



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: **October 5, 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: Greg Ewald -JMD
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, October 5, 2004. There was a review of the previous construction meeting minutes dated September 28, 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
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 2. Relative to item no. 2 of the previous meeting minutes, Architects and Engineers consolidated Field Reports/Correction List (last update 09/28/04) was distributed by the Contractor on 10/05/04.

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 is # 111. **Contractor is to respond to this proposal request as soon as possible.**

4. 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.** Work on ground floor steam and condensate is continuing. Installation of radiant ceiling panels on the first floor will be complete the end of next week. Installation of penthouse unit heaters will be done the end of next week. Ceiling tile installation, first floor, will be done this week. Work is continuing on grilles, registers, and diffusers in all areas. Pre balancing of the second floor continues through the end of next week. Pre balancing of the first floor will start the week of October 18th. Final concrete floor polish on the second floor will start tomorrow through Wednesday of next week. Final floor polish on the first floor will start Thursday of next week through the middle of the following week. Electrical equipment start up on the ground floor is complete. Work on the elevator fit out will continue through the end of October. Taping and sanding of ground floor sheetrock will be complete this week. Installing mechanical drops on the ground floor will be complete this week. Hanging of wood doors on the second floor is continuing through next week.

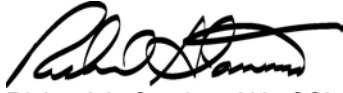
MAM ▪ **Area B.** Installation of ground floor hot water will be complete the end of next week. Work on radiant ceiling panels, second floor, will start the week of October 18th. Air handling units no. 3, 4 and 7, ducts and plenums, is proceeding through mid next week. Installation of ducts and plenums in penthouse 300 is ongoing. Slate on the seat wall is scheduled to start this Thursday. Plumbing of the fume hoods, first and second floors, is continuing through the end of next week. Installation of mechanical room piping is ongoing. Lighting in the labs continues through the end of this week.

MAM ▪ **Area C.** Installation of casework on the ground floor will be complete this week. Installation of island piping on the first floor will be done this week. Work on aluminum doors should be complete this week. Installation of ceiling grid should be complete this week. Installation of wood panels in the Commons area will be complete this week. Installation of stainless steel wall guards is ongoing. Casework receptacle wiring, first and second floors, will be done this week. Work on the road and site grading/curbs and gutters continues through next week. Sheetrock of miscellaneous hard ceilings continues through the end of next week.

- MAM**
- **Area D.** No items noted.
 - **General Items.** All trailers will be offsite this week. Work on landscaping will start the first of next week.
- MAM** 5. Relative to item no. 6 of the previous meeting minutes, Scott Holm and Dave Stringfield reviewed the requirements of Proposal Request No. 104.1 and indicated that they will be needed. Contractor is authorized to proceed.
- MAM** 6. 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** 7. 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.
- Dan Pennington** 8. Relative to item no. 9 of the previous meeting minutes, Dan indicated that he will forward a no-cost PCO outlining items addressed in Architects letter to Dan dated 8/27/04 regarding floor finishes of various areas including Stairs, Penthouse, etc.
- Sebesta Blomberg, Greg Ewald** 9. Relative to item no. 11 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.
- Erick Larson, Greg Ewald** 10. Relative to item no. 14 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.
- Greg indicated that he will hopefully have this information to the Contractor tomorrow.
- Greg Ewald** 11. Relative to item no. 17 of the previous meeting minutes, Contractor had a question to the Owner as to how far the projector should be installed in front of the screen. Specifically, are the locations shown on the Contract Documents acceptable to the Owner or do they need to be revised. MAM is requesting this information as soon as possible.
- Greg Ewald** 12. Relative to item no. 18 of the previous meeting minutes with respect to cable wrap, Architect requested information from the Owner on whether they are going to ask MAM to do the cable wrapping or if this is an Owner issue.
- MAM** 13. Relative to item no. 19 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.
- Greg Ewald** 14. Relative to item no. 20 of the previous meeting minutes, Architect will forward the information that the Architect has with respect to the Artwork to Greg Ewald for his action.

- MAM** 15. Relative to item no. 23 of the previous meeting minutes, discussion was held concerning isolation of the hot water supply and return branch outs on each floor. Contractors PCO regarding this item, Architect stated that this is part of the Contract Documents as indicated in Section 15520, page 10, item no. 3.1. The two 4" valves in Area A are required by the above referenced Specification Section. The valves indicated in Area B are redundant since the supply lines indicate a shut off valve and the return lines are controlled by a circuit setter. **Architect has requested that MAM issue an RFI identifying the proposed locations of the shut off valves for engineers review and further field inspection.**
- MAM** 16. Relative to item no. 26 of the previous meeting minutes concerning back-to-back, as well as side-by-side, fume hoods in the Research Area, Contractor has worked up a mock-up that Architect inspected and took no exception to yesterday, October 4, 2004.
- Currently the Contractor has found a way to hard pipe the utilities from the wall to behind the wood cabinet to the shut off valves. The flex requested by the Contractor is from the shut off valves to the "Tower".
- Contractor is to re-issue RFI 479 into 479.1 for Engineers approval, **as soon as possible.**
- Greg Ewald** 17. Relative to item no. 27 of the previous meeting minutes, the roadway clearance for the overpass is calculated at 14' 9". Greg is to confirm when a roadway clearance sign would be required.
- MAM** 18. After the construction meeting considerable discussion was held concerning the location of the sprinkler drain. The drain is a 2" diameter with a 600 gpm outflow capacity. The Contractor was instructed to install the drain through exterior wall just east of the area well between Grids 6 and 7 on A line. The pipe is to come out perpendicular to the building face at 3' above finished grade.
- Dan Pennington** 19. Greg asked the Contractor for their timing on installing the permanent key cores. Dan is to review and advise Greg.
- Dan Pennington** 20. There is an issue brought up by Sebesta Blomberg with regards to retesting. A copy of Sebesta Blombergs concern went through Mr. Rashid to Dan Pennington for his response.
- SJA** 21. Architect will issue a proposal request for adding a panic on the Chemical Storage Room exterior door. Also, Architect is reviewing Codes concern on Stair No. 2.
- All Contractors** 22. 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. **26 The next construction meeting will be held Tuesday, October 12, 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[®]		Oct							Oct							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	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Area A																					
Jamar Fitters	Install gr. Flr.- steam & cond.	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Install RCP - 1st flr	x	x	x	x	x			x	x	x	x	x									
Jamar - Fitters	Install Pent. - unit heaters	x	x	x	x	x			x	x	x	x	x									
Flament Hampshire	Pad ceilings - 1st floor		x	x	x	x																
Jamar - Tinnners	Install GRD's - all areas	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Tinnners	Balance - 2nd floor	x	x	x	x	x			x	x	x	x	x									
Jamar - Tinnners	Balance - 1st floor															x	x	x	x	x		
Terrazo Restoration	Retroplate 2nd floor			x	x	x			x	x	x											
Terrazo Restoration	Retroplate 1st floor											x	x			x	x	x				
API	Equipment startup - ground flr.	x																				
Otis Elevator	Install elevator equipment								x	x	x	x	x			x	x	x	x	x		
Minute-Ogle	Tape, & sand ground floor	x	x	x	x	x																
Gorham-Oien	Install drops gr flr	x	x	x	x	x																
Mortenson	Hang wood doors 2nd floor		x	x	x	x			x	x	x											
	Area B																					
Jamar - Fitters	Install gr. Flr. - hot water								x	x	x	x	x									
Jamar - Fitters	Install RCP - 2nd floor															x	x	x	x	x		
Jamar - Tinnners	AHU # 3,4& 7 duct & plenums	x	x	x	x	x			x	x	x											
Jamar - Tinnners	Install duct & plenum-Pent #300	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Harbor City	Install slate on seat wall		x	x	x	x			x	x	x	x	x									
AGO	Plumb fume hoods-1st,&2nd flr.	x	x	x	x	x			x	x	x	x	x									
AGO	Install Mech rm. Piping	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Lighting in Labs	x	x	x	x	x																
	Area C																					
Lance Inc.	Install casework - ground flr.	x	x	x	x	x																
AGO	Install island piping-1st flr.		x	x	x	x																
HKL	Install aluminum doors		x	x	x	x																
Flament Hampshire	Install ceiling grid	x	x	x	x	x																
Mortenson	Install wood panels-commons	x	x	x	x	x																
Jamar - Tinnners	Install SS wall guards	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Casework recpt.- 1st&2ndflr.	x	x	x	x	x																
Ulland Bros.	Road & site grading & curbs	x	x	x	x	x			x	x												
Minute - Ogle	Install misc hard ceilings	x	x	x	x	x			x	x	x	x	x									
	Area D																					
Everyone	Trailers off Site			x	x																	
Aloha Landscaping	Install sod & landscape								x	x	x	x	x			x	x	x	x	x		