



## 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 10, 2004**  
**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:** John Rashid -UMD  
Greg Ewald -UMD  
Rick Stanius -STANIUS JOHNSON architects  
Dan Pennington -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, February 10, 2004. There was a review of the previous construction meeting minutes dated February 3, 2004.

The following items were discussed and observations made:

#### Stanisus Johnson Architects

[www.staniusjohnson.com](http://www.staniusjohnson.com)

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*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 46, 47, 53, 55, 61, 62, 65, 66, 67.1, and 69. **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 in the penthouse is continuing. Installation of duct work and piping is also proceeding on all remaining floors. Installation of heating and cooling lines on the ground floor continues. Installation of penthouse heating continues this week through the end of next week. Interior framing, all floors, should be substantially complete by the end of this week. Lab waste and vent test on the first and second floors continues this week through next week. Installation of lab waste and vent, on the ground floor, is proceeding through the end of next week. Work on in-wall utilities continues all floors. Installation of electrical conduit and wiring is proceeding on the first floor. Installation of electrical panel and wiring is proceeding in the penthouse through the end of next week. Work on lighting conduit on the second floor continues this week. Installation of corner windows should be complete by the end of this week.
- MAM**     ▪ **Area B.** Installation of ground floor cooling is proceeding. Installation of second floor heating will start the third week of February. Installation of ductwork on the first floor continues this week and next with same proceeding for the next three weeks on the second floor. Work on rain water mains continues. Electrical piping of pumps and fans on the ground floor starts mid this week. Installation of first floor conduit is scheduled to start the third week of February. Steel stud framing is scheduled to start next week. Installation of frames and glass in the cantilevered office area continues. Otis Elevator is due onsite tomorrow for a pre-construction conference. Installation of sun screen brackets has started. Installation of lower roof blocking should be complete by the end of this week. Installation of lower roof, weather permitting, will start the latter part of this week and continue through February.
- MAM**     ▪ **Area C.** Installation of rain leader risers continues this week and next. Installation of penthouse roof, from 12 line to 14 line, is proceeding and weather permitting should be complete by the end of this week. Installation of vertical pipe chase work continues through this week.
- MAM**     ▪ **Area D.** Brick masonry is scheduled to re-start next week. Set up of main electrical switch gear is proceeding.
6. Relative to item no. 6 of the previous meeting minutes concerning submittals, architect is still awaiting the following from the contractor.



- MAM** 11. Relative to item no. 11 of the previous meeting minutes, Contractor stated that there will be a pre-construction conference for the Elevator sub-contractor this Wednesday. When he comes up we will also be delivering the final elevator shop drawing packet for MAM review and then forwarding to SJA.
- Greg Ewald** 12. Relative to item no. 12 of the previous meeting minutes concerning PR #52 with respect to the compressed air and nitrogen testing systems, Greg reported that for the most part there will be no change from the Contract Documents. If there are any minor testing change requirements these should be communicated from Facilities as soon as possible.
- MAM** 13. Relative to item no. 13 of the previous meeting minutes, a presentation meeting was held on Wednesday, January 21, 2004 concerning the upgrading of the Johnson Control System. Owner's position is that they have accepted the upgrade technology, again at a no cost benefit to the Owner. Architect needs, through MAM, all of the back-up tech data so that an ASI can be written.
- Greg also had a question on the duration of the training, if that needs to be changed.
- Facilities Mgmt., SJA** 14. Relative to item no. 14 of the previous meeting minutes concerning the exterior landscape DD, MAM distributed their estimate for the work to the Design Team as well as Facilities Management.
- MAM** 15. Relative to item no. 15 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 now within 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** 16. Relative to item no. 16 of the previous meeting minutes, 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.** 17. Relative to item no. 17 of the previous meeting minutes, Brett is still requesting information from the University on the requirement for Owner provided water polishers for the D-I system, as well as the location for the laminar flow hoods. MAM requests this information as soon as possible.
- Greg Ewald** 18. Relative to item no. 18 of the previous meeting minutes, toilet accessory shop drawings were returned to the Contractor with copies sent to Greg Ewald. Greg wants to review these to be sure there aren't any UMD Standard changes.
- SJA, John Rashid** 19. Relative to item no. 19 of the previous meeting minutes there is under consideration a program change for Room 238. Architects office will be communicating with John Rashid on this issue and its potential impact not only to the Design Team but also the Contractor. MAM requests this information, also, as soon as possible.
- MAM** 20. Relative to item no. 20 of the previous meeting minutes concerning raceway and cabling isolation, Brett indicated that the Contractor is proposing for isolated cabling to hang it on standard "j" hooks. They are to provide a sample.
- AEI** 21. Relative to item no. 21 of the previous meeting minutes, the Owner has elected to proceed with the approved equal autoclave with the auxiliary pump. If there is a slight change for 208 power in a few locations it is to be issued as a proposal request by the Design Team.
22. Interior doors with security are 10-2, 50-1, 150-1, and 250-1. Also, the exterior door No. 10B and 100C have swipe card access. The door next to the revolving door has a handicap push button access with standard day/night operation, three position switch. All corridor doors leading into classrooms and labs are piped for future security.

All Contractors 23. 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 24. The next construction meeting will be held Tuesday, February 17, 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

attachments

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

<b>MORTENSON<sup>®</sup></b>		February							February							February						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
<b>Contractor Responsible</b>	<b>ACTIVITY</b>	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Area A																					
Jamar- Tinnars	Plenums & blank-outs pent. 350	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar-Tinnars	Room buildouts 1st, & 2nd flrs.			x	x	x			x	x	x	x	x			x	x	x	x	x		
Neuman Insulation	Insulate duct & pipe - all flrs.	x	x	x	x	x			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		
Jamar-Fitters	Install penthouse heat	x	x	x	x	x			x	x	x	x	x									
Minute-Ogle	Int. framing -all floors	x	x	x	x	x																
AGO	Lab waste/vent test 1st,&2nd	x	x	x	x	x																
AGO	Install lab waste/vent gr. Flr.	x	x	x	x	x			x	x	x											
AGO	Install in-wall utilities	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
N. Erectors	Install sunscreen brackets		x	x	x	x																
API	Install conduit & wire -1st flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Install panel & wire - pent	x	x	x	x	x			x	x	x	x	x									
API	Install lighting conduit -2nd flr.	x	x	x	x	x																
HKL/ Glassman	Install corner windows								x	x	x											
	Area B																					
Jamar - Fitters	Install ground flr. Cooling	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Install 2nd flr. Heating															x	x	x	x	x		
Jamar - Tinnars	Install duct 2nd flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Inst rain water mains	x	x	x	x	x			x	x	x	x	x									
API	Pipe pumps & fans-gr. Flr.			x	x	x			x	x	x	x	x									
API	Install 1st flr. Conduit															x	x	x	x	x		
Minute-Ogle	Frame cor. 200g & elect. 200f								x	x	x	x	x			x	x	x	x			
Minute-Ogle	Frame - 1st flr.								x	x	x	x	x									
HKL/Glassman	Install frames cantilever offices	x	x	x																		
HKL/Glassman	Install glass in cant. Offices		x	x	x	x			x	x												
Gorham-Oien	Install sprinkler mains			x	x	x			x	x	x	x	x									
Otis Elevator	Pre-const. meeting			x																		
N. Erectors	Install sunscreen brackets								x	x	x	x	x									
Mortenson	Install lower roof blocking			x	x																	
Com. Roof	Install lower roof				x	x			x	x	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									
Com. Roofing	Install roof 12 to 14-line		x	x	x	x																
Jamar- Fitters	Install vert. pipe chase	x	x	x	x	x																
Minute-Ogle	Frame ground flr.- int.walls																		x	x		
	Area D																					
Harbor City	Brick stair # 4															x	x	x	x	x		
API	Set up switch gear	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		

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3 Week Schedule**

<b>MORTENSON<sup>®</sup></b>		February							February							February						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
<b>Contractor Responsible</b>	<b>ACTIVITY</b>	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29
	Area A																					
Harbor City	Block & brick under louver																					
Minute-Ogle	Frame wall & soffit																					
Jamar-Tinners	Install louvers																					