



CONSTRUCTION MEETING MINUTES

UNIVERSITY OF MINNESOTA - DULUTH
James I. Swenson Science Lab

U of M PROJECT NUMBER 581-65-1221
BUILDING PERMIT 111068
ARCHITECT PROJECT NO. 01023
DATE: **January 4, 2005**
PROJECT: James I. Swenson Science Lab
LOCATION: University of Minnesota – Duluth
Duluth, MN 55812
OWNER: University of Minnesota
CONTRACTOR: M.A. Mortenson
SCOPE: \$ 25,451,000
START DATE: April 1, 2003
COMPLETION DATE: **December 31, 2004**

PRESENT: John Rashid -UMD
Greg Ewald -UMD
Norbert Norman -UMD
Rick Stanius -STANIUS JOHNSON architects
Dan Pennington -M.A.Mortenson
Bob Braun -M.A.Mortenson
Mike Beer -M.A.Mortenson
Chris Wiberg -Twin Ports Testing

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, January 4, 2005. There was a review of the previous construction meeting minutes dated December 28, 2004.

The following items were discussed and observations made:

SJA Architects

Architecture Interior Design Planning
stanijohnson.com

Principals

Kenneth D. Johnson, AIA
Rickard A. Stanius, AIA
Ronald E. Stanius, AIA

Partners

Brian D. Morse, AIA
Steven B.P. Kalkman, AIA

Associates

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ACTION

- MAM, UMD** 1. With respect to scheduling, Architect questioned the Contractor on current status. Dan reported that prior to the vandalism they were on schedule as documented in previous meeting minutes during the duration of the project. Because of the vandalism Dan is estimating at this point that they are approximately two weeks off schedule from the official substantial completion date of December 31, 2004 for the Teaching Wing only.
- Dan indicated that they should be able to complete the Contract Document work by mid January, with the exception of impacted work that either feeds from the Teaching Wing to the Research Wing or vice versa. Also, the commissioning and equipment in-service instruction items are also excluded, because again they are interfaced between the two Wings.
- MAM, SJA, AEI** 2. Relative to item no. 2 of the previous meeting minutes, Architect did conduct a Pre-Substantial Completion walk through of the Teaching Wing on December 22, 2004. Contractor is in the process of final cleaning of the Teaching Wing and stated that he will be ready for a Substantial Completion Inspection on or before January 15, 2005.
- MAM** 3. Relative to item no. 3 of the previous meeting minutes with respect to authorization on deconstruction and reconstruction work items due to the vandalism, Mr. Rashid forwarded back to Mr. Pennington the signed Authorization to Proceed per expanded items noted on Mr. Pennington's memo. , Dan re-stated that at this point, contingent that he gets timely authorization from
- UMD** 4. Relative to item no. 4 of the previous meeting minutes, Dan noted that the Insurance Company's Salvage Contractor is substantially complete with removal of casework and countertops. MAM has removed, palletized and stored the chilled room panels. Still needed by the Insurance Company's Salvage Contractor is removal of the fume hoods and associated wood cabinet bases.
- MAM** 5. Relative to the chilled room in the Teaching Wing, the Contractor was asked to explore the possibility of verifying the condition of the chilled room floor. The wall and roof panels shall be re-used.
- MAM, UMD** 6. Relative to item no. 5 of the previous meeting minutes with respect to air test results, U of M, through Neil Carlson, has directed the Contractor to continue testing per Mr. Carlson's original requirements. Dan Pennington requests this direction in writing from the University. John Rashid directed the Contractor to proceed immediately with re-sheetrocking of the ground floor.
- MAM** 7. Relative to item no. 6 of the previous meeting minutes, MAM has erected a wood traffic/dust barrier between the Teaching Wing and the Research Wing which they intend to close off after cleaning of the Teaching Wing is complete. Still needed is the same barrier on the second floor.
- MAM** 8. Relative to item no. 7 of the previous meeting minutes, Architects and Engineers consolidated Field Reports/Correction List (last update 09/28/04) was distributed by the Contractor on 10/05/04.

Sebesta Blomberg's reports shall remain independent.

9. Relative to item no. 8 of the previous meeting minutes regarding proposal requests, the contractor is reminded that all proposal requests require backup by the subcontractor/supplier indicating labor, materials, and quantities. This is required for the architect's review of the proposal request prior to approvals.

MAM

Outstanding PR's are #'s 115, 119, 120.1 and 121. **Contractor is to respond to these proposal requests as soon as possible.**

10. Progress to date:

- For detail dates of work items in progress, or anticipated, see attached short term schedule. This schedule is contingent on weather conditions.
- **Area A – Deconstruction/reconstruction – Ground Level.** Removal and palletizing of the cold rooms is complete. Removal of phoenix and VAV boxes is complete. Repulling of electrical wire is complete. Reinspection and testing of mechanical fittings was done today. Installation of in-wall pipe insulation is complete. Paint/sealing of fire proofing is scheduled for Monday of next week. Removal and replacement of the roadway soffit insulation is complete. Reinsulating of overhead ducts and pipes is ongoing. Testing is complete. Test results are due in the 12th and 13th of next week. Drywall installation is scheduled to start Monday, January 10th. **First Level.** Hepa/cleaning of floors is proceeding. Palletizing and removal of cold rooms is complete. Removal of phoenix and VAV boxes proceeds through the end of this week. Removal of casework is substantially complete. Work on in-wall blocking continues through the end of this week. Mechanical inspection and testing of fittings was done today. Reinstallation of in-wall pipe insulation is proceeding. Repulling of electrical wiring is ongoing. Clearance testing is scheduled for this Thursday and Friday, January 6th and 7th, with test results due in on the 14th and 17th of January. Reinsulating of overhead ducts and pipes is scheduled to start next week. Drywall installation is scheduled to start January 17th. **Second Floor.** Demolition is complete. Hepa/floor cleaning will begin after the first floor is complete. Removal of casework is substantially complete. Clearance testing is scheduled for Monday, January 10th. Mechanical fitting testing was done today. Sheetrock installation is scheduled to start January 17th. Palletizing and removal of the cold room will be done this week.

MAM

- **Area B.** Installation of fin tube Corridor 100G continues through the end of this week. Piping of autoclaves continues through the end of this week. Installation of mechanical clean out covers will be done this week. Balancing of the second floor continues through the end of this week. Insulating ducts and piping in Penthouse 350 is ongoing. Insulating of ducts and pipes in the chiller room is ongoing. Installation of carpet, first and second floors, will be done this week. Installation of floor coating in Penthouse 300 will be done this week. Final cleaning of Areas B & C are scheduled to start next week.

MAM

- **Area C.** Installation of fin tube Corridor 100H will be done this week. Installation of carpet, second floor offices, will start next week. Installation of ceiling panels, first and second floors, will be done this week. Installation of sprinkler heads, Corridor 100, will be done this week. Installation of mechanical clean out covers will be done this week. Installation of cork boards is substantially complete.

**Facilities
Mgmt.**

11. Relative to item no. 10 of the previous meeting minutes with respect to lock core installation, it was agreed that the University will proceed with this work in the Teaching Wing after the Holiday break, approximately the end of January.

RBJ, SJA

12. Relative to item no. 11 of the previous meeting minutes, Mr. Rashid requested a letter from the Design Team on their recommendation with respect to the concrete floor

finish throughout the Facility relative to recommendation on waxing.

RBJ will be onsite January 18th to review this issue and make recommendation, as well as review the panel joints as noted below.

Also included in RBJ's agenda will be reviewing the wood paneling on the walls of the Teaching Wing for possible remedial design work for the panel joints impacted by the high humidity from the vandalism.

- MAM** 13. With respect to item no. 13 of the previous meeting minutes concerning continuing maintenance of the building systems for the Teaching Wing, the Contractor will be putting together his itemized list of maintenance items and associated estimate for this work.
- MAM** 14. With respect to item no. 14 of the previous meeting minutes regarding the x-ray photography of the steam line joints, specifically Twin Ports Testing documentation relative to weld ID W/N09 Section No. 0-1 and 1-2 as well as W/N-10 Section No. 2-0, these joints will need to be re- x-rayed according to Greg Ewald. This item will be addressed, according to the Contractor, tomorrow.
- SJA, MAM** 15. Relative to item no. 15 of the previous meeting minutes concerning crack repair, Contractor has completed and polished off one crack repair area. Architect has approved. This item will be noted on the Punch List where it is absolutely necessary. There are miscellaneous typical shrinkage hair-line cracks in floor concrete which are to be expected and are not to be addressed by the Contractor.
16. Relative to item no. 16 of the previous meeting minutes, John Rashid stated at the last construction meeting that the building, at the present time, has full time security presence inside the building during off hours. Security camera installation is complete and the system is online.
- Greg Ewald** 17. Relative to item no. 17 of the previous meeting minutes, in follow-up to the 1:00 pm meeting on Thursday December, 2, 2004 with Facilities Management as well as representatives from Johnson Controls and Trane, a letter from Johnson Controls dated December 6, 2004 outlines the proposed hardware points that will be retained and the proposed hardware points that are to be eliminated. These have been reviewed and approved by Facilities Management. FM is now sending it back to Johnson Controls who will then in turn send it to Jamar, and to MAM, and then back through Trane (Greg Ewald is to verify underlined items have been addressed by FM).
- Greg Ewald** 18. Relative to item no. 18 of the previous meeting minutes, Contractor stated that the card readers are ready for the University to install their equipment.
- UofM, MAM** 19. Relative to item no. 19 of the previous meeting minutes, Architect has received documentation from Contractor and results from GME, sub-contracted through Twin Ports Testing, on adhesion pull testing for the spray on fire proofing. The results indicated more than double of the required manufactures pull test resistance. Therefore the pull test results are acceptable. Contingent on Owner sample analysis the Contractor will not be required to remove and replace the spray on fire proofing. However, in exposed areas, the spray on fire proofing is to be painted International Blue. In concealed areas this fire proofing is to be stripped the same International Blue. University sample results should be available next week.
20. Relative to item no. 20 of the previous meeting minutes concerning quick ship authorization, after Contractor analysis this does not appear necessary since the initial shipments of most items will start arriving at the time that the ground floor sheetrock is complete and the Contractor is well along on the first and second floors.

- SJA, MAM** 21. Relative to the generator, Architect will be issuing a directive to the Contractor for selective inspection access to the first and second floors exhaust pipe bracketing.
- SJA** 22. Architect will be issuing a proposal request for installation of bird wire over the skylight area.
- MAM** 23. With respect to RFI no. 498, Architect is awaiting Contractors verification, and if necessary corrective action, regarding the temperatures within the air intake bonnet.
- All Contractors** 24. Regarding the Retro-Plate concrete floor finishing system. **All contractors are advised that the concrete slabs on grade, concrete slabs on metal deck, as well as the concrete stair treads and landings, is the final floor finish for this project!** Therefore no damage to the floor finish will be tolerated. This includes no cutting oil, no tobacco products or spitting of tobacco products, no dragging or dropping of materials, equipment, etc., etc. **Damage to these slabs will be permanent and cannot be removed, therefore all contractors are to treat these slabs as if they were finished terrazzo floors!!!**
- All Contractors** 25. The next construction meeting will be held **Tuesday, January 11th, 2005 at 1:30 p.m.**

The preceding is assumed to be a complete and correct account of the items discussed, directions given, and conclusions drawn, unless this office is notified to the contrary immediately.



Rickard A. Stanius, AIA, CSI
bsa

cc: John Rashid, UMD
Jim Riehl, UMD
Stephanie Goke, AEI
Michael Ross, RBJ
Tiffany Nash, RBJ
Dan Murphy, MBJ
Bob Leonard, MAM
Rick Stanius
File

Bruce Gingerich, UofM – (mail)
Scott Holm, UofM – (mail)
Ken Kornberg, KKA
Tom Oslund, O&A
Chris Rousseau, MSA
Paul Johnson, MBJ
Eric Edlund, GME
Brian Morse
Sebesta Blomberg

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UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		Jan							Jan							Jan						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Area B																					
Jamar - Fitters	Install fin tube, corridor 100G	x	x	x																		
AGO	Pipe autoclaves - Room 212A	x	x	x																		
AGO	Install clean out covers					x	x															
Jamar	Balance air 2nd floor	x	x	x	x	x																
Neuman Insul.	Insulate duct & pipe Pent#350	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Neuman Insul.	Insulate duct & pipe-chiller room	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Contract Tile	Install carpet-1st & 2nd floor		x	x	x	x																
Duluth Coatings	Install Floor coating-Pent #350		x	x																		
Evergreen Cleaners	Final clean areas B&C								x	x	x	x	x									
	Area C																					
Jamar - Fitters	Install fin tube, Corridor 100H			x	x	x																
Contract Tile	Install carpet - 2nd floor offices								x	x	x	x	x									
Flement Hampshire	Pad ceilings - 1st & 2nd floors	x	x	x	x	x																
Gorham-Oien	Install sprinkler heads-Cor. 100		x	x	x	x																
AGO	Install clean out covers				x	x																
Mortenson	Install cork boards	x	x																			

DETAILED SCHEDULE 1-4-05

ACTIVITY BREAKDOWN	week of 12/27						week of 1/3						week of 1/10						week of 1/17						NOTES		
	M	Tu	W	Th	F	S	M	Tu	W	Th	F	S	M	Tu	W	Th	F	S	M	Tu	W	Th	F	S			
	27	28	29	30	31	1	3	4	5	6	7	8	10	11	12	13	14	15	17	18	19	20	21	22			
Level 0																											
Re-HEPA clean Flooring		X	X																								
Palletize and Remove Cold Rooms		X	X	X			X	X																			
Remove Phoenix & Titus Boxes		X	X	X			X	X																			
Re-Pull Elec & FA Wire			X	X			X	X																			
Leak test mech, fittings - Inspections								X																			
Install In-wall Pipe Insulation Complete			X	X			X	X																			
Paint/ Seal Spray Fireproofing													X														
Demo Outside Soffit		X																									
Insulate OH Ducts			X	X			X	X	X	X	X																
Insulate OH pipes			X	X			X						X	X	X	X	X										
Mold Testing							T1	T2																			
Drywall Installation - Start Jan 10													X	X	X	X	X										
Level 0 Procurement																											
VAV & Phoenix Delivery Date?																											
Procure Cold Rooms																											
Light Fixture Delivery Date?																											
Level 1																											
HEPA Clean Floors		X	X	X																							
Palletize and remove Cold Rooms							X	X	X																		
Remove Phoenix & Titus Boxes							X	X	X	X	X																
Remove Casework			X	X			X	X	X																		
Inwall Blocking		X	X							X	X																
Leak test mech fittings, - Inpections								X																			
Re-Install In-wall Pipe Insulation							X	X	X	X	X																
Re-pull Elec & FA Wire								X	X	X	X																
Take Air Quality Clearance Test										T1	T2							P1	P2								
Re-Insulate OH duct													X	X	X	X	X	X	X	X							
Re-Insulate OH Pipe													X	X	X	X	X										
Drywall Installation																		X	X	X	X	X					
Level 1 Procurement																											
Lights? - Ordered- When will they arrive?																											
Level 2																											
Complete Demo			X																								
Complete HEPA Clean			X																								
Remove Casework							X	X	X																		
Perform Clearance Testing													T1										P1				
Leak Test Piping							X	X																			
Gyp Bd Installation																		X	X	X	X	X					
Cooler 264							X	X																			
Check Conduit										X	X																
Level 2 Procurement																											