



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: **September 14, 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, September 14, 2004. There was a review of the previous construction meeting minutes dated September 7, 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
Deanna Schmidt, CID

o Duluth

1831 East 8th St.
Duluth, MN 55812
P 218.724.8578
F 218.724.8717

o St. Cloud

2035 15th St. N.
St. Cloud, MN 56303
P 320.253.2100
F 320.253.2269

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 9/1/04) was distributed to the Contractor on 9/10/04.
- 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 104, 105, 106, 107, 108, 109 and 110. **Contractor is to respond to these proposal requests as soon as possible.**
4. Disruption avoidance issues:
- MAM**
 - The 12" waterline work, final connection, is complete. The line is under 48-hour pressure test at this time. Back T has been taken. The line is scheduled for activation this coming Monday, September 20th.
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.
 - **Area A.** Above ceiling insulation of mechanical items is proceeding. Installation of RCT is proceeding on the second floor through the first part of next week and will start on the first floor next week through the end of September. Work on fume hoods, first and second floors, will be complete this week. Installation of stainless steel ductwork to the fume hoods will also be complete this week. Installation of ceiling grid after fume hood installation will be complete this week. Work on grilles, registers and diffusers is ongoing. Installation of cold rooms will be complete this week. Plumbing of the fume hoods is proceeding through the end of next week. Labeling of ground floor piping will be complete this week. Installation of light switches and receptacles continues through mid next week. Padding down of the ceilings will start the last week of September. Work on elevator equipment is ongoing through the end of next week. Drywall on the ground floor will be complete this week. Framing and sheetrocking of elevator fronts will be complete this week. Installation of screens on the first and second floors continues through this week. Priming and painting of the aquarium rooms will be complete this week.
- MAM**
 - **Area B.** Installation of condensate in the penthouse will be complete this week. Casework and countertop installation, first and second floor, will be complete this week. Work on air handlers 3, 4 and 7, ductwork and plenums, is ongoing. Installation of casework plumbing continues through the end of this week. Installation of light switches and receptacles will be done this week. Backfilling of the seat wall will be done today.
- MAM**
 - **Area C.** Installation of casework, second floor, will be done the end of this week. Installation of condensate on the ground floor continues through the end of next week. Work on cabinet piping, first and second floors, continues through the end of next week. Installation of aluminum doors will be done the end of this week. Installation of wood panels in the Commons Area is ongoing. Work on stainless steel wall guards is ongoing. Installation of light switches and receptacles will be done this week. Excavation for the water line, stoop and roadway continues

through mid next week. Prep and painting of the helical stair is scheduled to be complete the end of next week, weather permitting.

- MAM**
- **Area D.** Installation of metal panels at the soffit area continues through the end of next week. Framing of the skyway soffit is ongoing through the end of next week. Work on Allworth Tunnel heating will be complete this week, tested next Monday, and insulation complete by the end of next week.
- John Rashid, MAM**
6. Relative to item no. 6 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. 7 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. 8 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. 9 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.
- Greg Ewald, MAM**
10. Relative to item no. 10 of the previous meeting minutes, MAM is to contact their flooring sub-contractor to get pricing and samples of the 3M 9100 Nomad product for the Kirby Vestibule only. Greg indicated that the recessed mat should go with the design links and/or power links product currently utilized by the University. Architect requests University confirmation on product manufacturer.
- Sebesta Blomberg, Greg Ewald**
11. Relative to item no. 12 of the previous meeting minutes, 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. 13 of the previous meeting minutes, Architect has sent a complete set of the Mechanical and Electrical O&M Manuals to AEI for their review and comment. Mortenson retains a set in their trailer. Two sets have been given to the University, one set for their review and comment and one set to be forwarded to Sebesta Blomberg.
- Greg Ewald**
13. Relative to item no. 15 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**
14. Relative to item no. 16 of the previous meeting minutes, the Contractor needs to address the bracketing of the epoxy resin countertops, (item #34 of the punch list matrix).
- Erick Larson, Greg Ewald**
15. Relative to item no. 17 of the previous meeting minutes, Architect has forwarded to Erick Larson the information in format requested. Erick is to fill in the room name. The room numbers shall remain as they appear in the Contract Documents. Dan Pennington requested this information no later than the end of September.
- MAM**
16. Relative to item no. 18 of the previous meeting minutes, the University requires documentation on the specific source and type of generator fuel.

- MAM** 17. Relative to item no. 19 of the previous meeting minutes, Mortenson is intending on using permanent building heating equipment for this upcoming fall, probably sometime the first of October, utilizing steam. They are to expedite as soon as possible the return loop to avoid heat outages in other building locations.
- Contractor is forwarding a PCO for adding a 2-1/2" valve on the condensate in D Bldg., as well as adding an 8" valve in the tunnel.**
- MAM** 18. Relative to item no. 20 of the previous meeting minutes, the Contractor has been given some of the projection hardware and the remainder of it is available by Owner at the request of the Contractor for installation during padding down of the ceiling.
- Architect requested that API forward a sample of the cable wrap for Owner consideration for the podiums.
- MAM, MSA** 19. Relative to item no. 21 of the previous meeting minutes, 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.
- MAM** 20. Relative to item no. 22 of the previous meeting minutes, Contractor will be installing full batt insulation between the roadway soffit ceiling panels and the mechanical lines above.
- MAM** 21. Contractor anticipates moving all trailers off of the site by October 1st. Sod is scheduled for approximately October 15th. The construction fence will be removed after landscaping is nearly completed.
22. John Rashid questioned if the exact location of the Artwork has been established. Architects office has not received any official drawing regarding this issue. This is being coordinated between the Artist and the Design Team.
- MAM** 23. There will be a need for a closure plate on the curtain wall as it passes the floor line. This was reviewed between undersigned and Bret.
- RBJ** 24. Architects office received the display case mock-up. It has been forwarded to RBJ for their review.
- MAM** 25. There was a question concerning isolation of the hot water supply and return branch outs on each floor from the mains. Contractor is to reference Section 15520, page 10, item no. 3.1. The valves are specified and shall be provided and installed.
- 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. **26 The next construction meeting will be held Tuesday, September 14, 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[®]		Sept							Sept							Sept-Oct						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3
	Area A																					
Neuman Insulation	Insulate above ceilings	x	x	x	x				x	x												
Jamar Fitters	Install RCP - 2nd flr	x	x	x	x				x													
Jamar - Fitters	Install RCP - 1st flr									x	x	x	x			x	x	x				
Lance Inc	Install fume hoods -1st & 2nd	x	x	x	x																	
Jamar - Tanners	Install SS duct to fume hoods	x	x	x	x																	
Flament Hampshire	Install ceiling grid after hoods	x	x	x	x																	
Jamar - Tanners	Install GRD's - all areas	x	x	x	x				x	x	x	x	x			x	x	x	x	x		
Norlake	Install cold rooms	x	x	x	x																	
AGO	Plumb fume hoods	x	x	x	x				x	x	x	x	x									
AGO	Label ground floor pipe	x	x	x	x																	
API	Install lites, switches, & recp.	x	x	x	x				x	x												
Flament Hampshire	Pad ceilings															x	x	x	x	x		
Otis Elevator	Install elevator equipment	x	x	x	x				x	x	x	x	x									
Minute-Ogle	Drywall ground floor	x	x	x	x																	
Minute-Ogle	Frame & rock elev. Fronts		x	x	x																	
Northern Erectors	Install sunscreens	x	x	x	x																	
Rainbow Inc.	Prime & paint aquarium rooms		x	x	x																	
	Area B																					
Jamar - Fitters	Install cond.- penthouse	x	x	x	x																	
Lance Inc	Casework & tops - 1st&2nd flr	x	x	x	x																	
Jamar - Tanners	AHU # 3,4& 7 duct & plenums	x	x	x	x				x	x	x	x	x			x	x	x	x	x		
AGO	Install casework plumbing	x	x	x	x																	
API	Install lights, switches, & recp.	x	x	x	x																	
Ulland Bros.	Backfill seat wall		x																			
	Area C																					
Lance Inc.	Install casework- 2nd flr.	x	x	x	x																	
Jamar - Fitters	Install condensate - ground flr.	x	x	x	x				x	x	x	x	x									
AGO	Install cab piping-1st & 2nd flr	x	x	x	x				x	x	x	x	x									
HKL	Install aluminum doors	x	x	x	x																	
Mortenson	Install wood panels	x	x	x	x				x	x	x	x	x			x	x	x	x	x		
Jamar - Tanners	Install SS wall guards	x	x	x	x				x	x	x	x	x			x	x	x	x	x		
API	Install lites, switches, & recp.	x	x	x	x																	
Ulland Bros.	Exc. Waterline, stoop, & road	x	x	x	x				x	x	x											
Rainbow Inc	Prep & paint helical stair								x	x	x	x	x									
	Area D																					
HKL	Install metal panels at soffit	x	x	x	x				x	x	x	x	x									
Minute-Ogle	Frame skyway soffit	x	x	x	x				x	x	x	x	x									
Jamar Fitters	Alworth tunnel heating	x	x	x	x				t	x	x	x										

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MORTENSON[®]		Sept							Sept							Sept-Oct						
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Contractor Responsible	ACTIVITY	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3