



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 12, 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, October 12, 2004. There was a review of the previous construction meeting minutes dated October 5, 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

○ Duluth

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

○ 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 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's are #'s 111, 112 and 113. **Contractor is to respond to these proposal requests 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.** Installation of ground floor steam and condensate continues through the end of next week. Installation of radiant ceiling panels on the first floor will be done this week. Work on penthouse hot water will be done this week. Installation of ceiling tile on the first floor will be complete mid next week. Installation of grilles, registers, and diffusers in all areas is ongoing. Pre balancing of the second floor will be done this week with pre balancing scheduled on the first floor to start next week. Final concrete floor polish continues through the end of this week on the first floor. Installation of lighting, first and second floors, will be complete this week. Work on the elevator continues through the end of next week. Taping and sanding of ground floor sheetrock will be complete the end of next week. Installation of ground floor drains and risers will be done this week. Installation of casework on the ground floor will be done this week. Hanging of wood doors on the second floor will be done tomorrow.

MAM ▪ **Area B.** Installation of ground floor hot water will be done this week. Installation of radiant ceiling panels, second floor, will be done the end of next week. Work on air handling units no. 3, 4 and 7, ductwork and plenums, continues through the end of next week. Installation of ducts and plenums in penthouse 300 is ongoing. Installation of slate on the seat wall, weather allowing, will be done the end of this week. Installation of ceiling grid on the second floor continues through the first part of next week. Cabinet piping, first and second floor, is ongoing through the end of next week. Installation of mechanical room piping is proceeding. Work on first and second floor fume hoods is proceeding through next week. Wiring of the fume hoods and plug mold is ongoing.

MAM ▪ **Area C.** Installation of countertops on the first floor will be done this week. Work on piping on the first floor will be done next week. Installation of aluminum windows will be complete the end of this week. Installation of hollow metal doors continues through the end of this week. Stainless steel wall guards will be complete this week. Electrical casework receptacles, first and second floors, will be done the end of next week. Work on curb, gutter, and sidewalk, weather permitting, will continue through the end of next week. No work was noted on this at the time of this inspection. Installation of miscellaneous hard ceilings will be done this week.

- MAM**

 - **Area D.** No items noted.
 - **General Landscape Improvements.** Installation of sod and landscape work is scheduled to start next week.
- MAM**

5. Relative to item no. 6 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**

6. Relative to item no. 7 of the previous meeting minutes, Architect requested that the Contractor forward, as soon as possible, the results of duct testing, all floors completed.
- Sebesta Blomberg, Greg Ewald**

7. Relative to item no. 9 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.
- Greg Ewald**

8. Relative to item no. 11 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**

9. Relative to item no. 12 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**

10. Relative to item no. 13 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**

11. Relative to item no. 14 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**

12. Relative to item no. 15 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**

13. Concerning the yard hydrant, the Contractor is to confirm if the hydrant has an isolation valve inside the building. The height should be modified so that it is approximately no more than 36" above grade.
- Dan Pennington**

14. Relative to item no. 19 of the previous meeting minutes, Greg asked the Contractor for their timing on installing the permanent key cores. Dan is to review and advise Greg.

15. All present inspected the final floor polish. Crack repair will be handled on "per direction" from the Architect only.

- All Contractors 16. 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 17. **26** The next construction meeting will be held **Tuesday, October 19, 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	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	Area A																					
Jamar Fitters	Install gr. Flr.- steam & cond.	x	x	x	x	x			x	x	x	x	x									
Jamar - Fitters	Install RCP - 1st flr	x	x	x	x	x																
Jamar - Fitters	Install Pent. - hot water	x	x	x	x	x																
Flament Hampshire	Pad ceilings - 1st floor					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																
Jamar - Tinnners	Balance - 1st floor								x	x	x	x	x			x	x	x	x	x		
Terrazo Restoration	Rotroplate 1st floor	x	x	x	x	x																
API	Install lighting 1st & 2nd flr.	x	x	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			x	x	x	x	x									
Gorham-Oien	Install ground flr.drains & risers	x	x	x	x	x																
Lance Inc	Install casework - ground flr.	x	x	x	x	x																
Mortenson	Hang wood doors 2nd floor	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	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																
Flement Hamp.	Install grid 2nd floor		x	x	x	x			x													
AGO	Cabinet piping -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		
Lance Inc.	Install 1st flr fume hoods	x	x	x	x	x			x	x												
API	Wire fume hoods, & plugmold	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
	Area C																					
Lance Inc.	Install countertops - 1st flr.	x	x	x	x	x																
AGO	Install piping-1st flr.	x	x	x	x	x			x	x	x	x	x									
HKL	Install aluminum doors				x	x																
Mortenson	Install hollow metal doors	x	x	x	x	x																
Jamar - Tinnners	Install SS wall guards	x	x	x	x	x																
API	Casework recpt.- 1st&2ndflr.	x	x	x	x	x			x	x	x	x	x									
Ulland Bros.	Curbs & sidewalk			x	x	x			x	x	x											
Minute - Ogle	Install misc hard ceilings	x	x	x	x	x																
Aloha Landscaping	Install sod & landscape								x	x	x	x	x			x	x	x	x	x		