



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: **August 31, 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
Dan Pennington -M.A.Mortenson
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, August 31, 2004. There was a review of the previous construction meeting minutes dated August 17, 2004.

The following items were discussed and observations made:

SJA Architects

Architecture Interior Design Planning
stanusjohnson.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, Architects and Engineers consolidated Field Reports/Correction List (last update 8/9/04) was distributed to the Contractor on 8/24/04.
- 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, 102, 103, 104, 105, 106, 107, 108, 109 & 110.
Contractor is to respond to these proposal requests as soon as possible.
4. Disruption avoidance issues:
- MAM**
- The 12" waterline work is scheduled to start next coming Tuesday September 7th, immediately following this will be the road work.
 - There is a potential for water service interruption on the water main along Kirby Drive during the final tie in, as well as possibly Marshall water line re-relocation.
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.** Pipe and duct insulating is proceeding, all areas. Installation of recessed radiant ceiling panels is progressing. Installation of fume hoods, first and second floors, continues through the end of this week. Installation of stainless steel ductwork to the fume hoods continues through the end of this week. Air handling units No. 1 and 2 supply plenum on the ground floor continues through this week. Installation of cold rooms should be complete the end of this week. Installation of plumbing within the casework will be complete by the end of this week. Plumbing of the fume hoods is ongoing. Installation of Lab electrical fixtures continues through the end of this week. Work on elevator and equipment is ongoing. Dry wall installation, ground floor, is proceeding through the end of next week. Installation of sun screen, delivery is scheduled for tomorrow or Thursday.
- MAM**
- **Area B.** Installation of steam heat, ground floor, is ongoing through the end of next week. Penthouse heating work is continuing. Framing and sheetrocking of the elevator fronts will be complete the end of this week. Casework and top installation, first and second floor, will be complete the end of this week. Installation of wood panels is proceeding through the end of next week. Installation of ducts and mains in Penthouse 300 is ongoing. Installation of casework plumbing is continuing. Ceramic tile, first and second floor bathrooms, will be complete by the end of this week. Installation of Corridor light fixtures will be complete by the end of this week. Work on seat wall lights will be complete mid week. Work on the seat wall is ongoing.

- MAM** ▪ **Area C.** Removal of scaffolding in the Commons area will be done this week. Installation of casework on the second floor will be done by the end of this week. Installation of aluminum doors will be complete by the end of this week. Installation of wood panels is ongoing. Work on stainless steel wall guards continues through the end of next week. Finishing work on the helical stair is ongoing. Installation of Corridor lights is proceeding through the end of this week. Work on the elastomeric floors is proceeding. Excavation for the water line, stoop and roadway is scheduled to start next week.
- MAM** ▪ **Area D.** Installation of metal panels at the soffit continues through this week. Installation of generator room ductwork continues through the end of this week. Work on framing skyway and east soffit is proceeding. Work on Allworth Tunnel steam connection is ongoing.
- John Rashid, MAM** 6. Relative to item no. 10 of the previous meeting minutes regarding the PCO for vandalism repair, this will be handled direct outside of this Contract between the University and Mortenson.
- MAM** 7. Relative to item no. 11 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** 8. Relative to item no. 12 of the previous meeting minutes, Architect requested that the Contractor forward, as soon as possible, the results of duct testing, all floors completed.
- MAM** 9. Relative to item no. 13 of the previous meeting minutes, Architect has issued a letter of 8/27/04 to MAM outlining requested revisions to the epoxy floor system in various areas to hopefully apply to quartzite floors in Stairs 3 & 4.
- MAM** 10. Relative to item no. 15 of the previous meeting minutes, Architect contacted MAM's sub-contractor regarding floor mats. Requested revision for installing 3M 9100 Nomad product for both Vestibules. The West Vestibule is recessed and will need to be infilled slightly to recognize the reduced thickness of the 9100. The Kirby Drive entrance installation of flush. Questioned whether the 9100 can be supplied with a transition strip or slightly revised thresholds for the exterior and interior Vestibule doors for the mat to tuck under.
- MAM, Greg Ewald** 11. Relative to items no. 17 of the previous meeting minutes, Contractor stated in response to Sebesta Blombergs question on the ramp up schedule for the ventilation system, that Area A will be ramped up and ready for start of commissioning the end of September.
- Dan Pennington has prepared a matrix for training needs for all to review. In addition, the training mechanical and electrical training plans were sent from MAM to Architects office who in turn sent all copies direct to Greg Ewald for his review and approval by Sebesta Blomberg since it does appear in their section of the Specifications, not in AEI's.
- AEI, Sebesta Blomberg, Greg Ewald** 12. Relative to item no. 18 of the previous meeting minutes, Mechanical and Electrical O&M Manuals have been received by Mortenson. Two copies will be given to Greg Ewald, one for Facilities Mgmt review and the other one to be forwarded by Greg to Sebesta Blomberg for their review. Brent from AEI will be onsite tomorrow and he will be given a set for AEI's review.

- MAM** 13. Concerning item no. 19 of the previous meeting minutes, Contractor indicated that they will be complete with all work in the occupied areas impacted by the steam work in Marshall, lower level. Touch painting will be completed by the General except for one room that the Owner intends to repaint completely.
- Steam work piping and insulation continues outside of the occupied areas in the Tunnel and the crawl space.
- Greg Ewald** 14. Relative to item no. 20 of the previous meeting minutes, Contractor requested a schedule from Greg Ewald on moving of equipment. Greg stated that this is an open ended item and he will be working with the Contractor on a time and material basis for disconnecting and reconnecting major pieces of equipment. Countertop plug in equipment will be moved by the Owner outside of this Contract.
- MAM** 15. Relative to item no. 22 of the previous meeting minutes regarding the heating of the soffit of Area D on the east side, the Architect has instructed the Contractor to proceed with the installation of a unit heater in that space. Pricing is to follow.
- MAM, AEI** 16. Relative to item no. 24 of the previous meeting minutes regarding the substantial completion inspection of Area A above ceiling work, Bob indicated that a preliminary inspection has been done and the substantial completion inspection is still scheduled for September 1st and 2nd by AEI.
- SJA, MAM** 17. Relative to item no. 25 of the previous meeting minutes concerning the bracketing of the epoxy resin countertops, Architect is reviewing this issue and will incorporate under consolidated Field Report any correction work needed.
18. Relative to item no. 26 of the previous meeting minutes concerning the footing for the Artwork, this issue will be addressed outside of this Contract, most likely under the Landscape portion of the work.
- UMD** 19. Relative to item no. 27 of the previous meeting minutes regarding the signage, the Architects office has issued, today, the CAD files and signage specification for the Owner to edit and review regarding numbers and room names.
- MAM** 20. The University requires documentation on the specific source and type of generator fuel.
- MAM** 21. Mortenson is intending on using permanent building heating equipment for this upcoming fall, probably sometime mid-October, utilizing steam. They are to expedite as soon as possible the return loop to avoid heat outages in other building locations.
- Greg Ewald** 22. The Contractor needs the projector hardware as soon as possible so that they can complete the ceiling work.
- SJA** 23. Architects office is still awaiting a return phone call from State Elevator Inspector regarding the location of the elevator control switches.
- MAM, MSA** 24. Discussion was held concerning the location of the newly installed cooling tower lines with respect to interface with the landscape retaining wall, under future project. Architects office will have MSA work with MAM to locate the exact position of the retaining wall. MAM will excavate down to determine the exact location of the cooling lines and thrust block.

- All Contractors** 25. 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** 26. The next construction meeting will be held **Tuesday, August 24, 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®		Aug- Sept							Sept					Sept								
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Area A																					
Neuman Insulation	Insulate duct, & pipe-all areas	x	x	x	x	x				x	x	x	x			x	x	x	x			
Jamar Fitters	Install recessed ceiling panels	x	x	x	x	x				x	x	x	x			x	x	x	x			
Lance Inc	Install fume hoods -1st & 2nd	x	x	x	x	x																
Jamar - Tinnners	Install SS duct to fume hoods	x	x	x	x	x																
Jamar - Tinnners	AHU #1&2 supply plenum-gr flr.	x	x	x	x	x																
Norlake	Install cold rooms	x	x	x	x	x																
AGO	Install plumbing in casework	x	x	x	x	x																
AGO	Plumb fume hoods	x	x	x	x	x				x	x	x	x			x	x	x	x			
API	Install lab fixtures	x	x	x	x	x																
Otis Elevator	Install elevator equipment	x	x	x	x	x				x	x	x	x			x	x	x	x			
Minute-Ogle	Drywall ground floor	x	x	x	x	x				x	x	x	x									
Northern Erectors	Install sunscreens			x	x	x				x	x	x	x									
	Area B																					
Jamar - Fitters	Install steam heat-ground flr.	x	x	x	x	x				x	x	x	x									
Jamar - Fitters	Penthouse heating	x	x	x	x	x				x	x	x	x			x	x	x	x			
Minute - Ogle	Frame & rock elevator fronts			x	x	x																
Lance Inc	Casework & tops - 1st&2nd flr	x	x	x	x	x																
Mortenson	Install wood panels	x	x	x	x	x				x	x	x	x									
Jamar - Tinnners	Install duct & mains-pent. #300	x	x	x	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			
Contract Tile	Ceramic tile 1st&2nd bathroom	x	x	x	x	x																
API	Install corridor fixtures	x	x	x	x	x																
API	Install seat wall lights	x	x																			
Mortenson	FRP footing & wall	x	r	x	p																	
Ulland Bros.	Backfill seat wall									x												
	Area C																					
Minuti Ogle	Remove scaffold-commons		x	x																		
Lance Inc.	Install casework- 2nd flr.	x	x	x	x	x																
HKL	Install aluminum doors			x	x	x																
Mortenson	Install wood panels	x	x	x	x	x				x	x	x	x			x	x	x	x			
Jamar - Tinnners	Install SS wall guards	x	x	x	x	x				x	x	x	x									
Northern Erectors	Helical stair	x	x	x																		
API	Install corridor lights	x	x	x	x	x																
Duluth Coatings	Install elastomeric floors	x	x	x																		
Ulland Bros.	Exc. Waterline, stoop, & road									x	x	x	x			x	x	x	x			
	Area D																					
HKL	Install metal panels at soffit	x	x	x	x	x																
Jamar - Tinnners	Install Generator room duct		x	x	x	x																

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

MORTENSON[®]		Aug- Sept								Sept					Sept							
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Minute-Ogle	Frame skyway, & east soffit	x	x	x	x	x				x	x	x	x			x	x	x	x			
Jamar Fitters	Alworth tunnel steam connect	x	x	x	x	x				x	x	x	x			x	x	x	x			