



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 25, 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
Bob Braun -M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, May 25, 2004. There was a review of the previous construction meeting minutes dated May 18, 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
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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. 11 as well as Architects Field Report No. 4, 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 61.2, 82.1, 83, 85, 86, 90, 92, 93, 94, and 95. **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.
- Greg Ewald indicated that the subcontractor is intending on installing 20+ mechanical joints. The line indicated to be welded. Contractor is to review this with their subcontractor, and if necessary issue and RFI for engineers review and consideration to approve mechanical joints.
- 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 6/07/04.
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.
 - **Area A.** Insulating of ductwork and piping is proceeding, all floors. Ventilation ductwork room build outs is proceeding on the ground floor. First floor heating is continuing through the end of this week. Ground floor heating is continuing through the end of next week. Utility work, including pipe labeling, first and second floor, continuing through the end of this week. Priming and painting of walls on the first floor is proceeding through the end of next week. Installation of suspended acoustical tile grid will start next week on the second floor. Setting of rails for car no. 2 is scheduled to start this week. Electrical pulling of control wire on the first floor continues through the end of next week.
- MAM**
- **Area B.** Work on first and second floor heating will start next week. Ductwork room build outs on the second floor is ongoing. Installation of stainless steel fume hood ductwork on the first floor is proceeding. Installation of lapped siding on the penthouse is ongoing. Taping and sanding of the sheetrock on the first floor will continue through mid next week. Priming and painting of the first floor will start immediately thereafter. Application of second floor dry wall is continuing through the end of next week. Electrical second floor cable tray lighting and alarm continues through the end of this week. Electrical first floor control wiring will start next week.

- MAM** ▪ **Area C.** Drywall work is proceeding in penthouse 300. Framing of the roadway soffit is scheduled to start the first week of June. Heating ground floor steam is ongoing through the first week of June. Excavation for underground utilities for the cooling tower continues through the end of next week. Underground piping to the cooling tower continues through the end of this week. Installation of exterior stone is ongoing. Work on ventilation room build outs, first floor, is proceeding. Installation of waste and vent, first floor, continues through the end of next week. Installation of utilities, second floor, is proceeding. Electrical first floor cable tray lighting and alarm is proceeding through the end of next week. Electrical ground floor cable tray lighting and alarm will start the first week of June.
- MAM** ▪ **Area D.** Electrical rough in, first floor walls, will be complete by the end of next week. Installation of cable tray and fire alarm will be complete by the end of next week. Glazing of the skyway link, first floor, will be complete mid next week. Allworth tunnel steam connection is scheduled for the first week of June. Placement of concrete treads and landings, Stair No. 4, is scheduled for the end of this week.
- MAM** 6. Greg Ewald instructed the Contractor to submit required "Request for Inspection" form work to Codes division prior to framing the soffit. All work should be complete prior to that notification, including insulating and testing of the lines.
- MAM** 7. Architect is in receipt of the requested documentation on Contractor provided x-ray photography of the steam line joints. This work is ongoing and further documentation, as testing is completed, needs to be forwarded to Architect and Owner.
- MAM** 8. Relative to item no. 6 of the previous meeting minutes, Architect requested that the Contractor forward, as soon as possible, the results of duct testing, all floors completed.
- MAM** 9. Relative to item no. 7 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 the panels have been received. Area needs to be rocked and then the mockup will be installed.
- MAM** 10. 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.
- MAM** 11. Relative to item no. 9 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.
- John Rashid** 12. Relative to item no. 10 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. The Contractor has submitted their modified proposal to John Rashid for Owner review and consideration.
- MAM** 13. Relative to item no. 11 of the previous meeting minutes, the Design Team has forwarded the selected silver paint color to MAM.

- MAM** 14. Relative to item no. 12 of the previous meeting minutes with respect to slate delivery, Contractor reported that they have received four of the scheduled nine shipments.
- Greg Ewald, SJA** 15. Relative to item no. 13 of the previous meeting minutes, there was a question with regard to card readers. The Contractor needs to know power requirements. The card readers have been roughed in and the card reader itself is furnished and installed by the University. A meeting has been set for 1:00 pm tomorrow to clarify this issue with the Owner as well as the projectors.
- Greg Ewald** 16. Relative to item no. 14 of the previous meeting minutes concerning delivery of the Owner purchased second cooling tower, Dan wanted to be clear that they would like to have that cooling tower as soon as possible. A fall delivery will impact their site work. Contractor is requesting that Owner expedite delivery. Greg stated that the cooling tower has been ordered. Contractor requested a delivery date.
- MAM** 17. Relative to item no. 15 of the previous meeting minutes, Contractor indicated that a vandal was in the building and threw a bucket of perma barrier primer off of the building. When it hit the ground the bucket opened and splashed the primer up against the brick and louver. The Contractor will attempt to remove the primer.
- Architect strongly recommends that the Contractor attempt to remove the primer as soon as possible so that it doesn't get baked onto the surface.
- MAM** 18. Relative to item no. 17 of the previous meeting minutes, Bob and undersigned reviewed the Design Team and Contract Document requirement to hold the wall framing at the feature wall to the back side of the structural tubing.
- SJA** 19. Relative to item no. 18 of the previous meeting minutes, Architect is reviewing Contractor's submittal and the specification on the two entry floor mats.
- MAM** 20. Owner requested that the Contractor schedule a meeting with the masonry subcontractor to discuss the issues outlined in recently submitted letter to the General Contractor.
- MAM** 21. With respect to Construction Change Directive No. 3, John Rashid authorized the Contractor to proceed with the DI water. This will be included in the next change order.
- MAM** 22. The Contractor had a question on the dimension of the guardrail on the backside of the feature wall. Architect pointed out the wall section in the Contract Documents that gives him this dimension.
23. Aluminum interior window stool installation was reviewed by Architect and approved, contingent that the joint on the interior section of the aluminum be lifted just slightly higher than the outboard section. Also, the vertical mullion dimension will be taken care of by slightly relieving the sill as it touches this member.
- It was pointed out by the Subcontractor and the General Contractor that these aluminum window sills are decorative and are not intended to be sat on, stepped on, or any heavy weighted object placed on them.

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, June 1st, 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

MORTENSON[®]		May							June							June						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13
	Area A																					
Neuman Insulation	Insulate duct, & pipe-all areas	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Jamar - Tinnars	Rm buildouts - ground flr.	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Jamar - Fitters	1st floor heating-hot water	x	x	x	x	x																
Jamar - Fitters	Ground flr. Heating- steam	x	x	x	x	x				x	x	x	x									
AGO	Stub utly. & label pipe-1st&2nd	x	x	x	x	x																
Rainbow Inc.	Prime&paint walls 1st flr.	x	x	x	x	x				x	x	x	x									
Flament Hampshire	Install ceiling grid-2nd flr									x	x	x	x			x	x	x	x	x		
Otis Elevator	Set rails elev. # 2			x	x	x				x	x	x	x			x	x	x	x	x		
API	Pull 1st flr. Control wire	x	x	x	x	x				x	x	x	x									
	Area B																					
Jamar - Fitters	Install 1st, & 2nd flr heating									x	x	x	x			x	x	x	x	x		
Jamar - Tinnars	Rm buildouts 2nd flr.	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Jamar - Tinnars	S.S.fume duct - 1st flr.	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Minute-Ogle	Lap siding-Pent. # 300 ext.	x	x	x	x	x				x	x	x	x				x	x	x	x		
Minute-Ogle	Tape & sand 1st flr.	x	x	x	x	x				x	x											
Rainbow Inc.	Prime & paint walls 1st flr.										x	x	x			x	x	x	x	x		
Minute-Ogle	Drywall 2nd flr.	x	x	x	x	x				x	x	x	x									
API	2nd flr tray, lighting, & alarm	x	x	x	x	x																
API	1st flr. Control wire									x	x	x	x			x	x	x	x	x		
	Area C																					
Minuti Ogle	Drywall pent #300	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Minuti Ogle	Frame soffit @ roadway															x	x	x	x	x		
Jamar- Fitters	Heating gr. Flr. - steam	x	x	x	x	x				x	x	x	x			x	x					
Ulland Bros.	Exc.underground utililies- CT	x	x	x	x	x				x	x	x	x									
Jamar- Fitters	Underground to cooling tower	x	x	x	x	x																
Harbor City	Install ext. stone	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Jamar-Tinnars	Install room buildouts-1st flrs.	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
AGO	Install waste & vent - 1st flr.	x	x	x	x	x				x	x	x	x									
AGO	Install utilities @ 2nd flr.	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
API	1st flr. Tray, lighting, & alarm			x	x	x				x	x	x	x									
API	Gr.flr tray, lighting, & alarm															x	x	x	x	x		
	Area D																					
API	Rough-in1st flr. Walls	x	x	x	x	x				x	x	x	x									
API	Cable tray & fire alarm	x	x	x	x	x				x	x	x	x									
HKL/Glassman	Glaze skyway link-1st flr.			x	x	x				x	x											
Jamar Fitters	Alworth tunnel steam connect															x	x	x	x	x		
Mortenson	Place conc stair #4				x	x																

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

MORTENSON[®]		May							June							June						
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Contractor Responsible	ACTIVITY	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13
	Area A																					