



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 20, 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
Mike Pierson -M.A.Mortenson
Bret Woodland -M.A.Mortenson
Bob Braun -M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, January 20, 2004. There was a review of the previous construction meeting minutes dated January 13, 2003.

The following items were discussed and observations made:

Stanisus Johnson Architects

www.staniusjohnson.com

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□ 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, 58, 61, 62, 63, 64, 65, and 66.
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 ductwork continues. Tinnners are also working in the second floor proto-type lab this week and next. Fitters are installing heating and cooling lines in the ground floor and this will continue for the next three weeks. Steel stud interior framing on the first and second floors will continue through the end of this week and will then be picked up on the ground floor starting the end of this week and continuing for the next three weeks. Lab waste and vent, on the first floor, is proceeding this week and next. Water mains on the ground floor will be complete the end of this week. Gas piping on the second floor will start next week. Electrical feeder lines on the first and second floors will continue through the end of next week. Pulling of electrical branch lines on the second floor will start next week.
- MAM** ▪ **Area B.** Installation of first floor heating continues through the middle of next week. Installation of ground floor heating will start the latter part of this week and continue through the end of next week. Installation of louvers continues through the end of next week. Work on the roof drains will start mid-week and will continue through the end of next week. Steel stud interior framing on the second floor will start next week. Electrical feeders on the first and second floors are proceeding. Electrical branch feeders on the second floor will start next week. Installation of glass on one-line curtain wall continues this week and next. Work on the blocking for the cantilevered office areas is proceeding today and tomorrow. Installation of frames in the cantilevered office is scheduled to start the end of next week and proceed through the following week. Installation of rails and treads on Stair No. 2 should be complete the end of this week. Work on the lower roof blocking should be complete by the end of this week. Installation of lower roof built-up work, weather permitting, is scheduled to start next week.
- MAM** ▪ **Area C.** Installation of rain leader risers continues this week and next. Work on the lower roof blocking will be complete next week. Installation of penthouse roof, 12-line to 14-line, weather permitting, should be complete by the end of next week. Installation of vertical pipe chase risers continues. Installation of heating lines on the ground floor will start next week.
- MAM** ▪ **Area D.** Concrete masonry unit on the ground level should be complete next week. Brick work continues around Stair 4 under heated cover. Electrical switch gear and equipment set-up is proceeding. Installation of louvers on the ground floor is scheduled to start mid-next week through the following week. Electrical feeder conduit to the penthouse continues this week through next week.

- MAM**
6. Relative to item no. 6 of the previous meeting minutes concerning the mechanical main passing on close parallel with the concrete block wall in Area C, Bret reported that Jamar intends to re-route the pipe so that it passes perpendicular to the concrete masonry unit wall. An RFI is to be issued by MAM on the proposed routing. This is a no cost change which would be documented on Contractors "as-built" drawings, and/or ASI.
 7. Relative to item no. 10 of the previous meeting minutes concerning submittals, architect is still awaiting the following from the contractor.
 - Coordination drawings. Bret indicated that sets of coordination drawings were delivered to Architects office. Sets need to be distributed to AEI, Commissioning agent. Architects office will issue a set to AEI. MAM is to issue a set to Commissioning Agent. There will be one set retained in the trailer.

Bret indicated that cable tray re-routing has also been shown on the coordination set. Not yet included on the coordination drawings is Area B/C penthouse. Also, the sprinkler shop drawings have not been included on the coordination set but will be included after approval as an attachment.
- MAM, RBJ**
- Mock-ups and color samples. Reference architects letter to Contractor of July 1, 2003.
- The Contractor indicated and has forwarded rough-in inspection request documentation through the University for the Lab rough-in mock-up for room 280. Paul will inspect today and also AEI next week on their re-inspection will also inspect. **Architect stated that he expects to have the concrete floor final polished by Retro-plate for the final Lab mock-up review. Architect is expecting a uniform concrete appearance for this mock-up and all concrete polished floors.**
- 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 has been revised by proposal request. The supplier is to match the wood door color and resubmit his sample.
- MAM**
- Regarding the spray-applied intumescent fire-proofing mock-up. Contractor stated that the sub-contractor indicated to them that he will be sanding all of these areas smooth and spackling smooth where required. He intends to do this during the finishing phase of the project. Therefore approval will need to wait until that time.
- MAM, AEI**
- The Contractors submittal on sprinkler shop drawings has been rejected by AEI per Laura Halvorsons email of January 5, 2004. MAM has received this rejection documentation and is awaiting a sub-contractors re-submission.
- MAM**
- Sun screens. The sun screen manufacturer shall remain Ruskin. There is no "pre-fabricated" sun screen product available, they are all custom made for each project. There has been a revised proposal request, however, issued by Architects office. Contractor is awaiting a revised cost from Ruskin.
- However, the connection bracket, according to Ruskin, as originally shown on the Contract Documents, is appropriate and approved by Ruskin.
- After the revised proposal has been submitted to the Contractor, a sample corner section needs to be fabricated immediately per the revised PR.

MAM 8. Relative to item no. 11 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 9. Relative to item no. 12 of the previous meeting minutes concerning AEI's Field Report #4, Paul carefully reviewed not only the previous AEI Field Report #4 but also his additional observations as well as coordination with the Commission Agent report. The Contractor is to work through the Design Team to address all items on these reports. Paul stated that the items, as corrected, will be noted once on the subsequent Field report as corrected and then they will be edited out.

Concerning the ductwork channel and/or angle supports, they are to be isolated from the duct allowing the insulation to run continuous between the support and duct work. A slight revision for the ductwork already in place needs to be put through as an RFI to Paul at AEI for approval. In the future, the separation and continuous insulation will be required.

Also, Contractor will be removing and fastening the rigid, as well as the foil faced batt insulation system on the vertical duct chasses that already installed, and then reinstall the shaft wall system. The horizontal ductwork is exposed and its fasteners can be addressed now.

**MAM,
Sebesta
Blomberg** 10. Relative to item no. 13 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, RBJ 11. Relative to item no. 14 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.

Architect underscored the importance of bringing closure to this item. Shop drawings need to be received from the Architect, reviewed, submitted back, so that the stone can be ordered and shipped on a timely fashion for the general contractors anticipated delivery in April.

Contractor has submitted samples through SJA to Tiffany at RBJ on the two colors for the slate for her selection. Also, Greg Ewald underscored the requirement to provide stainless steel fasteners for all of the stone, split-t anchors fastening to the continuous building angle.

**SJA, Dave
Mueller** 12. Relative to item no. 15 of the previous meeting minutes concerning the revised Elevator Shop Drawings. Brett indicated that sets have been delivered to SJA for review. Copies were also sent to Dave Mueller as well as Architects vertical transportation consultant.

- Facilities Mgmt.** 13. Relative to item no. 17 of the previous meeting minutes concerning PR #52 with respect to the compressed air and nitrogen system testing requirements. AEI has forwarded a letter to Architects office of January 5, 2004, which indicates AEI's position that they are satisfied that the testing requirements outlined in the Contract Documents match the building requirements and its anticipated use. AEI has also included a request for exception on this issue to Mr. Grundtner at the University, dated January 14, 2004. Design Team is awaiting review and response from the University.
- MAM** 14. Relative to item no. 18 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** 15. Relative to item no. 19 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** 16. Relative to item no. 20 of the previous meeting minutes concerning Johnson Controls discussion in direct communication 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. Again, this is a non-proposal request issue and Johnson Controls is moving through MAM with a recommendation. They are to make their proposal and backup with product data according to Bret next week. This has tentatively been set for Wednesday, January 21, 2004 at 3:00 p.m.
- MAM** 17. Relative to item no. 21 of the previous meeting minutes, exterior landscape design DD submittal. Architect delivered to MAM the DD set for their preliminary cost analysis on Monday, January 12, 2004.
- MAM** 18. Relative to item no. 22 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** 19. Relative to item no. 23 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. By e-mail Architect has requested that an exemption letter be written by Scott Holm concerning the fire-rating of the exterior wall system.
- MAM** 20. Relative to item no. 24 of the previous meeting minutes, the brick specials for Area D are to be provided per Contract Documents. The Contractor indicated they have been ordered and are expected within two to three weeks. Architect requested that an initial mock-up on the building be laid up two or three feet high for Architects review concerning color match.
- MAM** 21. Relative to item no. 25 of the previous meeting minutes concerning the fume hood storage cabinets. The Contractor stated that the venting will be provided per Contract Documents.
- MAM** 22. Expected to be indicated on AEI's Field Report No. 5, from Paul, is a note reminding the Contractor the requirement for urethane sealant around all mechanical and electrical floor pipe penetrations. Architect recommends consideration of pourable urethane sealant.
- MAM** 23. Dan indicated that he will be putting forward an RFI for consideration by the University for either a pigmented sealer for the Stairs, or possibly a two-part epoxy floor finish.
- Facilities Mgmt.** 24. Brett is still requesting information from the University on the requirement for Owner provided water polishers for the D-I system.

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 20, 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
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

UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		January							January							February						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8
	Area A																					
Jamar- Tinnners	Install duct	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar-Tinnners	Room build-out 2nd flr.	x	x	x	x	x			x	x	x	x	x									
Jamar- Fitters	Install heat/cool gr. Flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Int. framing 1st & 2nd flr.	x	x	x	x	x																
Minute-Ogle	Int framing ground flr.					x			x	x	x	x	x			x	x	x	x	x		
AGO	Lab waste-vent 1st flr.	x	x	x	x	x			x	x	x	x	x									
AGO	Water mainsgr. Flr.	x	x	x	x	x																
AGO	Gas pipe2nd flr.								x	x	x	x	x			x	x	x	x	x		
API	Pull feeder lines 1st&2nd	x	x	x	x	x			x	x	x	x	x									
API	Pull branch 2nd flr.								x	x	x	x	x			x	x	x	x	x		
	Area B																					
Jamar - Fitters	Install 1st flr.heating	x	x	x	x	x			x	x	x											
Jamar - Fitters	Install ground flr. Heating				x	x			x	x	x	x	x									
Jamar - Tinnners	Install Louvers			x	x	x			x	x	x	x	x									
AGO	Install roof drains			x	x	x			x	x	x	x	x									
Minute-Ogle	Frame 2nd flr.								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		
API	Pull branch 2nd flr.								x	x	x	x	x			x	x	x	x	x		
HKL/Glassman	Install glass 1-line curt. Wall	x	x	x	x	x			x	x	x	x	x									
Mortenson	Install blocking cant offices		x	x																		
HKL/Glassman	Install frames cantilever offices			x	x	x			x	x	x	x	x									
N. Erect	Install rails & treads st. # 2			x	x	x																
Mortenson	Install lower roof blocking				x	x																
Com. Roof	Install lower roof										x	x	x			x	x	x	x	x		
	Area C																					
AGO	Install rain leader risers	x	x	x	x	x			x	x	x	x	x									
Mortenson	Install lower roof blocking								x	x												
Com. Roofing	Install roof 12 to 14-line	x	x	x	x	x			x	x												
Jamar- Fitters	Install vert. pipe chase	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar- Fitters	Install heating gr. Flr.											x	x			x	x	x	x	x		
	Area D																					
Harbor City	Block ground level walls			x	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	x	x		
Jamar - Tinnners	Install louvers gr.flr.										x	x	x			x	x	x				
API	Feeder conduit to penthouse		x	x	x	x			x	x												

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Contractor Responsible	ACTIVITY	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8
	Area A																					