



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 31, 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 -UMD
Scott Holm -University Bldg. Inspector
Brian Morse -STANIUS JOHNSON architects
Dan Pennington -M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, May 31, 2005. There was a review of the previous construction meeting minutes dated May 24, 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
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ACTION

1. Relative to items no. 1 and 2 of the May 10th meeting minutes Architect and Engineers have conducted their final punch list inspections for the Building. Architect will issue a Certificate of Substantial Completion for the project dated June 6, 2005

Again, the Owners intent is to start moving FF&E into the building June 6th, 2005.

2. Progress to date:
 - Training is ongoing.
 - The building has been final punch list inspected and the Contractor is proceeding with addressing those items.
 - Installation of wood paneling in the Commons Area, as well as Stair No. 2, is in progress.
 - In addition to addressing punch list items, final cleaning of all areas of the building is in progress.

ALL

3. Relative to item no. 3 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.

4. Relative to item no. 4 of the previous meeting minutes concerning the generator stack run-up, this issue has been resolved.

**MAM,
Barrett**

5. Relative to item no. 5 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.

RBJ

6. Relative to item no. 6 of the previous meeting minutes regarding the recommendation for flooring in the Commons area, RBJ has made a recommendation and MAM is reviewing this item.

MAM

7. Relative to item no. 7 of the previous meeting minutes regarding the minor repair to grating at the bridge, this item has generally been addressed and will be reviewed in the Final Punch List.

MAM, SJA

8. Relative to item no. 8 of the previous meeting minutes regarding the Attic Stock, Dan Pennington indicated he has sent a letter to Architect.

SJA, AEI

9. Relative to item no. 9 of the previous meeting minutes regarding the Uof M Building Codes Division punch list items, Scott Holm indicated that from his perspective the primary items remaining are to resolve the delayed egress documentation issue and the high voltage room egress issue. Greg Ewald has proposed a solution that is acceptable to the University for the high voltage egress condition which will be reviewed with Dave Stringfield.

10. The building is scheduled for Substantial Completion on June 3rd. Scott Holm indicated he foresees no obstacles to providing the temporary Certificate of Occupancy on June 3rd.
11. Dan Pennington indicated all punch list items are scheduled for completion by approximately June 26th.
12. It was noted there is a conditional approval of Elevator No. 1, and that elevator will be available for the University's use. Regarding Elevator No. 2, there are some new modules being ordered which are due next week. Dan Pennington indicated accommodations may be made if the University requires that elevator for move in prior to final approval.
13. Greg Ewald indicated that UMD Environmental Health has performed a punch list and has some items that need attention.
14. Furniture installation is scheduled for installation beginning next week.
15. The Contractor was advised that as of Monday, June 6th, no parking will be allowed in the receiving area. This area will be used for drop-offs only and will be used by the University for their move in.
16. The Contractor has located the site furnishings and Greg Ewald will have Steve Schilling review those locations prior to those items being bolted down.
17. 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!!!**
18. **This will be the last regularly scheduled construction meeting. Any further meetings will be on as "as needed" basis and notification of date/time will be emailed.**

All
Contractors

All
Contractors

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

<p>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</p>	<p>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</p>
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