



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 29, 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
Derick Podritz -SBA
Bret Woodland -M.A.Mortenson
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, June 29, 2004. There was a review of the previous construction meeting minutes dated June 22, 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

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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, SJA, AEI 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.

Regarding these two reports, they will be condensed into one single report which should be viewed by the Contractor as an ongoing Punch List. When the Contractor is complete with the items he is to send the list back to the Architect and Engineer and they will down-edit the list as construction proceeds. Sebesta Blomberg's reports shall remain independent.

3. Relative to item no. 3 of the previous meeting minutes 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, 94, 95, 96, 97 and 98. **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:

▪ 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.** Duct and pipe insulating is continuing. Taping and sanding the sills and feature wall will be complete this week. Installation of ground floor condensate will start next week. Installation of ceiling grid on the first floor will be complete by the end of this week. Installation of grills and diffuser drops on the second floor will start the latter part of this week and continue through the next three weeks. Electrical switches and receptacles, first floor, should be complete the end of this week. Installation of second floor casework is proceeding. Installation of second floor counter tops is scheduled to start next week. Wiring of the casework is also scheduled to start next week.

MAM ▪ **Area B.** Penthouse heating condensate is continuing. Penthouse cooling will be complete the end of next week. Ground floor heating and condensate will start mid July. Installation of stainless steel fume hood ducts, second floor, is ongoing. Installation of utilities on the ground floor will be complete the end of this week. Installation of mechanical piping, ground floor, is ongoing. Scaffolding of the No. 2 wall will start next week. Framing of clear story wall will be complete the end this week. Electrical rough-in, clear story wall, will start the latter part of this week and continue through next week. Electrical pulling of control wiring on the second floor will be complete the end of this week. Electrical termination of data, first and second floors, will be complete the end of this week.

- MAM** ▪ **Area C.** Framing of west Commons wall will be complete the end of this week. Installation of drywall on the second floor will be complete by the end of this week. Taping and sanding of the second floor will start tomorrow. Installation of the drywall on the first floor will be stocked the end of this week and installation started next week. Installation of exterior stone is ongoing. Room build out ventilation on the ground floor will be complete the end of this week. Room build out ventilation, second floor, is ongoing. Installation of stainless steel ductwork, first floor, will be complete this week. Electrical rough-in utilities, first floor, will be complete this week. Testing of utilities will be complete the end of this week. Electrical ground floor tray lighting and alarm will be complete the end of this week. Installation and work on the helical stair is ongoing.
- MAM** ▪ **Area D.** Insulating of piping at the roadway soffit is continuing. Framing of the soffit at the roadway is scheduled mid-July. Installation of roadway light fixtures is scheduled mid-July. Steam line work, Allworth tunnel, is ongoing. Installation of skyway roof is scheduled to start next week. Demo of Life Science at the skyway is scheduled to start the latter part of this week.
- RBJ** 6. There is consideration of revising the material for the feature wall. Ross Barney + Jankowski is reviewing this item.
- Greg Ewald, Facilities Mgmt.** 7. Relative to item no. 6 of the previous meeting minutes, Contractor reported that he has included a summary of work included for PR No. 92. This will be carefully reviewed by Facilities Management to ensure completeness and correctness before it is moved into Change Order format.
- MAM** 8. Relative to item no. 8 of the previous meeting minutes, 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.
- MAM** 11. Relative to item no. 11 of the previous meeting minutes, after review of the ¼" oak panels and associated stainless steel, the Design Teams position is that the work will proceed as per Contract Documents. The only slight revision will be that the base stainless will have a rolled edge at the bottom, as well as at the top. Contractor is also to try "dynamite tape" at the butt joints of the paneling.
- SJA, MAM** 12. Relative to item no. 12 of the previous meeting minutes, Architect, Contractor and Greg Ewald inspected the floor coating at Lake Superior Hall, in the Center Commons Stair. This will be used as a standard for floor coatings scheduled for the boiler room, stairs, and possibly lab areas scheduled for floor coating. Architect will forward color selection to Contractor.
- 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.

- GME** 14. Relative to item no. 14 of the previous meeting minutes with respect to slate delivery, status remains that the Contractor is in receipt of eight of the scheduled nine shipments. Contractor has received delivery of the stainless steel clip angles and installation is proceeding. Architect's office needs final response from GME as requested in MBJ's memorandum of June 29, 2004, prior to issuing report and recommendation on the clip angles.
- Greg Ewald** 15. Relative to item no. 15 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. 16 of the previous meeting minutes, Contractor indicated that they have cleaned off a portion of the perma barrier primer on the louvers with success. They are to complete removal on the louvers as well as the brick as soon as possible.
- SJA** 17. Relative to item no. 17 of the previous meeting minutes, Architect is reviewing Contractor's submittal and the specification on the two entry floor mats.
- MAM** 18. Relative to item no. 18 of the previous meeting minutes, Architect is awaiting Contractor's documentation regarding the sealant for the siding.
- MAM** 19. Sebesta Blomberg requested that the Contractor indicate on their next issuance of the schedule to nail down as close as possible the ramp up schedule for the ventilation system.
- Greg Ewald** 20. The training plan, as edited and submitted, has been approved by the Owner. Greg needs to finalize the actual dates for the training schedule to coordinate with Facilities Management.
- MAM** 21. Contractor stated that they have received the Electrical O&M Manuals. They are waiting for the Mechanical O&M Manuals and then they will submit both, in individual sets, one to Greg Ewald, one to the Design Team, and one to Sebesta Blomberg. They, in turn, will be reviewed and returned to the Contractor for correction if needed before final submittal to the Owner.
- All Contractors** 22. 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** 23. 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

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UMD Science Building Project #031007
3 Week Schedule

MORTENSON®		June-July							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	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	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																			
Jamar - Fitters	Install ground floor condensate									x	x	x	x			x	x	x	x	x		
Flament Hampshire	Install ceiling grid-1st flr	x	x	x	x	x																
Jamar - Tinnners	Grill & diffuser drops-2nd flr.				x	x				x	x	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 counter tops 2nd flr.									x	x	x	x									
API	Wire casework									x	x	x	x			x	x	x	x	x		
	Area B																					
Jamar - Fitters	Penthouse htg.- condensate	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Penthouse cooling		x	x	x	x				x	x	x	x									
Jamar - Fitters	Ground htg. - condensate															x	x	x	x	x		
Jamar - Tinnners	S.S.fume duct - 2nd flr.	x	x	x	x	x				x	x	x	x				x	x	x	x		
AGO	Install utilities - gr. Flr.	x	x	x	x	x																
AGO	Install mech. Piping - gr. Flr.	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Minute-Ogle	Scaffold st. # 2 wall									x	x	x	x			x	x	x	x	x		
Minute-Ogle	Frame clerestory wall		x	x	x	x																
API	Rough-in clerestory wall					x				x	x	x	x									
API	Pull control wire - 2nd flr.	x	x	x	x	x																
API	Terminate data -1st, & 2nd flrs.	x	x	x	x	x																
	Area C																					
Minuti Ogle	Frame west commons wall		x	x	x	x																
Minuti Ogle	Drywall 2nd flr.	x	x	x	x	x																
Minuti Ogle	Tape & sand 2nd floor			x	x	x				x	x	x	x			x	x	x	x	x		
Minuti Ogle	Drywall 1st floor					S				x	x	x	x			x	x	x	x	x		
Harbor City	Install ext. stone	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
HKL	Install Accura wall																					x
Jamar-Tinnners	Install room buildouts-gr. Flr.	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		
Jamar - Tinnners	S.S. fume duct - 1st flr.	x	x	x																		
AGO	Rough-in utilities - 1st flr.	x	x	x	x	x																
AGO	Test utility mains	x	x	x	x	x																
API	Gr.flr tray, lighting, & alarm	x	x	x	x	x																
N. Erectors	Install helical stair	x	x	x	x	x				x	x	x	x									
	Area D																					
Neuman Insulation	Insulate roadway soffit			x	x	x				x	x	x	x									
Minute-Ogle	Frame soffit @ roadway															x	x	x	x	x		

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

MORTENSON®		June-July							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	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
API	Install light fixtures @ roadway																				x	
Jamar Fitters	Alworth tunnel steam connect	x	x	x	x	x				x	x	x	x			x	x	x	x	x		
Com Roofing	Install skyway roof									x	x	x	x			x	x	x	x	x		
Mortenson	Demo Life Science - skyway				x	x				x	x	x	x									