



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 6, 2003**

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:

Greg Ewald	-UMD
Rick Stanius	-STANIUS JOHNSON architects
Dan Pennington	-M.A.Mortenson
Bret Woodland	-M.A.Mortenson
Mike Pierson	-M.A.Mortenson
Bob Braun	-M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, January 6, 2003. There was a review of the previous construction meeting minutes dated December 30, 2003.

The following items were discussed and observations made:

Stanisus Johnson Architects

www.staniusjohnson.com

■ Duluth: 1831 East 8th St. Duluth, Minnesota 55812-1396 Phone 218-724-8578 Fax 218-724-8717
□ St. Cloud: 2035 15th St. N. St. Cloud, Minnesota 56303 Phone 320-253-2100 Fax 320-253-2269

Principals Kenneth D. Johnson AIA Rickard A. Stanius AIA Ronald E. Stanius AIA
Partners Brian D. Morse AIA Steven B. P. Kalkman AIA
Associates Larry M. Turbes AIA Jeffrey E. La Tour AIA Deanna Schmidt CID

ACTION

- MAM** 1. Relative to item no. 1 of the previous meeting minutes, questioned by the architect Mortenson stated that the project is approximately 2 weeks behind schedule.
- SJA** 2. Please find attached to these meeting minutes the Contractors Short Term Schedule. Architect will send Contractor his Roster for coordination with their logs.
3. 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 40, 46, 47, 51, 53, 55, 56, 57.1, 58, 60, 61, 62, 63, 64, and 65.
Contractor is to respond to these proposal requests as soon as possible.
4. Disruption avoidance issues:
- MAM** ▪ None.
5. 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.
- MAM** ▪ **Area A.** Installation of air-handling unit ductwork continues. Louver installation will be near substantial completion by the end of next week. Installation of heat lines on the first floor will be substantially complete this week and then the contractor will move to the ground floor. Framing of first floor walls will continue through next week. Framing of the mock-up lab will hopefully be substantially complete by the end of this week. Lab waste and vent is proceeding on the second floor. D-I water on the second floor will start next week. Electrical is pulling feeder lines this week and next. Rough-in conduit on all floors continues. The concrete floor polishing should be substantially complete for the first two rough-grinds by the end of this week.
- MAM** ▪ **Area B.** Installation of air handling unit fans and ductwork continues. Installation of heat on the first and second floors will continue through the end of this week. Louver installation will start next week. Lab waste, second floor, will proceed for the next three weeks. Installation of roof drains is scheduled to start mid next week. Installation of lower roof, weather permitting, is scheduled to start mid-to-latter part of January. Steel stud framing on the second floor will start next week. Electrical is pulling feeders, first and second floors. Installation of curtain wall on one-line continues this week and next. Installation of sky light curtain wall, weather permitting, will start this week and push into next week depending on the weather. Interior painting of the column fire proofing is proceeding at this time. Structural steel lowering of lintels at C-line penthouse continues this week and next.
- MAM** ▪ **Area C.** Mechanical main installation is proceeding, first floor. Roof blocking should be substantially complete the end of this week. Weather permitting, roof installation on the penthouse from 9 to 14 line will continue through the month of January. Electrical rough-in will start mid-week and continue the next three weeks. Installation of compressed air is proceeding on the ground floor. Installation of vertical pipe chases will start mid-week and continue through the month of January.
- MAM** ▪ **Area D.** Erection of bridge, Stair #4 to penthouse, will continue this week and next. Detailing of Stair #4 will start mid-week and continue through mid-next week, with placing of the concrete treads and landings scheduled for mid-next week. Concrete block work for the ground floor should be substantially complete the end of this week. Brick work on Area D around Stair #4, weather permitting, will start this week. Electrical switch gear, first delivery, arrived today and is being

set. Second delivery is scheduled for this week and installation will continue after that.

MAM, SJA 6. Relative to item no. 6 of the previous meeting minutes, discussion was held concerning the mechanical main passing on a close parallel with the concrete block wall coming up from below. Contractor, through Architects office, will contact Scott Holm on determination for fire stopping. Architect recommends a steel stud framed mechanical shaft wall concept on each side of the pipe to encase it.

MAM 7. Relative to item no. 7 of the previous meeting minutes concerning the sequence of construction for window installation, Architect has issued a letter to Mortenson of November 3, 2003. Architect is requesting a letter from HKL of acceptance of the sequencing, and the additional plates were the recommendation of HKL. Also Architects email to Dan Pennington of October 30, 2003 requests re-submission of the revised window sill detail addressing the configuration of the stone sill as well as the through wall flashing. Architect also asked that this revised detail indicates acceptance of either hard plastic or treated plywood shims.

Architect reviewed the two details submitted by the Contractor and asked for them to be revised and resubmitted, specifically noting the plastic or treated wood shims as well as revising the flashing locations.

MAM 8. Relative to item no. 9 of the previous meeting minutes, Contractor and Architect questioned the sheetrocking sub-contractor who stated that they will have no problem at all finishing the electrical rooms as per Contract Documents even with the electrical boxes and conduit now installed on the wall.

MAM 9. Relative to item no. 10 of the previous meeting minutes, there was a question on a PCO from the Contractor on a mechanical roof drain off-set that Architect inspected with Brett and asked that they follow-up on Architects request for information to the Contractor on the requirement for the off-set.

10. Relative to item no. 11 of the previous meeting minutes concerning submittals, architect is still awaiting the following from the contractor.

MAM

- Coordination drawings. Ground floor, first floor, and second floor, all areas, drawings have been completed and are being reviewed by Mortenson. Sets need to be distributed to owner and Design Team for review only, they will not be resubmitted approved since these are coordination contractor use drawings. They will be distributed to all trades by Mortenson. Still needed is the remaining floor levels as soon as possible.

Re-routing of the cable tray was discussed and the Contractor is aware that if there are any pricing implications they are not authorized to proceed with this work until this has been reviewed and approved by the Design Team and Owner. The re-routing of the cable trays is to be indicated on the coordination drawings.

MAM, RBJ

- Mock-ups and color samples. Reference architects letter to Contractor of July 1, 2003. The Contractor expects to have the Lab rough-in mock-up ready the second week of January. As soon as that has been approved by Owner, Engineer and Commissioning Agent Team then the finishing work will begin.

The Contractor questioned if it would be permissible, because of a sequence of events, to move forward with the Lab mock-up on the second floor in room 280. Architect took no exceptions.

- MAM**
- Regarding the wood samples for the project, the casework samples as submitted are acceptable for the mock-up only. It will again be reviewed after the mock-up is in place. The door sample is approved, as submitted (this was a specified door color). The wood panel mock-up is rejected. The supplier is to match the wood door color and resubmit his sample.
- MAM**
- The sub-contractor is proceeding with the spray applied fire-proofing for the mock-up on the intumescent column paint.
- MAM, AEI**
- The Contractors submission of sprinkler shop drawings is being returned to the Contractor from AEI indicating the requirement for re-submission. They need more information on the sprinkler calculations as well as other items noted.
- SJA**
- Sun screens. The sample of the sun screens was delivered to Architects office today. Mr. Rashid asked the Design Team to explore pre-fabricated sun screens as an alternative to "custom" made sun screens.
- MAM**
11. Relative to item no. 13 of the previous meeting minutes, when corrective work is anticipated by MAM on Stair No. 1 stringer they are to notify MJB for their inspection of the contemplated procedure.
- MAM**
12. Relative to item no. 14 of the previous meeting minutes regarding AEI's Field Report #4, and all subsequent reports. Reports will be in accumulative format and items will only be taken off after they have been addressed by the Contractor and reinspected by the Engineer. .
- MAM, Sebesta Blomberg**
13. Relative to item no. 15 of the previous meeting minutes with respect to the Commissioning Agent, tentatively Greg is recommending the following procedure be implemented for individual systems.
- Pre-test
 - Punch-list
 - Commissioning
 - Training.
- Commissioning agent and MAM, with coordination of Greg Ewald, are to interface their schedules based on this proposed approach.
- MAM**
14. Relative to item no. 17 of the previous meeting minutes concerning the exterior stone veneer, Dan reported that they have worked out all issues with the new stone supplier. He will be issuing a Purchase Order/Contract immediately to the new supplier. Architect asked that Dan send to undersigned a zero cost PCO outlining the pertinent information, including the new supplier, etc., so this can be officially incorporated into the Contract Documents.
- MAM**
15. Relative to item no. 18 of the previous meeting minutes, discussion was held concerning the Elevator Shop Drawings. Architect expects to see a "final review shop drawing set" supplied by the Elevator Sub-Contractor incorporating all of the revisions and corrections previously noted. Typically the elevator manufacturer will not go into fabrication until this final step has been taken.
- AEI, MAM**
16. Relative to item no. 20 of the previous meeting minutes, Contractor has been authorized to proceed with the PCO for the flash tanks. Jeff, from AEI, needs to coordinate a meeting between Architects office, John Rashid, and himself regarding this issue.
- AEI**
17. Concerning item no. 21 of the previous meeting minutes with respect to PR #52 on the compressed air and nitrogen system testing requirements. Architect will contact Jeff at AEI to make sure that he is satisfied that the testing requirements outlined in the Contract Documents match the building requirements and its anticipated use. If that is the case, then Jeff is to submit a letter indicating that as well as a request form for exception to Mike Austin.

- MAM** 18. Relative to item no. 22 of the previous meeting minutes, Architect is awaiting Contractors re-submission of CIC #15 concerning the CD-7 diffusers in lieu of CD-6 diffusers.
- MAM** 19. Relative to item no. 23 of the previous meeting minutes concerning CIC #16 for the additional 6" DI water main in the RHDC tunnel. Architect is awaiting Contractors submission of credit in the reduction 6" DI water main indicated on the civil drawings which equals 165.65 lineal feet, down to 30 lineal feet.
- MAM** 20. Relative to item no. 24 of the previous meeting minutes, Johnson Control has been in discussion, direct with Doug McKurcher, regarding the control system for the building. Johnson Control is recommending an update, "state of the art" technology at a "no cost" benefit to the Owner. This is a non-proposal request issue and Johnson Controls is to move through MAM with a recommendation and full product data back-up. If they have a presentation that they would like to make, John Rashid encouraged that they schedule that with the presence from AEI.
- SJA, MAM** 21. Relative to item no. 25 of the previous meeting minutes, exterior landscape design DD will be issued the month of January. Copies will be sent to Mortenson for their conceptual estimating. The Contractor is requesting 6-sets.
- MAM** 22. Relative to item no. 26 of the previous meeting minutes, the Owner questioned when Kirby Drive can be opened up to normal vehicular/pedestrian traffic. This will be taken under consideration by Mortenson. It probably will be necessary to revise the location of the construction fencing to accommodate.
- MAM** 23. Relative to item no. 27 of the previous meeting minutes, Architects office request that the Contractor review the wall rating of the service corridor, Area A, above the rigid sheetrock sub-ceiling.
- MAM** 24. Architect is requesting that the Contractor be sure to install a termination bar at the top of the through-wall flashing at the base of the brick around Area D, Stair #4 to prevent the flashing from dislocating away from the wall over time.
- All Contractors** 25. Discussion was held 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** 26. The next construction meeting will be held **Tuesday, January 13, 2004 at 1:30 p.m., in the Construction Trailer.**

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

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

File

Sebesta Blomberg

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UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		January					January					January										
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
	Area A																					
Jamar- Tinnners	Install AHU ductwork	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar-Tinnners	Install louvers	x	x	x	x	x			x	x	x	x	x									
Jamar- Fitters	Install heat 1st flr.	x	x	x																		
Jamar- Fitters	Install heating ground flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Framing 1st flr walls	x	x	x	x	x			x	x	x											
Minute-Ogle	Frame mock-up walls	x	x	x	x	x																
AGO	Lab waste-vent 2nd flr. A&B	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	DI water 2nd flr. A&B								x	x	x	x	x			x	x	x	x	x		
API	Pull feeder lines	x	x	x	x	x			x	x	x	x	x									
API	Rough-in conduit all flrs.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Ter & conc Rest.	Retroplate gr. Flr.	x	x	x	x	x																
	Area B																					
Jamar-Tinnners	Install AHU fans, & duct	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Install heat 1st, & 2nd.	x	x	x	x	x																
Jamar - Tinnners	Install Louvers								x	x	x	x	x			x	x	x	x	x		
AGO	Lab waste 2nd A-B	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Install roof drains											x	x			x	x	x	x	x		
Com Roofing	Install lower roof																	x	x	x		
Minute-Ogle	Frame 2nd flr.								x	x	x	x	x			x	x	x	x	x		
API	Pull feeders 1st, & 2nd	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
HKL	Install curtain wall, 1-line				x	x			x	x												
HKL	Install skylight curtain wall	x	x	x	x	x																
Rainbow Inc.	Int. paint cols.	x	x	x																		
N. Erectors	Lower lintels at C-line, pent.			x	x	x			x													
	Area C																					
AGO	Install mains 1st C-D	x	x	x	x	x			x	x	x	x	x									
Mortenson	Roof blocking 9 to 14-line			x	x	x																
Com. Roofing	Install pent.roof 9-line to 14-line	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Piping cielings			x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar- Fitters	Install comp. air - ground	x	x	x	x	x																
Jamar- Fitters	Install vert. pipe chase				x	x			x	x	x	x	x			x	x	x	x	x		
	Area D																					
N. Erect.	Erect bridge-str. #4 to pent.			x	x	x			x	x	x											
N. Erect.	Detail stair # 4			x	x	x			x	x												
Mortenson	Place conc.str. # 4										x	x										
Harbor City	Block ground level walls		x	x	x	x																
Harbor City	Brick stair # 4	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Switch gear del.- set equip.		x	x	x	x					x	x	x	x		x	x	x	x	x		

**UMD Science Building Project #031007
3 Week Schedule**

MORTENSON[®]		January							January							January						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
	Area A																					