



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: **June 22, 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
Bart Kowalski	-AEI
Bret Woodland	-M.A.Mortenson
Dan Pennington	-M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, June 22, 2004. There was a review of the previous construction meeting minutes dated June 15, 2004.

The following items were discussed and observations made:

SJA Architects

Architecture Interior Design Planning
stanijohnson.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. 15 as well as Architects Field Report No. 5, 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 82.1, 92, 94, 95, 96 and 97. **Contractor is to respond to these proposal requests as soon as possible.**
4. Disruption avoidance issues:
- MAM** ▪ Contractor is to provide a schedule for the road reconstruction.
- MAM** ▪ Owner is just finishing removing the beam fire proofing at the tie-in. The Contractor will be asked to replace that fire proofing as part of their tie-in work, as an extra.
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.** Insulating of ducts and piping, all areas, all floors, is ongoing. Taping and sanding at the sills and feature walls is proceeding through the first part of next week. Installation of ground floor condensate will start mid next week. Work on the second floor ceiling grid will be complete by the end of this week. Installation of grill and diffuser drops, second floor ceiling, is scheduled to start mid next week. Work on the elevator, Cars 1 and 2, is ongoing. Installation of electrical switches and receptacles on the second floor continues through the end of this week. Work on electrical switches and receptacles, first floor, is scheduled to start next week. Installation of second floor casework will begin tomorrow. Installation of fume hoods on the second floor is scheduled to start next week. Wiring of the casework is scheduled to also start next week.
- MAM** ▪ **Area B.** Installation of second floor heating continues through the end of this week. Work on the penthouse heating is ongoing. Penthouse chilled water is scheduled to start next week. Ventilation room build outs, second floor, continues through the end of this week. Installation of stainless steel duct on the first floor should be complete by the end of this week and will start on the second floor the end of this week. Installation of utilities on the ground floor is ongoing through the end of next week. Installation of exterior wall utilities, first and second floors, will be complete the end of this week. Lapped siding, Penthouse 300 exterior, is proceeding through the end of next week. Installation of clear story wall, second floor, continues through the end of this week. Framing of the clear story wall will start next week. Electrical rough-in, clear story wall, will start the first week of July. Electrical pulling of control wiring on the second floor is ongoing through the end of next week. Electrical termination of data, first and second floors, continues through the end of next week.

- MAM** ▪ **Area C.** Drywall installation on the second floor will be complete by the end of next week. Taping and sanding of the drywall on the second floor will start mid next week. Installation of the drywall on the first floor is scheduled to start the first week of July. Installation of compressed air, ground floor, will be complete tomorrow. Work on the exterior slate is scheduled to re-start tomorrow. Installation of ventilation room build outs, ground floor, is ongoing through the end of next week. Work on ventilation room build outs on the second floor is proceeding. Installation of stainless steel ductwork on the first floor continues through mid next week. Installation of first floor utilities is ongoing through this week. Testing of piping above the roadway will be complete the end of this week. Electrical ground floor cable tray lighting and alarm is ongoing through the end of next week. Installation of helical stair is proceeding. Installation of light fixtures over the road is scheduled the first week of July.
- MAM** ▪ **Area D.** Framing soffit at the roadway will start next week. Electrical ground floor cable at the tunnel will be complete the end of this week. Steam tie-in work, Allworth tunnel connection, is proceeding. Demolition Life Science skyway tie-in is scheduled to start this week.
- Greg Ewald** 6. Architect is requesting down-edited proposal request language from the Owner for PR No. 92, relative to the revisions to the communication system and infra structure.
- SJA** 7. Architect will be issuing PR No. 98 for Owner requested card access revisions.
- MAM** 8. Contractor needs to forward his PCO for the repair work caused by recent vandalism.
- MAM** 9. Relative to item no. 9 of the previous meeting minutes, 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** 10. Relative to item no. 10 of the previous meeting minutes, Architect requested that the Contractor forward, as soon as possible, the results of duct testing, all floors completed.
- RBJ, SJA** 11. Relative to item no. 11 of the previous meeting minutes concerning the ¼” oak paneling and associated stainless steel base and chair-rail, the Design Team will re-inspect this work on Thursday, June 24th, at 10:00 am.
- MAM, SJA** 12. Relative to item no. 12 of the previous meeting minutes, the Contractor has submitted his product information and color charts for the floor coatings in selected Labs, as well as the penthouse. Architect is requesting to look at an “as built” with these products in place. The Contractor is proposing to use the same product that is called out for the penthouse floors in all of the stairwells.
- Architects office will select the color this week.
- MAM** 13. 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.

- MBJ** 14. Relative to item no. 14 of the previous meeting minutes with respect to slate delivery, Contractor reported that they have received eight of the scheduled nine shipments. Contractor is waiting delivery of the stainless steel clip angles. Architect's office is in receipt of the report from GME on the clip angle test. This has been forwarded to MBJ for their recommendation. Report should also be re-addressed to SJA.
- Greg Ewald** 15. Relative to item no. 16 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. Greg Ewald stated that delivery is scheduled somewhere between the 1st to the 15th of August.
- MAM** 16. Relative to item no. 17 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.
- SJA** 17. 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.
- SJA, MAM** 18. There is a question concerning the sealant for the siding. Architect's office will follow-up with MAM on this issue.
- All Contractors** 19. 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** 20. The next construction meeting will be held **Tuesday, June 29, 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

UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		June						June-July						July								
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11
	Area A																					
Neuman Insulation	Insulate duct, & pipe-all areas	x	x	x	x	x			x	x	x	x	x				x	x	x	x		
Minute-Ogle	Tape&sand, sills & feature wall	x	x	x	x	x			x													
Jamar - Fitters	Install ground floor condensate											x	x				x	x	x	x		
Flament Hampshire	Install ceiling grid-2nd flr	x	x	x	x	x																
Jamar - Tinnners	Grill & diffuser drops-2nd flr.											x	x				x	x	x	x		
Otis Elevator	Set rails elev.#1, & #2	x	x	x	x	x			x	x	x	x	x				x	x	x	x		
API	Switches & recepticals - 2nd flr.	x	x	x	x	x																
API	Switches & recepticals - 1st flr.								x	x	x	x	x									
Lance Inc	Install casework 2nd floor			x	x	x			x	x												
Lance Inc	Install fume hoods 2nd floor									x	x	x					x	x	x	x		
API	Wire casework									x	x	x					x	x	x	x		
	Area B																					
Jamar - Fitters	Install 2nd flr heating	x	x	x	x	x																
Jamar - Fitters	Penthouse heating	x	x	x	x	x			x	x	x	x	x				x	x	x	x		
Jamar - Fitters	Penthouse chilled water								x	x	x	x	x				x	x	x	x		
Jamar - Tinnners	Room buildouts - 2nd flr.	x	x	x	x	x																
Jamar - Tinnners	S.S.fume duct - 1st flr.	x	x	x	x																	
Jamar - Tinnners	S.S.fume duct - 2nd flr.					x			x	x	x	x	x				x	x	x	x		
AGO	Install utilities - gr. Flr.	x	x	x	x	x			x	x	x	x	x									
AGO	Install ext wall utilities-1st& 2nd	x	x	x	x																	
Minute-Ogle	Lap siding-Pent. # 300 ext.	x	x	x	x	x			x	x	x	x	x									
HKL	Install clerestory wall - 2nd flr.	x	x	x	x	x																
Minute-Ogle	Frame clerestory wall								x	x	x	x	x									
API	Rough-in clerestory wall																x	x	x	x		
API	Pull control wire - 2nd flr.	x	x	x	x	x			x	x	x	x	x									
API	Terminate data -1st, & 2nd flrs.	x	x	x	x	x			x	x	x	x	x									
	Area C																					
Minuti Ogle	Drywall 2nd flr.	x	x	x	x	x			x	x	x	x	x									
Minuti Ogle	Tape & sand 2nd floor									x	x	x				x	x	x	x			
Minuti Ogle	Drywall 1st floor															x	x	x	x			
Jamar- Fitters	Install compressed air-gr. Flr.	x	x	x																		
Harbor City	Install ext. stone			x	x	x			x	x	x	x	x									
Jamar-Tinnners	Install room buildouts-gr. Flr.	x	x	x	x	x			x	x	x	x	x									
Jamar - Tinnners	Install room buildouts-2nd flrs.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Tinnners	S.S. fume duct - 1st flr.	x	x	x	x	x			x	x	x											
AGO	Install 1st flr. Utilities	x	x	x	x																	
AGO	Test piping above roadway	x	x	x	x	x																
API	Gr.flr tray, lighting, & alarm	x	x	x	x	x			x	x	x	x	x									
N. Erectors	Install helical stair	x	x	x	x	x																

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3 Week Schedule**

MORTENSON[®]		June						June-July						July								
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Contractor Responsible	ACTIVITY	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11
	Area D																					
Minute-Ogle	Frame soffit @ roadway								x	x	x	x	x				x	x	x	x		
API	Ground cable @ tunnel		x	x	x	x																
API	Install light fixtures @ roadway																		x	x		
Jamar Fitters	Alworth tunnel steam connect	x	x	x	x	x			x	x	x	x	x				x	x	x	x		
Mortenson	Demo Life Science - skyway				x	x			x	x	x	x	x									