



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 9, 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:

Greg Ewald	-UMD
Rick Stanius	-STANIUS JOHNSON architects
Dick Shea	-AEI
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 9, 2004. There was a review of the previous construction meeting minutes dated March 2, 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, questioned by the Architect the Contractor reported that they are on schedule.
- MAM** 2. Relative to item no. 2 of the previous meeting minutes, Contractor needs to update AEI's Field Report No. 6, as well as Architects Field Report No. 1, when items have been addressed by the Contractor.
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, 65, 67.1, 70, 71, 72, 73, 74, 75 and 76. **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.** Sheetmetal work is ongoing in build-out rooms on the first and second floors. Pipe and ductwork insulation is proceeding, all floors. Installation of ground floor heat will be complete by the end of this week. Electrical in-wall utilities continues. Sprinkling line installation on the first and second floors is proceeding this week. Electrical pulling of conductors in the penthouse should be complete this week. Electrical rough-in of the ground floor conduits will start the latter part of this week and continues through March. The mason is proceeding with brickwork, under heated cover, on the east elevation.
- MAM** ■ **Area B.** Installation of ground floor heating and cooling lines remains in progress. Installation of second floor heat is scheduled to start next week. Work on ductwork in the penthouse is ongoing. Piping of sanitary drains in the penthouse is also proceeding. Installation of lab waste and vent, first and second floors, is proceeding. Electrical rough-in conduit on the first floor will start next week. Electrical panel installation and wiring in penthouse will start next week. Installation of sprinkler lines on the first and second floors will be proceeding through March.
- MAM** ■ **Area C.** Framing curtain walls at the skylight will start next week. Glazing second floor windows, 14 line, will be complete the end of this week. Glazing first floor C line, 12 – 13.2, will start next week. Installation of heat on the ground floor is ongoing. Installation of penthouse heat will be complete the end of this week. Installation of DI water on the ground floor is proceeding. Interior steel stud wall framing on the second floor will be done this week with same schedule to start on the first floor next week. Contractor anticipates starting the soffit framing under the roadway the latter part of March. Framing of ground floor interior walls will start the latter part of next week.
- MAM** ■ **Area D.** Completion of face brick around Stair No. 4 is scheduled for the last week of March. Electrical installation of panels and switch gear is ongoing. Installation of louvers is proceeding. Roofing work on the lower concrete roof, weather permitting, is proceeding this week through the end of next week.
- MAM** 6. Relative to item no. 6 concerning PCO No. 121 regarding the thickness of the wood paneling, the Contractor was instructed to move forward immediately with a mock-up of the specified ¼" wood paneling.

Also as indicated in last weeks meeting minutes, the blocking that is scheduled by

Addenda for all of the paneling areas shall be put in at this time.

7. Relative to item no. 7 of the previous meeting minutes concerning submittals, architect is still awaiting the following from the contractor.

MAM, AEI

- 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 16th.

MAM

- 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 delivered by Jamar to MAM. This will be reviewed when the fit-out room is inspected on the 16th.

MAM

- Sun screens. The brackets have been installed. The Architect is awaiting samples of the perforated panel material.

MAM

8. With respect to the sun screens, Architect cautioned the Contractor to be sure to maintain a 3/8" clean gap, free of mortar, around the sun screen tube penetration through the face brick on all sides.

MAM

9. Relative to item no. 9 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**

10. Relative to item no. 10 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

11. Relative to item no. 11 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

12. Concerning item no. 12 of the previous meeting minutes, Dan indicated that shop drawings for the slate will be delivered to the Architects office shortly.

MAM

13. Concerning item no. 13 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. 14 of the previous meeting minutes concerning Johnson Controls System upgrade, the Design Team and Owner have received and are reviewing the submittal from Johnson Controls. The Commissioning Agent was also sent a copy. Bret is still waiting for a final recap letter Johnson Controls regarding this issue.
- Also, Contractor, on the same or separate letter, is to react to Greg's question if the duration of training needs to be changed.
- Also, in letter form, Johnson Controls needs to respond to the issue of the manner of providing over-ride controls.
- 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. 16 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.
- MAM** 17. Relative to item no. 17 of the previous meeting minutes, MAM needs to forward to the Design Team and Greg Ewald the information and cut-sheets on the support for the control wire cabling.
- SJA** 18. Relative to item no. 18 of the previous meeting minutes, Contractor requested that the Architect forward a CCD on the anticipated PR coming out for Handicap Modifications to the Labs.
- AEI** 19. Greg requested that Dick Shea look at the under slab conduit on the west exit door area of Area B.
- UMD** 20. The Owner is working on finalizing the updated equipment schedule. This will be forwarded through the Design Team to MAM shortly. This is in regards to Owner supplied equipment.
- MAM** 21. Discussion was held concerning the sprinkler system. The Contractor needs to review and confirm in writing requirement of NFPA for positioning of sprinkler heads positioned for obstructions such as ducts and lights. Reference 15280.3.2.M.
- Also, Architect indicated that he will expect that the position of the sprinkler head will be as close to the center of the ceiling tile as possible.
22. Dan had a concern with respect to the specified suspended acoustical tile ceiling grid. The narrow profile will make it difficult for installation of diffusers as well as radiant panels. Also, removal and replacement of the panels will be difficult with this suspended system. This will be reviewed on the 16th.
- 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, March 16, 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
 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

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	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
	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																		
AGO	Install in-wall utilities	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Install backingin walls-2nd flr.								x	x	x	x	x									
Gorham-Oien	Branch lines 1st, & 2nd flrs.	x	x	x	x	x																
API	Pull wire in pent #350	x	x	x																		
API	Rough-in ground flr. Conduit				x	x			x	x	x	x	x			x	x	x	x	x		
Harbor City	Lay brick at 18-line, 1st to roof	x	x	x	x	x			x	x	x	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			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			x	x	x	x	x		
API	Install panel & wire-pent #300	x	x	x	x	x																
Gorham-Oien	Install mains 1st & 2nd	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
	Area C																					
HKL/Glassman	Frame curtainwalls at skylight								x	x	x	x	x									
HKL/Glassman	Glaze 2nd flr. Windows 14-line	x	x	x	x	x																
HKL/Glassman	Glaze 1st flr-C-line 12 to 13.2								x	x	x	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																
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 int. walls 1st flr.								x	x	x	x	x									
Gorham-Oien	Install mains ground floor								x	x	x	x	x									
Minute-Ogle	Frame drive-thru soffit																				x	
Minute-Ogle	Frame ground flr.- int.walls												x			x	x	x	x	x		
	Area D																					
Harbor City	Brick stair # 4															x	x	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																
Com. Roof	Install lower concrete roof	x	x	x	x	x			x	x	x	x	x									