



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: **May 17, 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: Rick Stanius -STANIUS JOHNSON architects
Glenn VanHeel -M.A.Mortenson
Mike Beer -M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, May 17, 2005. There was a review of the previous construction meeting minutes dated May 10, 2005.

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
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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.

Contractor stated that the AEI is conducting their final inspection of the Research Wing and the Teaching Wing starting yesterday, through today. Architect will conduct their pre-final inspection of the Research Wing starting tomorrow at 1:00 pm and extending through Thursday if necessary.

2. Relative to item no. 3 of the previous meeting minutes, Contractor is targeting May 20, 2005 for issuance of the Certificate of Substantial Completion. There will be an occupancy inspection by the Owner on May 25, 2005.
3. Progress to date:

MAM

- **Area A – Deconstruction/reconstruction**
- **Testing.** Testing is proceeding.
- **Ground Level.** Elevator inspection, by the State Elevator Inspector, was conducted on May 11/12, 2005. Contractor is addressing the State Inspectors punch list items. Punch list updating by the subcontractors is ongoing. Site work and grading and sodding will start next week. Final cleaning is proceeding. Contractor is ready for final mechanical inspection and pre-final architectural inspection. As noted above.
- **Level One.** Final paint touch-up is proceeding. Painting of stairs will start now that the stair guard rail mesh has been repaired. This would include all finishes on Stair No. 3. Curtain wall replacement is ongoing. Final cleaning is proceeding. Contractor is ready for final mechanical inspection and pre-final architectural inspection. As noted above.
- **Level Two.** Grinding and polishing of the concrete floors is proceeding. Final paint touch-up is proceeding. Final cleaning is proceeding. Contractor is ready for final mechanical inspection and pre-final architectural inspection. As noted above.

Greg Ewald

4. Greg will send the Architect a list of site buried utilities.

MAM

5. Relative to item no. 6 of the previous meeting minutes concerning the access to “P” traps for the cup sinks, this work is ongoing.

ALL

6. Relative to item no. 7 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** 7. Relative to item no. 8 of the previous meeting minutes concerning the generator stack run-up, this took place on April 19th, and was approved. There is an issue regarding the temperature rise when the load bank is brought online. The adjacent dampers will need to be addressed by AEI.
- Architect has communicated to Jeff Parker to be discussing this issue with Jamar and the louver manufacturer.
- MAM** 8. Relative to item no. 9 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, Barrett** 9. Relative to item no. 11 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.
10. Relative to item no. 12 of the previous meeting minutes concerning phone jack locations, Greg Libby indicated that he has addressed four locations identified by Chuck Bosell.
11. Relative to item no. 14 of the previous meeting minutes concerning painting of the stair tread lights in Stair no. 2, the electrical contractor pointed out that the frames are a sealed unit to the glass and it is not practicle to repaint.
- MAM** 12. Relative to item no. 15 of the previous meeting minutes, Architect is requiring the repair or replacement of the floor grating of the entire bridge.
- Greg Ewald, Dave Stringfield** 13. Relative to item no. 17 of the previous meeting minutes, Architect has sent to Dave Stringfield the generator room sprinkler calculations and has not heard a response.
- MAM, UMD Facilities** 14. Relative to item no. 19 of the previous meeting minutes, a document from AEI establishes the attic stock that the Contractor needs to use as a check list. These items need to be inventoried by the Owner and signed off as they are received.
15. Relative to item no. 20 of the previous meeting minutes, Greg will begin moving materials into the building starting June 6th.
- All Contractors** 16. 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** 17. **The next construction meeting will be held next week Tuesday, May 24th, 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.



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)
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