



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: **March 2, 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, March 2, 2004. There was a review of the previous construction meeting minutes dated February 17, 2004.

The following items were discussed and observations made:

Stanisus Johnson Architects

www.staniusjohnson.com

■ Duluth: 1831 East 8th St. Duluth, Minnesota 55812-1396 Phone 218-724-8578 Fax 218-724-8717
□ 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, Contractor distributed today an updated construction schedule no. 4. Contractor reported that they are on schedule.
- MAM** 2. Please find attached to these meeting minutes the Contractors Short Term Schedule. Also attached is AEI's Engineers Field Report No. 6 as well as the (changeable) site visit schedule. Contractor needs to review the FR and take action with those issues.
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, 55, 61, 62, 65, 67.1, 69, 70, 71, 72, 73, 74, and 75.
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.** Ductwork continues on room build-outs, first and second floors, through March. Ductwork insulation also continues, all floors, through March. Installation of ground floor heat will continue through mid next week. Installation of in-wall utilities is proceeding. Work on branch lines for the sprinkler system is proceeding, first and second floors, through the end of next week. Electrical installation of conduit and wiring on the first floor continues through mid week. Pulling of wire in penthouse 350 will continue through mid next week. Electrical rough-in ground floor conduit will start the latter part of next week.
- MAM** ▪ **Area B.** Installation of ground floor heating and cooling continues. Installation of second floor heat will start mid March. Ductwork on penthouse 300 is ongoing as well as work on piping sanitary drains. Installation of lab waste and vent, first and second floors, is proceeding. Electrical installation of conduit on the first floor is scheduled for mid March. Electrical panel and wiring in penthouse 300 continues through the end of next week. Interior steel stud wall framing on the second floor will continue through the end of this week. Wall framing at Stair No. 2 should be complete by mid week. Installation of sprinkler mains on the first and second floors are proceeding. Application of roofing on the lower concrete roof, weather permitting, should be substantially complete by the end of this week.
- MAM** ▪ **Area C.** Framing of the curtain walls at the skylight will begin the first part of next week. Glazing second floor A line, 9 – 14 line, continues this week through next. Glazing first floor C line, 12 – 13.2, is scheduled to start mid next week. Work on ground floor heat is continuing. Installation of penthouse 300 heat continues this week and next week. Installation of DI water on the ground floor is proceeding. Interior steel stud framing on the second floor is scheduled to start next week. Framing of ground floor interior walls will start mid March.
- MAM** ▪ **Area D.** Brick work on Stair No. 4 is scheduled to begin mid March, weather permitting. Installation of panels and switch gear is ongoing. Installation of louvers is scheduled to begin the latter part of this week through the end of next week. Roofing work on the lower concrete roof area D, weather permitting, will begin next week.

- MAM** 6. Regarding PCO No. 121, with respect to the wood paneling. At the present time John Rashid indicated that he would like to put this issue on hold for the next couple of months in consideration of project budget.
- Architect contacted Dan Pennington by phone after the construction meeting and instructed Dan to provide the wood blocking called out by Addenda for the paneling at all of the locations schedule so that the Owner has the option of selecting the 1/4" or the proposed 3/4". Blocking must be put into place prior to sheetrocking so that if the Owner elects to stay with the 1/4" the blocking is installed.
- MAM, AEI** 7. Relative to item no. 6 of the previous meeting minutes concerning submittals, architect is still awaiting the following from the contractor.
- The rough-ins for the Lab mock-up are ready for AEI inspection. Dan Pennington stated that the complete Lab mock-up will be ready for review by the Design Team, including the Lab Planner, the third week of March, approximately March 17th.
- MAM** 8. 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 door supplier has sent a large sample of the finished door veneer which has been forwarded to St.Germains for color match on the wood paneling.
- MAM, AEI** 9. The sprinkler shop drawings have been re-submitted and are under review by AEI.
- MAM** 10. Sun screens. The brackets have been installed. The Architect is awaiting samples of the perforated panel material.
- RBJ** 11. The Owner had a concern after reviewing the ASI on Colors on the white color for the stair stringers, risers and landing skirt. Greg Ewald requested that this be reviewed again with the Design Team. His concern is that scuff marks from shoes will be a continuing maintenance issue for the Owner.
- MAM** 12. Relative to item no. 7 of the previous meeting minutes, when corrective work is anticipated by MAM on Stair No. 1 stringer they are to notify MBJ for their inspection of the contemplated procedure.
- MAM, Sebesta Blomberg** 13. Relative to item no. 8 of the previous meeting minutes concerning the Commissioning process, this continues to be worked through with Greg Ewald and a revised process is being proposed.
- MAM** 14. Relative to item no. 9 of the previous meeting minutes, Architect reminded Dan to issue a zero cost PCO outlining the pertinent information in the change for the supplier of the slate, including the new supplier, the selected slate color, etc., so this can be officially incorporated into the Contract.
- MAM** 15. Also relative to the above, Dan stated that he has issued a purchase order. He does have Contracts in place for the alternate supplier.
- Dan also is sending shop drawings to the Architect for review.
- MAM** 16. Concerning item no. 10 of the previous meeting minutes in correction to the previous meeting minutes with respect to the elevator, the original Contract Documents called out for and elevator speed of 125 feet per minute. Per Addenda No. 2 this was revised to 150 feet per minute. Owner indicated that either speed would be acceptable to them.
- Also, the electrician installed 1" conduit not the 1-1/2" conduit under the slab.
- Contractor is asked to provide a proposal to reflect the cost increase if the elevator stays

at 150 fpm which would require larger electrical conductors and additional conduit for the 150 fpm speed. Also included in that proposal should be the electrical contractors request for extra to stay with the 125 fpm because the elevator contractor needs a 50HP rather than a 40HP for the base specified speed.

- Architect is holding shop drawings until this issue is resolved.
- MAM** 14. Relative to item no. 12 of the previous meeting minutes regarding the Johnson Control System proposal, the Owner and Architect are awaiting the submittal from Johnson Controls. This information should also be forwarded on to Affiliated Engineers.
- Greg also had a question on the duration of the training, if that needs to be changed.
- In the submittal from Johnson Controls the issue of the manner of providing over-ride controls needs to be addressed.
- MAM** 15. Relative to item no. 15 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.
- Greg Ewald** 16. Relative to item no. 17 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.
- AEI** 17. Relative to item no. 19 of the previous meeting minutes concerning support of the control wire cabling, Contractor is awaiting direction from Affiliated. An RFI has been submitted on this issue.
- SJA** 18. Contractor requested that the Architect forward a CCD on the anticipated PR coming out for Handicap Modifications to the Labs.
- All Contractors** 19. 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** 20. The next construction meeting will be held **Tuesday, March 9, 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

attachment

cc: John Rashid, UMD
Jim Riehl, UMD
Stephanie Goke, AEI
Michael Ross, RBJ
Tiffany Nash, RBJ
Dan Murphy, MBJ

Bruce Gingerich, UofM – (mail)
Scott Holm, UofM – (mail)
Ken Kornberg, KKA
Tom Oslund, O&A
Chris Rousseau, MSA
Paul Johnson, MBJ

Bob Leonard, MAM
Rick Stanius
File

Eric Edlund, GME
Brian Morse
Sebesta Blomberg

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UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		March							March							March						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	Area A																					
Jamar-Tinners	Room buildouts 1st, & 2nd flrs.	x	x	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 ground floor heat	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		
Gorham-Oien	Branch lines 1st, & 2nd flrs.	x	x	x	x	x			x	x	x	x	x									
API	Install conduit & wire -1st flr.	x	x	x																		
API	Pull wire in pent #350	x	x	x	x	x			x	x	x											
API	Rough-in ground flr. Conduit											x	x			x	x	x	x	x		
	Area B																					
Jamar - Fitters	Install gr. Flr. Heat/cool	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Install 2nd floor heat															x	x	x	x	x		
Jamar - Tinners	Install duct in penthouse #300	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Pipe sanitary drains-pent #300	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Install lab waste/vent 1st&2nd	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Rough-in conduit 1st flr.															x	x	x	x	x		
API	Install panel & wire-pent #300	x	x	x	x	x			x	x	x	x	x									
Minute-Ogle	Frame int. walls - 2nd flr.	x	x	x	x	x																
Minute-Ogle	Frame wall at stair #2	x	x	x																		
Gorham-Oien	Install mains 1st & 2nd	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Com. Roof	Install lower concrete roof	x	x	x	x	x																
	Area C																					
HKL/Glassman	Frame curtainwalls at skylight								x	x	x	x	x									
HKL/Glassman	Glaze 2nd flr.A-line,9-14 line	x	x	x	x	x			x	x	x											
HKL/Glassman	Glaze 1st flr-C-line 12 to 13.2											x	x			x	x	x	x	x		
Jamar- Fitters	Install heat, ground flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar- Fitters	Install pent # 300 heat	x	x	x	x	x			x	x	x	x	x									
AGO	Install DI water gr. Flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Frame int. walls 2nd flr.								x	x	x	x	x									
Minute-Ogle	Frame ground flr.- int.walls															x	x	x	x	x		
	Area D																					
Harbor City	Brick stair # 4																	x	x	x		
API	Install panels, & switch gear	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar-Tinners	Install louvers				x	x			x	x	x	x	x									
Com. Roof	Install lower concrete roof								x	x	x	x	x			x	x	x	x	x		

**Field Report
No. 6**



Affiliated Engineers, Inc.
5802 Research Park Boulevard
Madison, WI 53719
Tel 608.238.2616 • Fax 608.238.2614

UMD – Swenson Science Building

01329-00

Name of Project

Project No.

Duluth, MN

February 24, 2004

Project Location, City, State

Date of Visit

Bart J. Kowalski

Report By

1 of 4

bjk

Copies

Page

Typist

Time of Visit: 02/24/04~10:30 AM – 3:15 PM

Weather Conditions: 35°F & Cloudy

Contacts: Bret Woodland Mortenson
Joe Kolodge Jamar

General Comments:

- 1) The specifications referenced on this field report are from the electronic version and may differ from the hard copy version (page and line references).
- 2) All of the MEP's being installed at this time look to be in good quality.
- 3) This field report is not all-inclusive and does not relieve the contractors from the contract documents.

Field Report

No. 5

00830-00

- 4) Walked the site to observe progress on addressing existing outstanding issues.
- 5) Walked the project site to review current installation progress.
- 6) Met with Joe Kolodge to review mechanical issues.
- 7) Looked at the issue of fitting the steam piping into the soffit over the road along with the location of the damper installation in the plenum at the Penthouse level.

Observations:

Item	Observations	Date Observed	Date Completed	Comments
2	The fan guards in the AHU's need to be painted Yellow. Refer to job specifications, 15000.3.6.B.	09/30/03		01/13/04~On going. Questions were raised regarding painting of covers on fume exhaust fans. Specification state covers to be yellow. 02/24/04~On going. BJK
3	The HRU on building A, the wood shims between the house keeping pad and the HRU need to be removed.	09/30/03		01/13/04~On going. 02/24/04~No change. BJK
5	Jamar's pipe fitter was directed to install condenser (tower) water supply piping to suction side of pumps (P-5 and P-6) as low as possible (minimum 6'-0" clear below) to maximize suction head pressure on pumps.	10/22/03		01/13/04~On going. Pumps not set.
6	Cooling tower vibration isolators are to be removed. These were not required by the specs, are unnecessary since towers are not mounted on the building, and the way they are installed appears to excessively point load the tower structure.	10/22/03		01/13/04~On going. 02/24/04~Contractor waiting for ice and snow to melt before resuming work. BJK
7	The ground floor toilet room has a vent pipe, which is supported by strut from the waste pipe. Refer to Specification 15020 3.1E.	11/06/03		01/13/04~Contractor shown specific area. 02/24/04~Work in progress. BJK
8	All Sanitary piping shall be properly protected with end caps and stored above grade per section 15100 1.5A.	11/06/03		01/13/04~On going issue though this site visit it appeared most piping was above floor grade. 02/24/04~Work in progress. BJK
9	Section 15550 requires ductwork in mechanical spaces to have vibration isolation hangars under certain specified conditions. Did not observe any isolation hangars being installed on ductwork in mechanical spaces in the penthouse area. Contractor needs to confirm hanging methods are meeting specification requirements.	12/05/03		01/14/04~Reviewed this issue with Jamar. 02/24/04~Work in progress. BJK

Field Report

No. 5

00830-00

Item	Observations	Date Observed	Date Completed	Comments
11	It was previously agreed that in order to have adequate trap height on condensate lines for AHU's and HRU's the floors will be cut out.	01/13/04	02/24/04	02/24/04~No need to track anymore, Contractor knows what needs to be done. BJK
12	Flexible duct insulation on supply duct risers was not being pinned in accordance with 15030-3.6F. The chase was being enclosed without duct being pinned. Concern that the flexible duct insulation may eventually separate at the seam and create a condensation problem. Contractor needs to address the issue as to how to remedy issue in existing enclosed chases.	01/13/04	02/24/04	02/24/04~Mortenson has pictures of this work completed. BJK
13	Rigid duct insulation on outside air duct risers not being properly pinned in accordance with 15030-3.6G.	01/13/04	02/24/04	02/24/04~Mortenson has pictures of this work completed. BJK
14	Trapeze hangars are to be used for all externally insulated ductwork. Observed branch supply ductwork using straphangers.	01/13/04		02/24/04~Work in progress. BJK
15	For insulated ductwork, trapeze hangers are to be external to the vapor barrier and rigid duct insulation installed between duct and unistrut per 15030-3.6B. Observed ductwork in Sections A and B on Ground Floor where hangers were being wrapped into vapor barrier.	01/13/04		02/24/04~Work in progress. BJK
16	Mechanical Penetrations: Per Section 15000 3.3, L and M: Seal non fire-rated floor penetrations with non-shrink grout equal to Embecco by Master Builders, or urethane caulk, as appropriate. Seal non-rated wall openings with urethane caulk.	1/13/04		02/24/04~Work in progress. BJK
17	Electrical Penetration: Per Section 16000 3.2, I and J: Seal non fire-rated floor penetrations with non-shrink grout equal to Embecco by Master Builders, or urethane caulk, as appropriate. Seal non-rated wall openings with urethane caulk.	1/13/04		02/24/04~Work in progress. BJK

Field Report

No. 5

00830-00

Page 4 of 4

Prepared by:

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Commissioning and Field Services
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H:\Projects\University of MN Duluth\01329-00 Science Building\General Information\Field Reports\Field Report #5 UMD 011404.doc

Mar	9 Dick	
	16 Bart	
	30 Bart	
April	13 Bart	
	27 Dick	
May	11 Bart	
	25 Bart	(possible conflict with Labor Day Monday)
June	8 Bart	
	22 Dick	
July	6 Bart	(possible conflict with 4th of July Holiday)
	20 Bart	
Aug	3 Bart	
	17 Dick	
	31 Bart	