



## 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:** **April 13, 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  
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, April 13, 2004. There was a review of the previous construction meeting minutes dated April 6, 2004.

The following items were discussed and observations made:

#### SJA Architects

Architecture Interior Design Planning  
staniusjohnson.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 46.2, 61.1, 72, 73, 74.1, 75, 76, 78, 79, 80, 80.1, 81, 81.1, 82, 83, and 84. **Contractor is to respond to these proposal requests as soon as possible.**
4. Disruption avoidance issues:
- MAM** ■ Contractor anticipates starting on the steam line the first week of June. Greg Ewald indicated that there are no time constraints because the line will be down, but he is asking the Contractor for a construction time window from start to finish for this work.
- 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:
- MAM** ■ 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.** Room build outs on the ground floor, for the tinnners, continues. The tinnners are also installing plenum floors in penthouse 350 this week and next week. Tinnners are also installing fume hood ductwork on the second floor through out the next three weeks. Ductwork and pipe insulation is proceeding on all floors. Installation of ground floor condensate lines will start next week. First and second floor heating line work will begin next week. Drywall installation is proceeding on the second floor and will be substantially complete by the end of this week. The Contractor will then start taping and sanding of the second floor sheetrock beginning next week. Stocking of drywall on the first floor is proceeding at this time with installation of first floor drywall to start the latter part of this week and continue through the next three weeks. Installation of lapped siding on the penthouse exterior is proceeding through the end of next week. Electrical pulling of wire on the first floor will be complete by the end of this week. Brick masonry work, Line L and 15, will be complete by the end of this week. Setting of window sills and washing of the brick continues through the end of next week. Elevator installation will start Tuesday of next week. Glass installation, north curtain wall, is scheduled for the latter part of April.
- MAM** ■ **Area B.** Installation of ground floor heating and cooling continues through the end of next week. Installation of penthouse 350 hangers will start the end of April. Room build-outs on the first floor for the tinner continues through the end of next week. Installation of duct mains in the penthouse is proceeding through the next three week. Testing of storm drains and waste line continues through the end of this week. Rough in of first floor mechanical is continuing through the end of next week. Rough in of mechanical on the second floor is continuing through the end of April. Perma barrier, north penthouse 350, work proceeds through the end of April. Electrical cable tray and pulling of wire on the first floor will be substantially

complete the end of this week. Electrical rough in conduit in penthouse 350 will continue through the end of April. Work on the feature wall will start mid this week through the end of next week. Installation of metal panels, 1 to 9 Line, continues through April.

**MAM**                   ▪ **Area C.** Glazing the curtain wall at the skylight will start mid next week through the end of the month. Electrical rough in conduit on all floors will start the last week of April. Installation of heating lines on the ground floor is continuing. Installation of heating lines on the second floor will be substantially complete by the end of this week. Mechanical rough in on the ground floor will be substantially complete the end of this week. Installation of exterior stone, contingent on delivery, is scheduled to start next week.

**MAM**                   ▪ **Area D.** Installation of decking on the skyway roof will be complete by mid week. Electrical pre-testing of equipment is scheduled to start next week. Installation of louvers continues through out the next three weeks. Flood coat and aggregate on the lower roof is proceeding. Installation of glass at the skyway is scheduled to start mid 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.

Contractor stated that they can not hit the April 27<sup>th</sup> requested date for the mock-up. The panels are at least 5-weeks out for delivery.

**MAM**                   7. Relative to item no. 7 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**                   8. Relative to item no. 8 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.

**SJA, MAM**           9. Relative to item no. 9 of the previous meeting minutes regarding the toilet accessories, Greg Ewald has returned to the Architect some requested changes to toilet accessories. The Architect will issue a proposal request for these changes. The Contractor has noted that the soap dispensers will need to be mounted along side the mirror and as such will not be over the sink. This item will be reviewed.

**MAM**                   10. Relative to item no. 10 of the previous meeting minutes concerning the cut sheets on the support for the control wire cabling, AEI has reviewed and requested resubmittal.

**UMD**                   11. Relative to item no. 11 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**                   12. Relative to item no. 13 of the previous meeting minutes regarding the hold down clips for the grating on the walkways at the roof, Architect indicated that the standard clips provided by the manufacturer will be acceptable.

- Facilities Mgmt., SJA, MAM** 13. Relative to item no. 15 of the previous meeting minutes, discussion was held concerning the Owners requirement to open the roadway to vehicular traffic on or before August 15, 2004. Dan has requested a meeting with the Owner and Architect to discuss this issue.
- MAM** 14. Relative to item no. 16 of the previous meeting minutes regarding the gas vent locations relative to the air intake exhaust louvers, Bret will be issuing an RFI on this issue.
- MAM** 15. Relative to item no. 17 of the previous meeting minutes regarding the access panels at the roadway, Architect has issued a proposal request to delete a number of access panels. Greg Ewald asked that the Contractor confirm that there are no junction boxes or other items that will require access panels which would not be serviceable from the scheduled access panels in the proposal request.
- Greg Ewald, Bob Braun** 16. Relative to item no. 21 of the previous meeting minutes, Greg Ewald indicated that he has a number of samples of typical acids which will be used within the labs. He would like to arrange with the Contractor for a time to test the retroplate floor finish with respect to these chemicals. This item will be coordinated between Greg Ewald and Bob Braun.
- MAM** 17. Relative to item no. 23 of the previous meeting minutes, Dan Pennington questioned the Architect regarding the room finish schedule which apparently indicates a sealed concrete in Corridor 200. This item will be reviewed. The Architect noted that the desire is that the retroplate system is used throughout the entire Corridor system.
- SJA, MAM** 18. Relative to item no. 24 of the previous meeting minutes, Architect will be issuing (tomorrow) a proposal request for firestopping of all piping, combustible and non-combustible, on the second floor. It will also include floor infill at the air shafts and stair shafts.
- SJA** 19. Concerning item no. 26 of the previous meeting minutes with regards to Greg Ewalds request for chemical resistance of the specified finish on the wood casework, Architect will request this information from the casework supplier. It is noted that the casework is specifically designed and intended for this use. Hopefully the submittal will clarify any concerns and questions that the Owner has.
- MAM** 20. Architect walked the first floor Research Wing with Brett to inspect the urethane caulk at the pipe penetrations. The work is substantially complete. There were a few pipes that the Contractor needs to address prior to sheetrocking and Architect pointed these out to Brett.
- AEI** 21. The Design Team has forwarded the requested information to the Owner for Owner purchase of the Chiller. AEI will be submitting, through the Architects office, a proposal request for MAMs work responsibility with regard to this issue.
- 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, April 20th, 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

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**

<b>MORTENSON<sup>®</sup></b>		April							April							April						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
<b>Contractor Responsible</b>	<b>ACTIVITY</b>	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2
	Area A																					
Jamar-Tinners	Room buildouts gr. Flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar-Tinners	Install plenum flrs.-Pent #350		x	x	x	x			x	x	x	x	x									
Jamar - Tinners	Install fume hood duct-2nd flr.	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 gr. Flr.-Condensate lines								x	x	x	x	x									
Jamar - Fitters	1st&2nd flr.heating - copper								x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Drywall 2nd flr.	x	x	x	x	x																
Minute-Ogle	Tape-sand walls 2nd flr.								x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Stock & drywall 1st flr.		s	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Install lap siding-pent. Ext.	x	x	x	x	x			x	x	x	x	x									
API	Pull wire 1st flr.	x	x	x	x	x																
Harbor City	Lay brick, L-line & 15-line	x	x	x	x	x																
Harbor City	Set sills & wash brick	x	x	x	x	x			x	x	x	x	x									
Otis Elevator										x	x	x	x			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									
Jamar - Fitters	Install pent.350 hangars															x	x	x	x	x		
Jamar - Tinners	Room buildouts -1st flr.	x	x	x	x	x			x	x	x	x	x									
Jamar - Tinners	Install duct mains in penthouse	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Test storm drains&waste lines	x	x	x	x	x																
AGO	Rough-in 1st floor	x	x	x	x	x			x	x	x	x	x									
AGO	Rough-in 2nd floor	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Perma-barrier-north pent.#350		x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Cable tray&pull wire-1st flr.	x	x	x	x	x																
API	Rough-in conduit -Pent. #350	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
No. Erectors	Install feature wall			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			x	x	x	x	x		
	Area C																					
HKL/Glassman	Glaze curtainwall at skylight									x	x	x				x	x	x	x			
API	Rough-in conduit, all flrs.															x	x	x	x	x		
Jamar- Fitters	Install heating - ground flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar- Fitters	Install heating - 2nd flr.	x	x	x	x	x																
AGO	Rough-in ground floor	x	x	x	x	x																
Harbor City	Install ext. stone								x	x	x	x	x			x	x	x	x	x		
	Area D																					
No. Erectors	Install decking on skyway roof	x	x	x																		
API	Test equipment								x	x	x	x	x									

**UMD Science Building Project #031007  
3 Week Schedule**

<b>MORTENSON<sup>®</sup></b>		April							April							April						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
<b>Contractor Responsible</b>	<b>ACTIVITY</b>	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2
	Area A																					
Jamar-Tinners	Install louvers	x	x										x			x						
Com. Roofing	Flood coat&aggr. Lower roof		x	x	x																	
HKL/Glassman	Install glass at skyway			x	x	x			x	x	x	x	x									