



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 8, 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
Greg Ewald	-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 8, 2005. There was a review of the previous construction meeting minutes dated February 1, 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
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ACTION

- MAM, UMD**
1. Relative to item no. 1 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. 2 of the previous meeting minutes, still needed by the Owners Insurance Company are the following.

MAM

- Cold room panels have been removed and are presently stored in the trailer. John Rashid requested from the Contractor a letter from the supplier indicating their rejection of the paneling. John will advise the insurance company that the panels are stored in the trailer and will need to be removed by their salvage contractor.

MAM, John Rashid

- Regarding hardware, again Dan indicated that the new hardware has been delivered. The salvaged hardware is stored onsite and again it will need to be removed by the insurance companies salvage contractor.

3. Relative to item no. 3 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. 4 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. 5 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. 6 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 air handling unit motors will hopefully be addressed this week. Pulling of electrical wire for lighting will be done this week. Pulling of comm and data will be done this week. Installation of electrical devices will continue through the end of next week. Insulating of overhead mechanical piping will continue through the end of next week. Labeling of overhead pipes will start the week of February 21st. Installation of sound boxes and phoenix boxes will start this week and continue through the end of next week. Insulating of ducts after installation of sound and phoenix boxes will start next week through the following week. Cold room installation is scheduled to begin the end of next week or first part of the week of the 21st. Completing the fire taping above ceiling will be done mid next week. Painting of walls and ceilings is nearing substantial completion and will be done this week. Casework installation is scheduled to start the week of February 21st. Acoustical tile suspension grid is scheduled to start the week of March 1st. **First Level.** Installation of conduit in Corridor 150 will be done this week. Work on branch circuit panels will start the week of February 21st. Installation of sound and phoenix boxes is scheduled to start this week. Re-insulating of overhead ductwork is ongoing through the end of next week. Re-insulating of overhead piping will start next week through the following week. Taping and sanding is substantially complete. Painting will start the latter part of this week. **Second Level.** Installation of sheetrock is substantially complete. Taping and sanding is scheduled to begin this week through the week of February 21st.
- 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.
- UMD Facilities** 8. Relative to item no. 8 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, five (5) grand master keys. Greg stated that keying will start next Monday, February 14th.
- RBJ** 9. Relative to item no. 9 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** 10. Relative to item no. 10 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 has requested from the Design Team alternatives on the wood paneling including an alternative joint treatment.
- 11. Relative to item no. 11 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. 12 of the previous meeting minutes, work on the card readers by the University is ongoing. Dan requested that the University staff responsible for this work item coordinate any questions or issues they have with MAM.

- MAM** 13. Relative to item no. 13 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, MAM** 14. Concerning item no. 14 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. After the re-working of the generator exhaust pipe is complete it was agreed that the generator will be “run up” and the bonnet temperatures will be monitored during that run up process.
- SJA** 15. Relative to item no. 15 of the previous meeting minutes, Mr. Rashid stated that the University will address the bird control issue on the skylight area. Architects office will send the University the information they have on the sound control box.
- SJA** 16. Relative to item no. 16 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. 17 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. 18 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.
- MAM** 19. Mr. Rashid instructed the Contractor to have all change order items into the Architects office no later than February 15, 2005. Items will not be considered after that date unless they are related to the vandalism or the Owner program scope changes.
- SJA** 20. John Rashid requested a breakdown from the Architects office on time dedicated to the vandalism project.
- SJA** 21. Greg Ewald discussed MAPS sheets. Architect will follow-up with AEI and Sebesta Bloomberg.
- SJA** 22. Architect will forward per Greg Ewalds request to him a copy of the letter from AEI regarding the eyewash.
- MAM** 23. Architect requested an update from MAM at the next construction meeting regarding the Research Wing Penthouse concrete floor sealing.
- MAM** 24. Relative to the flow and tamper switches on the sprinkler system, Architect forwarded to MAM written question from AEI for sub-contractor response.
- MAM** 25. Regarding PCO No. 181, Dan will review this with Architect which is relative to the helical stair foundation.
- SJA** 26. Architect will issue a proposal request for the elevator sump pumps.
- All Contractors** 27. 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 28. The next construction meeting will be held Tuesday, February 15th, 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

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Swenson Science Building Vandalism Repair

2/11/2005 10:45

DETAILED SCHEDULE 2-07-05

February 7, 2005 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				
	7	8	9	10	11	12	14	15	16	17	18	19	21	22	23	24	25	26	28	1	2	3	4	5				
Level 0																												
Install AHU motors	X	X	X																									
Pull elect wire for lights	X	X	X																									
Pull data cable	X	X	X																									
Install elect. Devices	X	X	X	X	X		X	X	X	X	X																	
Insulate Copper 2 men	X	X	X	X	X		X	X	X	X	X																	
Label pipes above ceiling													X	X	X													
Install sound boxes & phoenix boxes			X	X	X		X	X	X	X	X																	
Insulate duct after S B and P B are installed							X	X	X	X	X		X	X	X													
Cold rooms											X		X	X	X	X	X	X	X	X								
Re-do fire taping above ceilings				X	X		X	X																				
Paint walls and ceilings	X	X	X	X	X																							
Casework													X	X	X	X	X	X	X	X	X	X						
ACT Grid																			X	X	X	X						
Level 0 Procurement																												
Crash rails																												
Glass																												
Alum.Doors																												
Flooring																												
Level 1																												
Install conduit in corridor #150	X	X	X										X	X	X	X	X	X	X									
Install branch circuit panels				X	X	X	X	X	X																			
Install sound & phoenix boxes			X	X	X		X	X	X																			
Re-Insulate OH duct.	X	X	X	X	X		X	X	X	X	X																	
Re-Insulate OH Pipe.							X	X	X	X	X		X	X	X	X	X											
Taping & sanding	X	X	X	X	X																							
Paint walls and ceilings				X	X		X	X	X	X	X		X	X	X	X	X											
Level 1 Procurement																												
Crash rails																												
Level 2																												
Install rock	X	X	X																									
Taping & sanding				X	X		X	X	X	X	X		X	X	X	X	X											
Level 2 Procurement																												