



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: **February 1, 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:

John Rashid	-UMD
Rick Stanius	-STANIUS JOHNSON architects
Dan Pennington	-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, February 1, 2005. There was a review of the previous construction meeting minutes dated January 25, 2005.

The following items were discussed and observations made:

SJA Architects

Architecture Interior Design Planning
staniusjohnson.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
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ACTION

MAM, UMD

1. Relative to item nos. 1 and 2 of the previous meeting minutes, Architect has completed the Substantial Completion Punch List on January 24, 25, and 26, 2005. The Engineers mechanical and electrical punch lists will be performed next week and will be issued to the Contractor as an attachment to the Certificate of Substantial Completion-Teaching Wing, attached to the Architects punch list.

Again, Dan indicated that they are complete with the Contract Document work, for the Teaching Wing, 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, as again they are interfaced between the two wings.

2. Relative to item no. 3 of the previous meeting minutes, still needed by the Owners Insurance Company are the following.

MAM

- Removal of cold room panels presently stored in a trailer onsite. John Rashid authorized the Contractor to dispose of the cold room panels which are presently stored.
3. Relative to item no. 5 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

4. Relative to item no. 6 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.

5. Relative to item no. 7 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, 121, 124, 125 and 126. **Contractor is to respond to these proposal requests as soon as possible.**

MAM

6. Relative to item no. 8 of the previous meeting minutes with respect to Proposal Request No. 123, Architect requested to have a sample of the access panel for the cup sink trap.
7. 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.** Installation of electrical conduit and conductors above ceiling of Corridor 50 will be done this week. Pulling of electrical wire for lighting will also be done this week. Pulling of communication and data cable will be done this week. Installation of electrical devices and plug molding will start next week and continue for two weeks. Insulation of overhead piping will start mid next week. Labeling of above ceiling

piping will start the third week of February. Installation of grilles, registers, and diffusers should start next week. Installation of sound boxes and phoenix boxes is scheduled to begin next week. Taping and sanding is nearing substantial completion. Painting walls and ceilings is ongoing. **First Level.** Installation of conduit in Corridor 150 continues through the end of this week. Pulling of electrical conductors for lighting continues through mid next week. Electrical branch circuit panels will begin the third week of February. Re-insulating of overhead ductwork is ongoing through the end of next week. Re-insulating of overhead piping is scheduled to start mid February. Installation of sound and phoenix boxes is scheduled to start mid February. Drywall installation is substantially complete and taping has just started. **Second Level.** Installation of sheetrock has just started. Taping and sanding is scheduled for the third week of February.

- MAM, AEI**
 - **Area B.** Contractor is substantially complete and Architect has conducted a Substantial Completion Inspection. Mechanical and electrical are due to perform their inspections the first part of February.
- MAM, AEI**
 - **Area C.** Contractor is substantially complete and Architect has conducted a Substantial Completion Inspection. Mechanical and electrical are due to perform their inspections the first part of February.
- MAM, AEI**
 - **Area D** Contractor is substantially complete and Architect has conducted a Substantial Completion Inspection. Mechanical and electrical are due to perform their inspections the first part of February.
- Greg Ewald** 8. Relative to item no. 10 of the previous meeting minutes concerning lock core installation, the University will start this work next week. Contractor requests the following: five (5) cards, two (2) electrical closet keys, two (2) communication closet keys, five (5) #31 keys, ten (10) grand master keys.
- RBJ** 9. Relative to item no. 11 of the previous meeting minutes, Carol from RBJ was onsite January 18th 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, John Rashid** 10. Relative to item no. 12 of the previous meeting minutes, RBJ's recommendation to the University is to remove and replace the wood paneling. This is under consideration by the University. Mr. Rashid is scheduled to visit RBJ project where this paneling application was successful this coming Monday, February 7th, 2005.
- 11. Relative to item no. 14 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** 12. Relative to item no. 16 of the previous meeting minutes, work on the card readers by the University is ongoing.
- MAM** 13. Relative to item no. 17 of the previous meeting minutes regarding the generator, Architect is requesting Contractor open up the shaft wall in the Penthouse 300, just under the roof deck, for examination of the generator pipe to structure.

Architect has issued an ASI to the Contractor for re-working the pipe attachments.
- AEI** 14. Concerning items no. 20 and 22 of the previous meeting minutes concerning the generator radiator bonnet temperatures, MAM has indicated that the theoretical temperature should be no higher than 165 degrees. The variable here is the CFM of the radiator fan. Architect will contact Jeff at AEI for his input.

- SJA** 15. Relative to item no. 19 of the previous meeting minutes, Architect will be issuing a proposal request for bird control on the skylight area.
- SJA** 16. Relative to item no. 21 of the previous meeting minutes, Architect will contact Saarenpaa to ask him to visit the site to confirm configuration of controller access ladder in Area A.
- John Rashid** 17. Relative to item no. 22 of the previous meeting minutes, Dan requested from the University if there are any back charges for University direct consultants, such as testing lab for re-weld x-raying or commissioning agent for generator start up. Since the main project is closing down and MAM is reducing retainage to their sub-contractors Dan needs to have this information so that he can withhold final payment if applicable.
- MAM** 18. Relative to item no. 23 of the previous meeting minutes relative to building controls integration, Paul Hamm email submittal was included in last weeks meeting minutes, MAM is to set up a mock-up sample as verification of that email.
- All Contractors** 19. 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** 20. The next construction meeting will be held **Tuesday, February 8th, 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

attachment

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



Swenson Science Building Vandalism Repair

2/3/2005 11:23

DETAILED SCHEDULE 2-7-05

05-02-07 Vandalism Schedule	week of 2-7					week 2-14					week of 2-21					week of 2-28					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			
	31	1	2	3	4	5	7	8	9	10	11	12	14	15	16	17	18	19	21	22		23	24	25	26			
Level 0																												
Install conduit above ceiling corr. #50	X	X	X																									
Pull elect wire for lights	X	X	X	X	X																							
Pull data cable	X	X	X	X	X																							
Install elect. Devices & plug molding							X	X	X	X	X		X	X	X	X	X											
Insulate Copper 2 men									X	X	X		X	X	X	X	X											
Lable pipes above ceiling																			X	X	X							
Install G R Ds when avaible							X	X	X	X	X																	
Install sound boxes & phoenix boxes							X	X	X	X	X		X	X	X	X	X		X	X	X	X	X					
Mold Testing (Retest stair #3)																												
Taping & sanding	X	X	X	X	X																							
Paint walls and ceilings	X	X	X	X	X		X	X	X																			
Casework																									D			
Level 0 Procurement																												
VAV & Phoenix Delivery Date?and sound boxes							D												D									
Procure Cold Rooms																												
Light Fixture Delivery Date?																												
AHU Motors																												
ACT																												
Level 1																												
Install conduit in corridor #150	X	X	X	X	X																							
Re-pull Elec wire for lighting in rooms	X	X	X	X	X		X	X																				
Install branch circuit panels																			X	X	X	X	X					
Re-Insulate OH duct. 2 men	X	X	X	X	X		X	X	X	X	X																	
Re-Insulate OH Pipe. 2men													X	X	X	X	X		X	X	X	X	X					
Install sound & phoenix boxes													X	X	X	X	X		X	X	X	X	X					
Drywall Installation	X	X																										
Taping & sanding			X	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																												
Install rock			X	X	X		X	X	X	X	X																	
Taping &sanding																			X	X	X	X	X					
Level 2 Procurement																												