



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 18, 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**
Extended to January 31, 2005

PRESENT:

Greg Ewald	-UMD
Rick Stanius	-STANIUS JOHNSON architects
Dan Pennington	-M.A.Mortenson
Bob Braun	-M.A.Mortenson
Mike Beer	-M.A.Mortenson
Glenn VanHeel	-M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, January 18, 2005. There was a review of the previous construction meeting minutes dated January 11, 2005.

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

Larry M. Turbes, AIA
Jeffrey E. La Tour, AIA
Deanna Schmidt, CID

o Duluth

1831 East 8th St.
Duluth, MN 55812
P 218.724.8578
F 218.724.8717

o St. Cloud

2035 15th St. N.
St. Cloud, MN 56303
P 320.253.2100
F 320.253.2269

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.
- UMD** 3. Relative to item no. 3 of the previous meeting minutes, still needed by the Owners Insurance Company are the following.
- The removal of the fume hoods and associated wood cabinet bases and countertops.
 - Removal of cold room panels presently stored in a trailer onsite.
- MAM** 4. Relative to item no. 4 of the previous meeting minutes concerning the chilled room in the Teaching Wing, Dan reported that he has instructed the sub-contractor to order the chilled room floor. It is MAM's intention to deconstruct the sheetrock around the chilled room, dismantle the chilled room, and replace the floor.
- MAM, UMD** 5. Relative to item no. 5 of the previous meeting minutes concerning the air testing, after this construction meeting Chris from Twin Ports Testing reviewed the tests received to date. The majority of the tests have met or exceeded Neil Carlson's requirements. There are a couple of areas that were not originally cleaned and therefore need to be retested. They would include Stair No. 3, as well as in the Commons area and the Lab to the east of the Commons area and the smaller office area to the west of the Commons area.
- These items will be recleaned and retested as soon as possible.
6. Relative to item no. 6 of the previous meeting minutes, MAM has built temporary dust/traffic barrier between the Teaching Wing and the Research Wing on the first and second floors. They will soon close these barriers off to prevent cross traffic since the Teaching Wing is in its final cleaning stages.
- Dan wanted it noted that if there is considerable re-work done on the wood paneling in the Teaching Wing it probably wouldn't be necessary to seal off the Research from the Teaching Wing.
- MAM** 7. 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.

8. 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 120.1, and 121. **Contractor is to respond to these proposal requests as soon as possible.**

9. 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.** Painting/sealing of spray fireproofing is nearing substantial completion. Installation of conduit above Corridor 50 ceiling is ongoing. Pulling of electrical and fire alarm is continuing. The electrical conductors in the Lab section is substantially complete. Insulating of overhead ducts and piping is proceeding. Drywall installation is continuing. In the Lab section it is substantially complete and taping is in progress. The Contractor is in the process of procuring VAV and phoenix boxes, cold rooms, light fixtures and air handling unit motors. **First Level.** Repair of in-wall blocking continues through next week. Painting and sealing of spray fireproofing should be done this week. Re-insulating of in-wall piping is ongoing. Installation of electrical panels and conductors is continuing. Re-insulating of overhead pipe and ductwork is scheduled to start the latter part of this week. Installation of air transfer ductwork should be complete this week. Re-insulating of overhead piping will start this week. Drywall installation has just started in the electrical rooms. The majority of the sheetrocking will start the latter part of this week or first part of next week. **Second Floor.** Patching of duct insulation in the vertical shafts is substantially complete. Installation of sheetrock is scheduled to start the second week of February .

MAM

- **Area B.** Installation of fin tube on south Commons will be done this week. Installation of access covers will be done this week. Insulating of ducts and piping in Penthouse 350 will be done this week. Insulating of ducts and piping in the chiller room is ongoing. Installation of carpeting, first floor, will be done this week. Final cleaning will re-commence this week.

MAM

- **Area C.** Installation of ceiling grid on the ground floor should be complete this week. Installation of grilles, registers, and diffusers in the Commons area will be done this week.
- **General Items.** MAM has completed their initial Punch List and correction is ongoing. Architects Substantial Completion Punch List is scheduled for this coming Monday, January 24, 2005.

Greg Ewald

10. 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

11. Relative to item no. 11 of the previous meeting minutes, Carol from RBJ was onsite today at 11:00 am to review the concrete floor finish. It is her recommendation, with a few minor exceptions, that the floor is acceptable as finished. Mr. Rashid requested a letter from Carol on this issue.

- RBJ** 12. Also relative to item no. 11 of the previous meeting minutes, careful consideration was given by the Design Team with regard to recommendations to the Owner for the wood paneling. Carol needs to study this issue and will advise the Owner with respected Design Team recommendations.
- SJA** 13. Relative to item no. 12 of the previous meeting minutes, Architect in is receipt of Contractors proposal for continuing maintenance on the Teaching Wing. He will forward this to Mr. Rashid.
- SJA, MAM** 14. Relative to item no. 14 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.
15. Relative to item no. 15 of the previous meeting minutes, the University is maintaining security presence inside the building, including, but not limited to, full-time security camera surveillance.
- Greg Ewald** 16. Relative to item no. 16 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** 17. Relative to item no. 17 of the previous meeting minutes concerning the card readers, Greg Ewald stated that the University will do their install this week.
- SJA, MAM** 18. Relative to item no. 18 of the previous meeting minutes regarding the generator, Architect has issued a directive to MAM concerning inspection access to the first and second floor generator exhaust pipe bracketing.
- Also concerning RFI no. 498 with respect to generator radiator bonnet with its respect to temperatures, engineers question to the contractor is the temperature rating of the louver actuators. When the generators run up this bonnet will be monitored for exhaust temperatures.
- MAM** 19. Concerning item no. 19 of the previous meeting minutes with respect to providing access panels to the cup sink "t" traps in rooms 103, 212, and 208, Architect requested a sample installation.
- MAM** 20. Concerning item no. 20 of the previous meeting minutes with respect to Mr. Stringfields write-up of November 18, 2004, Architect requested that the Contractor verify through Gorham Oien if they take exception to any of the items noted on Mr. Stringfields report.
- SJA** 21. Architect will be issuing a proposal request for bird control on the skylight area.
- MAM** 22. Relative to RFI No. 498, MAM is putting together some research on the generator bonnet temperatures. This will be reviewed with the engineers.
- All Contractors** 23. 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 24. The next construction meeting will be held **Tuesday, January 25th, 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

F:\01023 UMD Science Building\Administration\Construction\01-18-05 CMM.doc

UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		Jan							Jan							Feb						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6
	Area B																					
Neuman Insul.	Insulate duct & pipe Pent#350	x	x	x	x	x																
Neuman Insul.	Insulate duct & pipe-chiller room	x	x	x	x	x																
Power Clean	Final clean areas B&C		x	x	x	x																
	Area C																					
Flement Hampshire	Install ceiling ground floor	x	x	x	x																	
Mortenson	Install PCU cab&base - Com		x	x																		
Jamar - Tinnars	Install SS base in commons	x	x	x	x	x																
All Subs	Complete work for Punchlist																					
SJA	Generate Owners Punchlist								x	x	x	x	x									



Swenson Science Building Vandalism Repair

1/20/2005 9:05

DETAILED SCHEDULE 1-17-05

ACTIVITY BREAKDOWN	week of 1-17						week 1/24						week of 1-31						week of 2-7						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		
	17	18	19	20	21	22	24	25	26	27	28	29	31	1	2	3	4	5	7	8	9	10	11	12		
Level 0																										
Paint/ Seal Spray Fireproofing	X	X	X	X																						
Install conduit above ceiling corr.#50	X	X	X	X	X		X																			
Pull elect and F.A							X	X	X	X	X															
Insulate Copper	X	X	X	X	X		X	X	X																	
Install Duct Branches/ fire dampers/ transfer AD	X	X	X	X	X		X																			
Insulate Duct Branches	X	X	X	X	X		X	X																		
Mold Testing																										All test results this week
Drywall Installation - Start Jan 10	X	X	X	X	X		X	X	X	X	X		X	X	X	X	X									
Taping							X	X	X	X	X		X	X	X	X	X		X	X	X	X	X			
Level 0 Procurement																										
VAV & Phoenix Delivery Date?and sound boxes																			D							All by the 14 of feb/ SB a week early
Procure Cold Rooms																										
Light Fixture Delivery Date?																										
AHU Motors																										
Level 1																										
Inwall Blocking		X	X	X	X		X	X	X	X	X															
Paint/ Seal Spray Fireproofing	X	X	X	X																						
Re-Install In-wall Pipe Insulation		X	X	X	X																					
Install panels in elect. Rooms and run conduit				X	X		X	X	X	X	X		X	X	X	X	X		X	X	X	X	X			
Re-pull Elec & FA Wire													X	X	X	X	X									
Re-Insulate OH duct				X	X		X	X	X	X	X		X	X	X											
install trans. Air duct	X	X	X																							
Re-Insulate OH Pipe			X	X	X		X	X	X	X	X															
Drywall Installation							X	X	X	X	X		X	X	X	X	X		X	X	X	X	X			
Level 1 Procurement																										
Lights? - Ordered- When will they arrive?																										
Level 2																										
Patch duct insulation in shafts	X	X	X																							
Install rock																			X	X	X	X	X			
Level 2 Procurement																										