



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: **July 6, 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
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, July 6, 2004. There was a review of the previous construction meeting minutes dated June 29, 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
Jeffrey E. La Tour, 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, 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, 97,98 & 99. **Contractor is to respond to these proposal requests as soon as possible.**

4. Disruption avoidance issues:

MAM ▪ Contractor indicated with respect to road reconstruction start date tentative August 1 for the north side of the over pass.

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.** Insulating of duct and piping is continuing. Installation of ground floor condensate will be complete end of this week. Installation of ceiling grid on the first floor will be complete today. Installation of ceiling grills and diffuser drops on the second floor is on going through mid next week. Work on second floor counter tops is proceeding. Installations of counter tops on the first floor are scheduled to start next week. Installation of casework plumbing is ongoing. Installation of casework wiring is ongoing through the end of next week. Work on the elevator is proceeding.

MAM ▪ **Area B.** Penthouse heating condensate is proceeding through the end of next week. Penthouse cooling will be complete this week. Ground floor heating and condensate will be complete the end of next week. Work on stainless steel fume hood ducts, second floor, will be complete mid next week. Installation of ceiling grid on the first floor will start tomorrow and continue through next week. Work piping, ground floor, mechanical room is ongoing. Scaffolding of stair No. 2 wall has started. Electrical rough-in, clear story wall, will be complete end of this week. Installation of panel backing clear story will be complete this week. Work on the clear story dry wall will be complete next week.

- MAM** ▪ **Area C.** Taping and sanding of the second floor is ongoing through the end of next week. Installation of the drywall on the first floor will be complete end of next week. Installation of exterior stone is proceeding. Installation of accura wall is scheduled mid-July. Installation room build out ventilation, first floor, will be complete end of this week with same continuing through the end of next week with second floor. Mechanical rough-in and test utilities, first floor, will be complete end of this week. Mechanical lab waste and vent on ground floor continues through mid next week. Detail work on the helical stair is ongoing through the end of next week.
- MAM** ▪ **Area D.** Insulate roadway soffit mechanical will be complete this week. Framing of the soffit at the roadway will start next week. Installation of roadway soffit light fixtures will begin mid-July. Steam line work, Allworth tunnel, is ongoing. Installation of skyway roof is scheduled to start tomorrow. Demo of Life Science at the skyway will start the latter part of this week.
- RBJ** 6. Relative to item no. 6 of the previous meeting minutes, There is consideration of revising the material for the feature wall. Ross Barney + Jankowski are reviewing this item.
- Greg Ewald, Facilities Mgmt.** 7. Relative to item no. 7 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. 12 of the previous meeting minutes, Architect is awaiting samples of the quartz floor for the labs. Also, sample of the textured floor coating for all other areas is needed.
- MAM** 12. 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** 13. Relative to item no. 14 of the previous meeting minutes with respect to slate delivery, slate installation is proceeding as noted above. Architect will contact GME and have a fifth clip angle sample tested.
- Greg Ewald** 14. 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 to leave the factory the week August 9th with a three day anticipated shipment.

- MAM** 15. Relative to item no. 16 of the previous meeting minutes, Contractor reported that the perma barrier primer has been removed from the louvers. They will now remove it from the brick.
- SJA** 16. Relative to item no. 17 of the previous meeting minutes, Architect is reviewing Contractors submittal and the specification on the two entry floor mats.
- MAM** 17. Relative to item no. 18 of the previous meeting minutes, Architect is awaiting Contractors documentation regarding the sealant for the siding.
- MAM** 18. Relative to item no. 19 of the previous meeting minutes, 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** 19. Relative to item no. 20 of the previous meeting minutes, 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** 20. Relative to item no. 21 of the previous meeting minutes, 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.
- Contractor will secure two additional copies of the electrical O&M's for a total of four for distribution as noted above.
- MAM** 21. Contractor was authorized to proceed with installation of ½" conduit at the grad offices because of a space restriction between the stiffener channel and the steel studs.
- AEI** 22. Mechanical Inspector noted a request for a relief air for the heating ducts in the roadway soffit. He is to review and respond.
- MAM** 23. Greg Ewald asked for a contractor's schedule on completing the steam work in Allworth Tunnel.
- 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, July 13, 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
Jmw

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

		July										July					July										
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S					
		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25					
Contractor Responsible	ACTIVITY																										
	Area A																										
Neuman Insulation	Insulate duct, & pipe-all areas		x	x	x	x							x	x	x	x	x				x	x	x	x	x		
Jamar - Fitters	Install ground floor condensate		x	x	x	x																					
Flament Hampshire	Install ceiling grid-1st flr		x	x																							
Jamar - Tanners	Grill & diffuser drops-2nd flr.		x	x	x	x						x	x	x													
Lance Inc	Install countertops 2nd floor		x	x	x	x																					
Lance Inc	Install counter tops 1st flr.											x	x	x	x	x											
AGO	Install casework plumbing		x	x	x	x						x	x	x	x	x							x	x	x	x	x
API	Wire casework		x	x	x	x						x	x	x	x	x											
Otis Elevator	Install elev cars		x	x	x	x						x	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											
Jamar - Fitters	Penthouse cooling		x	x	x	x																					
Jamar - Fitters	Ground htg. - condensate		x	x	x	x						x	x	x	x	x											
Jamar - Tanners	S.S.fume duct - 2nd flr.		x	x	x	x						x	x														
Flament- Hampshire	Install ceiling grid-1st floor				x	x						x	x	x	x	x											
AGO	Install piping-Gr. Flr. Mech. Rm.		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							x	x	x	x	x
API	Rough-in clerestory wall		x	x	x	x																					
Mortenson	Install panel backing clerestory		x	x	x	x																					
Minute-Ogle	Drywall clerestory wall					x						x	x														
	Area C																										
Minuti Ogle	Tape & sand 2nd floor		x	x	x	x						x	x	x	x	x											
Minuti Ogle	Drywall 1st floor		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	x	x	x	x
Jamar-Tanners	Install room buildouts-1st. Flr.		x	x	x	x																					
Jamar - Tanners	Install room buildouts-2nd flrs.		x	x	x	x						x	x	x	x	x											
AGO	Rough-in, & test utilities - 1st flr.		x	x	x	x																					
AGO	Install lab waste&vent-gr.flr.		x	x	x	x						x	x														
N. Erectors	Install helical stair				x	x						x	x	x	x	x											
	Area D																										
Neuman Insulation	Insulate roadway soffit		x	x	x	x																					
Minute-Ogle	Frame soffit @ roadway											x	x	x	x	x							x	x	x	x	x
API	Install light fixtures @ roadway																						x	x	x	x	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	x	x	x
Mortenson	Demo Life Science - skyway			x	x	x																					