

8. Are you being paid twice per month? Yes | | No | |

9. Is this your Final MUR (all subs paid in full)? Yes | | No | |

SECOND TIER PAYMENTS TO SUBCONTRACTORS MUST BE INCLUDED ON THIS REPORT

10 ALL SUBCONTRACTOR NAMES APPEARING ON ORIGINAL SUBPLAN	11 CHECK IF SECOND TIER SUB	12 ORIGINAL AWARD AMOUNT (Listed on Form 1 at bid time)	13 AMENDED SUBCONTRACT AMOUNT (\$)	14 MONTHLY AMOUNTS			15 PROJECT TOTALS TO DATE		
				DATE	PAYMENT AMOUNT (\$)	RETAINAGE (\$)	DATE	PAYMENT AMOUNT (\$)	RETAINAGE (\$)

SUBCONTRACTORS ADDED AFTER PROJECT AWARD

16 SUBCONTRACTOR NAME (LIST ANY SUBCONTRACTORS NOT LISTED ABOVE)	17 NATURE OF WORK	18 STATUS (MBE, WBE, OR ESB)	19 CHECK IF SECOND TIER SUB	20 SUBCONTRACT AMOUNT (\$)	21 MONTHLY AMOUNTS			22 PROJECT TOTALS TO DATE		
					DATE	PAYMENT AMOUNT (\$)	RETAINAGE (\$)	DATE	PAYMENT AMOUNT (\$)	RETAINAGE (\$)

*** CHANGES TO CONTRACT: Before replacing, substituting, or adding any subcontractor, please contact the Purchasing Agent. Please note: Explanations and instructions for completing this report are on the reverse side.**

IT IS HEREBY CERTIFIED THAT THE ABOVE LISTED FIRMS HAVE BEEN UTILIZED BY OUR COMPANY IN THE AMOUNTS REPRESENTED ABOVE AND THAT THE INFORMATION CONTAINED HEREIN IS COMPLETE AND ACCURATE.

Authorized Signature of Contractor Representative _____

Date

Exhibit 4

MONTHLY EMPLOYMENT REPORT

CONTRACTOR **Subcontractor** **Workforce Training & Hiring Program**

Federal ID # _____

CCB# _____

Project Name: _____

Bid #: _____

Indicate here if final report

The Monthly Employment/Training Report must be completed by the Contractor and all subcontractors with contracts of \$100,000 or more, and signed by a responsible official of the company. The Contractor shall submit a report for its workforce on the project. Each subcontractor shall separately submit a report for its workforce on the project. It is the responsibility of the Contractor to assure that all Monthly Employment/Training Reports are submitted in a timely manner.

The reports are due on the 5th day of the month following each month of employment during the term of the contract.

Either on the form below or on a contractor-provided form approved by PCC Workforce Training & Hiring Program, complete all categories for each employee working on the project during the reporting period.

Dates from: _____ to: _____ Company Name: _____ Phone: _____ Fax: _____

NAME (PLEASE PRINT OR TYPE)	ZIP CODE	SOCIAL SECURITY NUMBER	TRADE	LEVEL (Journey, Apprentice, Apprentice Grad) J or A or G	*RACE	SEX M/F	HOURS WORKED THIS PERIOD

M/W/ESB Procurement Program
John Persen
E-mail: jpersen@bcc.edu

Owner's Project Manager

* Race includes the following minorities:
AA - African American - having origins in any of the black racial groups of Africa;
H - Hispanic American - person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish or Portuguese culture or origin;
A - Asian American - having origins in any of the original people of the Far East, Southeast Asia, Indian subcontinent or the Pacific Islands;
NA - Native American - American Indian or Alaskan Native, having origins in any of the original peoples of North America; as well as
C - Caucasian.

Send copy to: _____

Signature: _____

Print Name: _____

Title: _____

PROJECTED HIRING NEEDS

This form must be completed thoroughly by the CONTRACTOR and each subcontractor with a subcontract of \$100,000 or more.

Please state how you plan to perform the work on this project, indicating the number of journey workers and apprentices by trade. This workforce plan must demonstrate how your company will fulfill all Workforce Program requirements, including utilization of apprentices. Refer to Exhibit 1 for apprenticeship ratio data. **Complete all columns, with project-specific information.**

BID# _____ PROJECT NAME: _____
 Federal ID # _____ CONTRACTOR
 Subcontractor

Trade	Total # of Journey Workers	# of Apprentices	# of New Positions (indicate Journey or Apprentices)	Anticipated Start Date	Estimated Total Hours (all workers in each trade)

Please list the apprentices who will work on this project. If you need more space, attach an additional sheet of paper. The Workforce Program compliance staff must approve all apprentices on the project.

Name of Apprentice	Trade	Race	Gender	Date of Hire	Staff use only (Initial: Approved Notified, Docs)

If no current apprentices, indicate when and how they will be hired.

Person in your company who does hiring: _____
 COMPANY: _____ CCB# _____ PHONE: _____ FAX: _____

Are you a registered Training Agent? Yes No Are you a Union Open Shop contractor?
 With which JATCs are you registered to train apprentices?

Apprentice committee or union contact person who dispatches apprentices to your company:

Name: _____ Phone: _____ Fax: _____

Name: _____ Phone: _____ Fax: _____

PREPARED BY: _____ / _____ DATE: _____
 (sign and print)

CONTRACTOR must complete and submit to the Owner within 15 calendar days after submission of GMP or prior to award of contract, whichever occurs first.

Subcontractors with contracts of \$100,000 or more must submit prior to beginning work on the project or within five (5) days of signing subcontract, whichever occurs first, to CONTRACTOR. CONTRACTOR must submit to: Bond M/W/ESB Procurement Program, E-mail: jpersen@pcc.edu

Request for Apprenticeship

The contractor may use this form to document efforts when recruiting apprentices.

FAX To: _____ / _____
(Apprenticeship Committee) (Contact/ Dispatcher)

Fax Number : _____ Number of Pages _____

Request From:

Company Name _____ / _____
(Registered Training Agent) (Contact Person)

Phone _____ Fax _____

Date: _____ Time: _____

Apprentice Request:

As a registered Training Agent, I am using this form to request referral of an apprentice for employment with my company in cooperation with the PCC Workforce Training & Hiring Program. I would like to continue to diversify my workforce. Therefore, please refer ethnic minorities and women for my consideration. If I am unable to receive a referral from my apprenticeship program within a reasonable time, and my apprenticeship program is open for applications or allows direct entry, I may use this form to request a referral to the apprenticeship program from community recruitment resources.

Apprentice referral is needed by this date: _____ Work Starts: _____

Job Site Location: _____ Expected Length of Employment: _____

Project _____ Owner (PCC) _____

Number of Apprentices: _____ Trade/Occupation: _____

Number of Apprentices: _____ Trade/Occupation: _____

Minimum qualifications (if different from apprenticeship standards): _____

Safety needs: ___ Hard hat ___ Gloves ___ Hard-toed boots Other? _____

Please fax this Request For Apprenticeship form to your apprenticeship committee.

To document your good faith efforts, send copy to: M/W/ESB Procurement Program, E-mail: John Persen at jpersen@pcc.edu.

<input type="checkbox"/> I was able to dispatch an apprentice to the project listed above. Name of Apprentice _____ Race _____ Gender _____ Term _____ <input type="checkbox"/> I was unable to dispatch an apprentice to the project listed above because _____
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Thank you.