



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 30, 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 30, 2004. There was a review of the previous construction meeting minutes dated March 23, 2004.

The following items were discussed and observations made:

SJA Architects

Architecture Interior Design Planning
stanusjohnson.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

o Duluth

1831 East 8th St.
Duluth, MN 55812
P 218.724.8578
F 218.724.8717

o St. Cloud

2035 15th St. N.
St. Cloud, MN 56303
P 320.253.2100
F 320.253.2269

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. 9, 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, 76, 78, 79, 80, and 80.1. **Contractor is to respond to these proposal requests as soon as possible.**
4. Disruption avoidance issues:
- Greg Ewald** ■ Contractor anticipates starting on the steam line the first week of June. The Contractor is questioning the time issue, whether the steam line will be down for the summer or if there are time constraints? Greg Ewald will advise.
- 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.** Ductwork is proceeding in room build out, first and second floors, through the end of this week. Ventilation work on room build outs, ground floor, will start Friday of this week and continue for at least the next three weeks. Duct and pipe insulation on all floors is continuing. In wall utilities on the first and second floors testing is scheduled for this week. Installation of second floor sheetrock is scheduled to start this Friday. Stocking and sheetrock work on the first floor is scheduled to start mid April. Pulling of electrical wire on the first floor continues through the end of next week. Pulling of wire on the ground floor is scheduled to start this Thursday and continue through mid next week. Installation of stand pipes in Stair No. 4 is scheduled to start and be complete next week. Brick work, Line L and 15, continues. Stone sills and washing of the brick is scheduled for next week. Glazing on the north curtain wall is scheduled to start mid April.
- MAM** ■ **Area B.** Heating and cooling line installation on the ground floor continues. Installation of second floor heat will be substantially complete by the end of next week. Installation of ductwork in penthouse 300 continues. Work on intake plenums in penthouse 300 will be complete by the end of this week. Room build out ventilation on the first and second floors is scheduled to start next Monday. Rough-in of utilities on the first floor is proceeding. Installation of lab waste, second floor, will be complete by the end of next week. Electrical conduit and pulling of wire on the first floor will be complete by the end of next week. Installation of metal panels, 1 to 9 Line, will start next week.
- MAM** ■ **Area C.** Glazing the curtain wall at the skylight will be complete by the end of this week. Glazing, second floor, A-Line 9 – 11, will start and end next week. Glazing of the first floor C Line will be complete by the end of this week. Electrical conduit on the ground floor is scheduled to start mid next week. Installation of heating on the ground floor will start April 12. Work on the second floor heating lines will be complete by the end of this week. Installation of DI water, on the ground floor, is

proceeding. Installation of sprinkler mains on the ground floor will be complete by the end of this week.

- MAM**
- **Area D.** Installing of lift rings on the electrical manhole will be complete this week. Wiring of the generator is scheduled to start on Monday and be complete by Wednesday or Thursday. Installation of the remainder of the louvers is scheduled 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.

7. Relative to item no. 7 of the previous meeting minutes, RBJ has selected the sun screen mesh.

- MAM**
8. Relative to item no. 8 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.

- MAM**
9. Relative to item no. 10 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**
10. Relative to item no. 11 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**
11. Relative to item no. 12 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**
12. Relative to item no. 13 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**
13. Relative to item no. 14 of the previous meeting minutes, Design Team has forwarded PR No. 81 and 81.1 to the Contractor for the ADA modifications.

- UMD**
14. Relative to item no. 16 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.

- MAM**
15. Relative to item no. 17 of the previous meeting minutes with respect to the acoustical tile ceiling system, Contractor was instructed to remove and replace approximately half of the prototype lab ceiling with the specified Clima-Plus Mars tile. This will be reviewed with Design Team and Owner after this is done.

- MAM, SJA** 16. Relative to item no. 18 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.
17. Relative to item no. 19 of the previous meeting minutes, Bob had a question concerning Stair No. 4 tie-in. Architect will review this with the Contractor.
- MAM** 18. Relative to item no. 20 of the previous meeting minutes, John Rashid stated that the Owner requirement will be that the roadway shall be open to vehicular traffic on or before August 15, 2004.
- MAM** 19. Brett had a question on the location of the gas vents with respect to air intake exhaust locations. Field inspection of this item was done 3/31/04 with Design Team, Brett and Bob. Contractor is to confirm, through his sub, the venting height requirements.
- Tentatively, picking the vent pipe up at a 90, moving it across the roof into the field with mechanical styrofoam block supports is anticipated.
- SJA** 20. Architect will be issuing a proposal request to delete a number of access panels over the roadway soffit.
- AEI** 21. Mechanical engineer is to look at relief air for the heater blowing into the roadway soffit.
- MAM** 22. Greg Ewald brought up a point that they will need a 40-day notice for notifying MPCA prior to starting or testing the generator.
- MAM** 23. Greg indicated that the Contractor must be sure that the roof is properly flashed down and sandwiched in between the roof drain bowl and the upper clamping ring. Relying on flood coat is not acceptable.
- All Contractors** 24. 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** 25. The next construction meeting will be held **Tuesday, April 6th, 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[®]		Mar-April							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	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Area A																					
Jamar-Tinners	Room buildouts 1st, & 2nd flrs.	x	x	x	x	x																
Jamar-Tinners	Room buildouts gr. Flr.					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		
AGO	Install in wall utilities, 1st & 2nd	t	e	s	t																	
Minute-Ogle	Drywall 2nd flr.					x			x	x	x	x	x									
Minute-Ogle	Stock & drywall 1st flr.											s								x	x	
API	Pull wire 1st flr.			x	x	x			x	x	x	x	x									
API	Pull wireground flr.				x	x			x	x	x											
Gorham-Oien	Install stacks stair #4								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	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		
Jamar - Tinners	Intake plenums Pent. #300	x	x	x	x	x																
Jamar - Tinners	Room buildouts, 1st, & 2nd flrs.								x	x	x	x	x			x	x	x	x	x		
AGO	Rough-in utilities 1st flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Install lab waste 2nd flr.	x	x	x	x	x			x	x	x	x	x									
API	Conduit & pullwire 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			x	x	x	x	x		
	Area C																					
HKL/Glassman	Glaze curtainwall at skylight		x	x	x																	
HKL/Glassman	Glaze 2nd flr A-line 9 to 11-line								x	x	x	x	x									
HKL/Glassman	Glaze 1st flr. C-line	x	x	x	x	x																
API	Conduit ground flr.										x	x	x			x	x	x	x	x		
Jamar- Fitters	Install heating - ground flr.															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	Install mains ground flr.	x	x	x	x	x																
	Area D																					
API	Install lift rings on manhole	x	x																			
API	Wire generator								x	x	x											
Jamar-Tinners	Install louvers								x	x	x	x	x									