



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 26, 2005**

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**
Extended to January 31, 2005

PRESENT: Greg Ewald -JMD
Brian Morse -STANIUS JOHNSON architects
Glenn VanHeel -M.A.Mortenson
Mike Beer -M.S.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, April 26, 2005. There was a review of the previous construction meeting minutes dated April 12, 2005.

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

1. Relative to item no. 1 of the previous meeting minutes, questioned by the Architect the Contractor stated that they are on schedule for the reconstruction of the Research Wing.
2. Relative to item no. 2 of the previous meeting minutes concerning punch listing, Architect has performed Substantial Completion Punch List No. 2 (Final Inspection) on the Teaching Wing. MAM is editing down the Punch List at the present time.

Mechanical and electrical has conducted their Substantial Completion Punch List No. 2.

An additional site punch list has been generated.
3. Relative to item no. 3 of the previous meeting minutes, because a decision has been made for wood paneling replacement in the Commons Area, the temporary dust/traffic barrier between the Teaching Wing and the Research Wing will be removed and permanent doors installed.
4. Progress to date:
 - Training is ongoing.
 - For detail dates of work items in progress, or anticipated, see attached short term schedule. This schedule is contingent on weather conditions.
 - **Area A – Deconstruction/reconstruction**
 - **Ground Level.** The elevator has been punch listed. Vinyl base installation is proceeding. Installation of glass at the Lab doors is ongoing.
 - **Level One.** Fume hoods and auto claves are being insulated. Lights in the Lab areas are being installed. Testing of the water and air balancing is ongoing. GRD are being installed. Above ceiling inspection is scheduled for the 27th. ACT border and pad out is scheduled for this week. Grinding of the floor in Corridor 100G&H is ongoing all week, in addition to vinyl base and carpet. Cleaning and waxing of all vinyl floors is ongoing through this week. Demolition of the paneling at the Commons Area and Stair No. 2 is scheduled through this week.
 - **Level Two.** Installation of casework is scheduled through next week. Installation of casework countertops is scheduled through next week. Autoclave installation and final hookup is to be complete this week. Installation of under cabinet lights will continue through next week. Installation of all electrical plug molding is scheduled through next week. Installation of sinks and faucets is scheduled through next week. Grinding of the floor to bridge should be complete this week. Patching of the ceiling grid and tile is scheduled for next week.
5. Relative to item no. 5 of the previous meeting minutes regarding the access to “P” traps for the cup sinks, Architect will be meeting with Greg Ewald, Don Knipe and Scott Holm to review this issue.

The plumbing inspector is requiring access and the above mentioned meeting is to coordinate specific requirements and locations for access panels.
6. Relative to item no. 6 of the previous meeting minutes regarding the State Elevator Inspector Report, Glenn indicated that all items have been completed.

SJA, AEI,
MAM

MAM

MAM

SJA,
Facilities
Mgmt

- MAM, Facilities Mgmt**
7. Relative to item no. 7 of the previous meeting minutes regarding the 3/4" oak wood veneer plywood installation in the Commons Area and Stair No. 2, Bruce Gingerich has contacted the Architect and has indicated the University Building Inspection Department will be requiring non-combustible construction behind the plywood. It was agreed that a 1/2" layer of gypsum board will be installed under the 3/4" plywood.
- ALL**
8. Relative to item no. 8 of the previous meeting minutes, the University is maintaining security presence inside the building, including, but not limited to, full-time security camera surveillance.
- With respect to building closure and/or security at the end of the work day, and during the weekend, Contractor cautioned that the building is under positive pressure because fume hood balancing is not yet complete in the Research Wing but is substantially complete in the Teaching Wing. This means that if personnel leave through an exit door and do not turn and make sure that the door has positively latches behind them, the positive pressure in the building could inadvertently leave the door unlatched. This is extremely important that all personnel, including Contractor and all University personnel be aware of this issue since it can, and will, compromise building security.**
- AEI, SJA**
9. Relative to item no. 9 of the previous meeting minutes regarding the generator stack testing, the stack test took place Tuesday, April 19th, and was approved. However, there is a concern regarding the temperature rise and its effect on the adjacent dampers. This item is being reviewed by AEI and Architect.
10. Relative to item no. 10 of the previous meeting minutes with respect to the elevator ladder extension, the installation is complete.
- MAM**
11. Relative to item no. 11 of the previous meeting minutes, Architect forwarded to Greg Ewald the MAPS sheets received from MAM. Dan Pennington stated that their submission is not complete. Architect requested that the Contractor submit a complete packet so that Architect can forward to the Owner a complete document at the end of the project.
- MAM**
12. Concerning item no. 12 of the previous meeting minutes regarding the compilation of all Inspector and Code issue items, Mike Beer indicated that all items have been combined onto the punch matrix, and identified as Code Inspector issues.
- MAM**
13. Relative to item no. 13 of the previous meeting minutes, Architect asked the Contractor to add to the Punch List to be sure that all shelving conditions where the shelving cantilever butts one to another shall be clipped underneath in such a fashion that the shelving elevation between one shelf and the other remains constant. Glenn said that these are ordered.
14. Relative to item no. 14 of the previous meeting minutes, Architect received from the Owner and delivered to the Contractor this day the Owners signed "built-up" Roofing System Warranty. This needs to be returned from the Manufacturer as soon as possible.
- MAM, SJA**
15. Relative to item no. 15 of the previous meeting minutes regarding the bird control, the installation has been completed and is successful. The Architect and Contractor will review the options with respect to ice control.
- MAM, API, Chuck Bosell**
16. Relative to item no. 16 of the previous meeting minutes regarding the phone jack locations, API and Chuck Bosell are to meet and resolve this issue.

- MAM** 17. Relative to item no. 17 of the previous meeting minutes regarding the turning over of the MPCA site permit to Max Gray, Greg Ewald submitted the paperwork to Architect and Contractor. As of May 2nd, 2005, the MPCA compliance will be the responsibility of Max Gray Construction.
- SJA, Scott Holm** 18. With respect to item no. 18 of the previous meeting minutes concerning Scott Holms items relative to Stair No. 2 and the Corridor 50, the materials have been ordered for the stair and Architect will be reviewing with Scott a solution for the ceiling unit heater.
- MAM** 19. Relative to item no. 19 of the previous meeting minutes regarding the grinding of the second floor Commons Area, this work is proceeding and will be reviewed on an ongoing basis by Architect.
20. Relative to item no. 20 of the previous meeting minutes regarding the elevator phone numbers, the issue has been resolved. Greg Ewald indicated that Otis is to be the contact person for all repair work up through the Warranty.
21. Relative to item no. 21 of the previous meeting minutes regarding the supplier's letter documenting the flame spread rating for the new wall panels, this issue has been resolved.
- MSA** 22. Relative to item no. 22 of the previous meeting minutes regarding the Contractors Material and Test Certificate for the fire protection line, this item still requires testing to 200 PSI for two-hours. The test must be made from the valve location into the building.
- All Contractors** 23. 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 next week Tuesday, May 3rd, 2005 at 1:30 p.m.**

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.



Brian Morse, AIA
bsa

attachment

cc: John Rashid, UMD
Jim Riehl, UMD

Bruce Gingerich, UofM – (mail)
Scott Holm, UofM – (mail)

Stephanie Goke, AEI
Michael Ross, RBJ
Tiffany Nash, RBJ
Dan Murphy, MBJ
Bob Leonard, MAM
Rick Stanius
File

Ken Kornberg, KKA
Tom Oslund, O&A
Chris Rousseau, MSA
Paul Johnson, MBJ
Eric Edlund, GME
Brian Morse
Sebesta Blomberg

F:\01023 UMD Science Building\Administration\Construction\04-26-05 CMM.doc



Swenson Science Building Vandalism Repair

Thursday, April 28, 2005

3 WEEK LOOK-AHEAD SCHEDULE 4-25-05

April 2005 Vandalism Schedule	week of 4-25						week 5-2						week of 5-9						week of 5-16						NOTES	
	M	Tu	W	Th	F	S	M	Tu	W	Th	F	S	M	Tu	W	Th	F	S	M	Tu	W	Th	F	S		
	25	26	27	28	29	30	2	3	4	5	6	7	9	10	11	12	13	14	16	17	18	19	20	21		
Training																										
Session #2 - Fans & Coils																										Training by Jamar/SVL
Session #1 - Humidifiers/Ceiling Panels																										Training by Jamar/Carlson
Session #5 - Pumps/Water Heating Eqmt																										Training by Jamar/Mulcahy
Session #6 - VAC/CA/DI Water/Sanitary System																										Training by Jamar/O'Brien
Session #8 - VFD's																										Training by Jamar/Danfoss
Session #9 - Controls	4	4		4	4																					Training by Jamar/JCI/SVL
Session #10-Electrical equipment			8																							
Ground Level																										
Elevator Inspector punch punch list [remove conduit]	X	X																								
Vinyl base	X	X																								
Punch list update [everyone]	X	X	X																							
Site work grading and sodding							X	X	X	X	X		X	X	X											
Touch up paint on walls							X	X	X	X	X															
install glass at doors	X	X	X	X	X																					
Level 1																										
Insulate fume hoods and autoclave	X	X																								
Lights in lab areas to be installed	X	X																								
Fix stair railing							X	X	X	X	X															
Curtain wall replacement							X	X	X	X	X															
Test water and air [balance]	X	X	X	X	X																					
Install G.R.Ds	X	X																								
Above ceiling inspections			X																							
Install A.C.T borders]	X	X	X	X	X																					
Install A.C.T Pad out ceiling				X	X		X	X																		
Grind floor in corridor #100G / #100H and A wing floors	X	X	X	X	X																					
Vinyl base and carpet	X	X	X	X	X		X	X																		
Clean and wax vinyl floors			X	X	X																					
Demo paneling at commons area and at stair #2	X	X	X	X	X																					
Install wood panel																		X	X	X	X	X				
Level 2																										
Install casework	X	X	X	X	X		X	X	X																	
Install counter tops	X	X	X	X	X		X	X	X																	
Install autoclave. Final hook-up	X	X	X																							
Insulate fume hoods and autoclave	X	X																								
Under cabinet lights				X	X		X	X	X	X	X															
Plug molding				X	X		X	X	X	X	X															
Install sinks and faucets	X	X	X	X	X		X	X	X																	
Grind floor at bridge	X	X	X	X	X																					
Patch in ceiling grid and tile							X	X	X																	
Doors, hardware and crash rail					X		X	X	X	X	X															