



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 17, 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 3:00 p.m. on Thursday, February 18, 2005. There was a review of the previous construction meeting minutes dated February 8, 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

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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 Salvage contractor for removal are the following as documented by Mortensons letter of February 16, 2005.

- Phoenix boxes.
- Standard VAV boxes.
- Sound boxes.
- Radiant ceiling panels.
- Air handling unit motors.
- Light fixtures.
- Electrical panels.
- Door hardware.
- Cold rooms.

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.

4.

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, 125, 126 and 127. **Contractor is to respond to these proposal requests as soon as possible.**

ASI's No. 121.1 and 124 have not been accepted by the Owner.

MAM

6. Relative to item no. 6 of the previous meeting minutes, MAM has done a sample access panel as reflected in PR No. 123. Architect has requested MAM to instruct the mechanical sub-contractor to communicate to the electrical inspector to approve.

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.
- MAM**
- **Area A – Deconstruction/reconstruction – Ground Level.** Reference attached short term schedule.
- 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. The Architect requested position on Owner regarding keying of the high-voltage gear in Area D. The rooms are directly accessible from the generator room which according to the University does not have a high voltage key access.
- UMD Facilities**
9. Relative to item no. 8 of the previous meeting minutes concerning core lock installation, the University is proceeding in the Teaching Wing with installing cores.
- RBJ**
10. 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**
11. 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.
12. 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**
13. 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, AEI**
14. Relative to item no. 13 of the previous meeting minutes. Architect met with Jamar concerning the generator stack. They had indicated that they will relax the tension on the stack which will bring the muffler loop back into plumb, then they will re-secure the ground floor after installing the revised tube steel and complete the rest of the work as indicated in ASI No. 85.

With respect to item no. 14 of the previous meeting minutes and after the above item has been accomplished, then the generator will be run-up to verify the theoretical temperature in the exhaust bonnet which should be no higher than 165 degrees. Again, the variable here is the CFM of the radiator fan.

- MAM** 15. Relative to item no. 16 of the previous meeting minutes, Architect and Contractor met with Jerry Saarenpaa, State Elevator Inspector, concerning the configuration of the controller access ladder in both Areas A and B. In each area the controller access platform will need to be raised by three risers equaling 27" (9"/riser). Piping in Area A in front of the riser ladder was acceptable to Mr. Saarenpaa. This is a no cost issue and shall be addressed immediately by MAM since it will impact the elevator certification.
- MAM** 16. 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** 17. Relative to item no. 19 of the previous meeting minutes, Mr. Rashid instructed the Contractor to have all change order items into the Architects office no later than March 1, 2005. Items will not be considered after that date unless they are related to the vandalism or the Owner program scope changes.
- MAM** 18. Relative to item no. 21 of the previous meeting minutes, the University MAPS sheets are required per Contract Documents. MAM is requiring these to be procured by their sub-contractors immediately and turned over as part of the Close-out Documentation which should be inserted in the O&M Manuals.
- MAM** 19. Relative to item no. 24 of the previous meeting minutes regarding the flow and tamper switches on the sprinkler system, Architect forwarded to MAM written question from AEI for sub-contractor response.
- MAM** 20. Relative to item no. 25 of the previous meeting minutes regarding PCO No. 181, Dan will review this with Architect which is relative to the helical stair foundation.
- All Contractors** 21. 27Regarding 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** 22. The next construction meeting will be held **Tuesday, March 1st, 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

2/21/2005 15:07

DETAILED SCHEDULE 2-21-05

| February 21, 2005 Vandalism Schedule | week of 2-21 | | | | | | week2-28 | | | | | | week of 3-7 | | | | | | week of 3-14 | | | | | | 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 | | | | | | |
| | 21 | 22 | 23 | 24 | 25 | 26 | 28 | 1 | 2 | 3 | 4 | 5 | 7 | 8 | 9 | 10 | 11 | 12 | 14 | 15 | 16 | 17 | 18 | 19 | | | | | | |
| Level 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install panels in elect. Rooms | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install elect.distribution panels | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Re-install AHU motors | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install elect. Devices | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Insulate Copper 2 men | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Label pipes above ceiling | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install sound boxes & phoenix boxes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Insulate duct after S B and P B are installed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install cold rooms | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sheetrock cold room fronts | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install casework | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Counter tops | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Re-do fire taping above ceilings | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install plumbing fixtures | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ACT Grid | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Level 0 Procurement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Crash rails | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Glass | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Alum.Doors | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fume Hoods | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Level 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install conduit in corridor #150 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install branch circuit panels | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pull data cable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pull fire alarm cable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install elect. Devices | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Install sound & phoenix boxes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Paint walls, ceiling and door frames | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Re-Insulate OH duct. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Re-Insulate OH Pipe. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cold rooms | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Level 1 Procurement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Crash rails | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Level 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Taping & sanding | | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Paint walls | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cold rooms | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| Februray 21, 2005 Vandalism Schedule | week of 2-21 | | | | | | week2-28 | | | | | | week of 3-7 | | | | | | week of 3-14 | | | | | | 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 | |
| | 21 | 22 | 23 | 24 | 25 | 26 | 28 | 1 | 2 | 3 | 4 | 5 | 7 | 8 | 9 | 10 | 11 | 12 | 14 | 15 | 16 | 17 | 18 | 19 | |
| Level 2 Procurement | | | | | | | | | | | | | | | | | | | | | | | | | |