



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 23, 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
Paul Ham	-Sebesta Blomberg
Bart Kowalski	-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 23, 2004. There was a review of the previous construction meeting minutes dated March 16, 2004.

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

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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. 7, as well as Architects Field Report No. 2, 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, 61, 72, 73, 74.1, 75 and 76. **Contractor is to respond to these proposal requests as soon as possible.**
4. Disruption avoidance issues:
- Contractor anticipates to make the steam tie in the month of June.
- MAM** ▪ With respect to the skyway tie in to the existing building, Greg Ewald indicated that the penetration to the exiting building should take place after 5/17/04.
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.** Ventilation deck work build out in rooms on the first and second floors continues this week through the end of next week. Insulation of ductwork and piping on all floors is continuing and will proceed through April. Installation of in wall utilities, on the first and second floor, continues through the end of this week with test scheduled for next week. Backing and sheetrock, second floor, continues through the middle of April. Backing and sheetrock on the first floor is scheduled to start the beginning of next week. Pulling of light and receptacle conductors, first and second floor, will be complete the end of this week. Fire protection branch lines, ground floor, is scheduled to start next week. Brick work, Line L and 15, staging has started with brick work the latter part of this week and will continue through April. Installation of sills and washing of the brick work on the east elevation of the Research Wing will start the first week of April. Installation of north curtain wall is scheduled to start the latter part of the first week of April.
- MAM** ▪ **Area B.** Installation of ground floor heating and cooling continues through March into April. Installation of second floor heat will be substantially complete the end of next week. Duct work in the penthouse proceeds through this month into the first half of April. Piping of sanitary drains in the penthouse continues through mid-April. Installation of lab waste and vent, first and second floors, will be substantially complete the end of this week. Electrical rough-in conduit on the first floor continues this week through the end of next week. Installation of metal panels, one to nine lines, will start the first week of April.
- MAM** ▪ **Area C.** Framing of curtain walls at the skylight will be substantially complete, weather permitting, the end of this week. Glazing, second floor A Line, nine to eleven lines, will start and end next week. Glazing of second floor C Line will begin the first week of April. Electrical pulling of conductors and running cable tray on the ground floor will be complete by the end of this week. Installation of heating in the penthouse will begin and end next week. Work on heating on the second floor will begin the first week of April. Installation of DI water, on the ground floor, continues through April. Fire stand pipe work to the penthouse will be complete by the end of this week. Framing of the roadway soffit is scheduled

to start next week. Framing of ground floor interior walls will be complete by the end of this week. Installation of fire mains on the ground floor will be complete by mid week.

- MAM**
- **Area D.** Brick masonry work continues around Stair No. 4 and should be complete, weather permitting, by the end of this week. Electrical installation of panels and switch gear is ongoing. Installation of louvers is also ongoing. Built-up roofing on the lower concrete roof should be complete by the end of this week, weather permitting. Contractor anticipates starting flood coat and gravel, weather permitting, 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 1/4" 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.
- RBJ, MAM**
7. Relative to item no. 9 of the previous meeting minutes with respect to the sun screens, Contractor indicated that a sample of the screen will be delivered to RBJ tomorrow with a decision expected by RBJ by the end of this week.
- MAM**
8. Relative to item no. 10 of the previous meeting minutes with respect to corrective work anticipated for Stair No. 1 stringer, they are to notify Design Team for their inspection of the contemplated procedure.
- Also, RBJ would like the vertical leg on the "two ears" at the bottom of the stair removed, these are non-structural and can be eliminated. The horizontal plate is necessary.
- SB**
9. Relative to item no. 11 of the previous meeting minutes, the Commissioning meeting was held after this construction meeting. Minutes will be issued by Sebesta Blomberg.
- MAM**
10. Relative to item no. 13 of the previous meeting minutes concerning Johnson Controls System upgrade, attached to ASI No. 63 is a letter from Johnson Controls dated March 3, 2004. Their letter needs to be amended to indicate the items noted by AEI that have not been included, which are outlined in AEI's review comments of March 9, 2004. This was cover lettered back to MAM from SJA on March 15, 2004. In the same letter Johnson Controls is to indicate that they anticipate a 40-hour training session but will support a longer session, **as necessary and deemed by the Owner.**
- MAM**
11. Relative to item no. 14 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**
12. Relative to item no. 15 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, Greg Ewald**
13. Relative to item no. 16 of the previous meeting minutes, Brett indicated that he has forwarded to the Design Team information and cut-sheets on the support for the control wire cabling for AEI's review. Architect will forward a copy to Greg Ewald.
- MAM, SJA**
14. Concerning item no. 17 of the previous meeting minutes, Architect has issued a proposal request for the ADA modifications to the Labs. Presently the PR indicates the Research Wing. Shortly to follow will be the Teaching Wing. Contractor is to treat this, not only as a PR but also a CCD. f
- MAM**
15. Concerning item no. 18 of the previous meeting minutes with respect to under slab conduit west exit door Area B, Contractor is to increase the depth of the existing slab concrete cut to 1-1/2 inches. Concrete patch shall be non-shrink grout.

- UMD** 16. Concerning item no. 19 of the previous meeting minutes with respect to the updated equipment schedule, the Owner is still working on updating this schedule. Copy sent to Contractor and Design Team are simply reference copies and no action is required at the present time.
- RBJ, SJA** 17. With respect to item no. 21 of the previous meeting minutes concerning the suspended acoustical ceiling tile system, Architect has received samples of the proposed revision to the system from the Contractor and has send these to RBJ for consideration. Architect will advise Contractor by the end of this week.
- MAM, SJA** 18. Concerning item no. 22 of the previous meeting minutes, Architect has received emails from structural engineer concerning the securement of the grating on the catwalk in Area D. The grating, although heavy, will be required to be clipped down. Dan indicated that he believes that there is a standard clip provided by the manufacturer and he will send a cut sheet on this issue for the Design Team approval.
19. Relative to item no. 23 of the previous meeting minutes, Bob had a question concerning Stair No. 4 tie-in. Architect will review this with the Contractor.
- MAM** 20. John Rashid stated that the Owner requirement will be that the roadway shall be open to vehicular traffic on or before August 15, 2004.
- UMD, SJA** 21. With respect to mechanical and electrical inspections, MAM has issued a letter to Scott Holm requiring mechanical, electrical, as well as general inspections, of any wall systems prior to sheetrocking starting Area A. This is a standing request for inspection. The Building Code Officials are asked to check in with the General Contractor on their weekly visit to UMD to verify current areas requested for inspection prior to sheetrocking.
- All Contractors** 22. 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** 23. The next construction meeting will be held **Tuesday, March 30, 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-April							April						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11
	Area A																					
Jamar-Tinners	Room buildouts 1st, & 2nd flrs.	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		
AGO	Install in wall utilities, 1st & 2nd	x	x	x	x	x			t	e	s	t										
Minute-Ogle	Backing & sheetrock-2nd flr.	x	x	x	s	x			x	x	x	r	x			x	x	x	x	x		
Minute-Ogle	Backing & sheetrock-1st flr.								x	x	x	s	x			x	x	x	r	x		
API	Pull light & recpt. 1st & 2nd	x	x	x	x	x																
Gorham-Oien	Install branch lines - gr. Flr.								x	x	x	x	x									
Harbor City	Lay brick, L-line & 15-line		x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Harbor City	Set sills & wash brick															x	x	x	x	x		
HKL/Glassman	Install north curtainwall																		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																
API	Rough-in conduit 1st flr.	x	x	x	x	x			x	x	x	x	x									
HKL/Glassman	Install metal panels 1 to 9-line															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 to 11-line								x	x	x	x	x									
HKL/Glassman	glaze 2nd flr C-line															x	x	x	x	x		
API	Pull wire & run tray gr. Flr.	x	x	x	x	x																
Jamar- Fitters	Install heating - penthouse								x	x	x	x	x									
Jamar- Fitters	Install heating - 2nd flr.															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		
Gorham-Oien	Standpipe to penthouse			x	x	x																
Minute-Ogle	Frame drive-thru soffit								x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Frame ground flr.- int.walls	x	x	x	x	x																
Gorham-Oien	Install mains ground flr.	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																