



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 13, 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
Bob Braun -M.A.Mortenson

OBSERVATIONS AND DISCUSSIONS:

A construction meeting was held at 1:30 p.m. on Tuesday, July 13, 2004. There was a review of the previous construction meeting minutes dated July 6, 2004.

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
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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. 16 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 2 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.** Duct and piping insulating all floors and all areas is continuing. Installation of compressed air is scheduled for the last week of July. Installation of ceiling grills and diffuser drops on the second floor is proceeding. Installation of ventilation room build outs on the ground floor will be complete the end this week. Work on second floor counter tops continues through the end of next week. Installations of counter tops on the first floor are scheduled to start next Monday. Installation of casework plumbing is proceeding. Ruff-in, ground floor, plumbing will be complete end of next week. Electrical wiring of case work is proceeding through the end of next week. Installation of lights, first and second floor, continues through the end of next week. Installation of penthouse lights is scheduled to start the last week of July. Work on both elevator cars is proceeding. Stocking of dry wall is scheduled for this Friday on the ground floor with installation scheduled to start next Wednesday.

MAM ▪ **Area B.** Work on heating and condensate, ground floor, continues through the end of this week. Penthouse cooling work is proceeding. Penthouse heating hot water is proceeding. Installation of stainless steel duct works, second floor, will be complete end of next week. Installation of ducts and mains in Penthouse 300, scheduled to start next Monday. Installation of ceiling grid on the first floor will be complete the end of this week. Work on plumbing on the ground floor, mechanical room, is ongoing. Scaffolding installation of stair No. 2 wall scheduled to start end of this week. Clear story wall, dry wall work, will be complete end of this week.

Pulling of the wire on the clear story wall will be complete mid next week. Installation of ceiling lights, stair no. 2, will be done by the end of this week. Installation of the electrical devices on the first floor is scheduled to start the last week of July.

- MAM**
- **Area C.** Taping and sanding of the second floor sheet rock will be complete next Wednesday. Drywall work on the first floor will also be complete next Wednesday. Installation of second floor heating continues through mid next week. Installation of first floor heating is scheduled to start Wednesday of next week. Work on the exterior stone is ongoing. Installation of the revolving door is proceeding at this time and will be done by the end of the week. Installation of accura wall is scheduled to start next week. Work on the tamarack enclosure for the cooling tower is scheduled to start next Monday. Ventilation room build out, second floor, is on going through the end of next week. Work on stainless steel duct work, second floor, is scheduled to start last week of July. Install of cable tray and wiring of the ground floor continues through the end of next week. Work on the exterior helical stair is proceeding.
- MAM**
- **Area D.** Insulating of the roadway soffit is ongoing through mid next week. Framing of the exterior soffit at the roadway is scheduled to start the end of this week. Installation of roadway soffit light fixtures is scheduled to begin next Friday. Work on fixtures and devices in the mechanical rooms are ongoing. Steam line work, Allworth tunnel, is proceeding. Installation of the skyway roof is proceeding through the end of next week. Demolition of Life Science connection at the skyway is scheduled to begin the end of this week.
- MAM**
6. Relative to item no. 6 of the previous meeting minutes, Contractor was advised that there will be no change to the feature wall. It shall remain per contract documents.
- 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. 11 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. 12 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. 13 of the previous meeting minutes concerning slate delivery, Contractor indicated that they are in receipt of all deliveries of slate. As noted above, installation is continuing.
- Contractor answered architect's question that GME has been on site and has taken a sample clip angle/stone back to their lab for testing.
- MAM** 14. 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. Greg Ewald stated that delivery is scheduled to leave the factory the week August 9th with a three day anticipated shipment.
- Contractor's did confirm with electrical the necessity for a concrete equipment pad for the VFD. Greg indicated that the present skid mounted pump without pad is acceptable.
- MAM** 15. Architect questioned the timing of brick sealing.
- MAM** 16. Relative to item no. 15 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** 17. Relative to item no. 16 of the previous meeting minutes, Architect is reviewing Contractors submittal and the specification on the two entry floor mats.
- MAM** 18. Relative to item no. 17 of the previous meeting minutes, Architect is awaiting Contractors documentation regarding the sealant for the siding.
- MAM** 19. Relative to item no. 18 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** 20. Relative to item no. 19 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** 21. Relative to item no. 20 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** 22. Relative to item no. 21 of the previous meeting minutes, Contractor was authorized to precede with installation of ½" conduit at the grad offices because of a space restriction between the stiffener channel and the steel studs.
- AEI** 23. Relative to item no. 22 of the previous meeting minutes, Mechanical Inspector noted a request for a relief air for the heating ducts in the roadway soffit. He is to review and respond.

- MAM** 24. Relative to item no. 23 of the previous meeting minutes, Greg Ewald asked for a contractor's schedule on completing the steam work in Allworth Tunnel.
- MAM** 25. Architect noted as questioned by Mr. Rashid, the window manufacturer's suggestion for a "rear window dam". Bret indicated that this revision work is proceeding at this time just in front of stone installation.
- All Contractors** 26. 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** 27. The next construction meeting will be held **Tuesday, July 20, 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

UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		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	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1
	Area A																					
Neuman Insulation	Insulate duct, & pipe-all areas	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Install compressed air															x	x	x	x	x		
Jamar - Tanners	Grill & diffuser drops-2nd flr.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Tanners	Install room buildouts-gr flr.	x	x	x	x	x																
Lance Inc	Install countertops 2nd floor	x	x	x	x	x			x	x	x	x	x									
Lance Inc	Install counter tops 1st flr.								x	x	x	x	x			x	x	x	x	x		
AGO	Install casework plumbing	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Rough-in ground floor plumbing	x	x	x	x	x			x	x	x	x	x									
API	Wire casework	x	x	x	x	x			x	x	x	x	x									
API	Install lights-1st & 2nd flr.	x	x	x	x	x			x	x	x	x	x									
API	Install Penthouse lights															x	x	x	x	x		
Otis Elevator	Install elev cars	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Stock & drywall ground floor					s					x	x	x			x	x	x	x	x		
	Area B																					
Jamar - Fitters	Install htg-condensate, gr flr.	x	x	x	x	x																
Jamar - Fitters	Penthouse cooling	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Penthouse heating-hot water	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Tanners	S.S.fume duct - 2nd flr.	x	x	x	x	x			x	x	x	x	x									
Jamar - Tanners	Install duct & mains-pent. #300								x	x	x	x	x			x	x	x	x	x		
Flament- Hampshire	Install ceiling grid-1st floor	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	x		
Minute-Ogle	Scaffold st. # 2 wall				x	x			x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Drywall clerestory wall			x	x	x																
API	Pull wire clerestory wall	x	x	x	x	x			x	x	x											
API	Install ceiling lights-stair#2				x	x																
API	Install devices - 1st floor															x	x	x	x	x		
	Area C																					
Minuti Ogle	Tape & sand 2nd floor	x	x	x	x	x			x	x	x											
Minuti Ogle	Drywall 1st floor	x	x	x	x	x			x	x	x											
Jamar - Fitters	Install 2nd flr. heating				x	x			x	x												
Jamar - Fitters	Install 1st flr. Heating										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	x		
HKL	Install revolving door - 1st flr.		x	x																		
HKL	Install Accura wall								x	x	x	x	x			x	x	x	x	x		
Mortenson	Install tamarack - cooling tower								x	x	x	x	x			x	x	x	x	x		
Jamar-Tanners	Install room buildouts-2nd flrs.	x	x	x	x	x			x	x	x	x	x									
Jamar - Tanners	S. S. fume duct - 2nd floor															x	x	x	x	x		
API	Cable tray & wire-ground floor	x	x	x	x	x			x	x	x	x	x									
N. Erectors	Install helical stair	x	x	x	x	x																

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MORTENSON[®]		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	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1
	Area D																					
Neuman Insulation	Insulate roadway soffit	x	x	x	x	x			x	x	x											
Minute-Ogle	Frame ext. soffits @ roadway				x	x			x	x	x	x	x			x	x	x	x	x		
API	Install light fixtures @ roadway												x			x	x	x	x	x		
API	Fixtures & devices-Mech Rms.		x	x	x	x																
Jamar Fitters	Alworth tunnel steam connect	x	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											