



## 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 19, 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 19, 2004. There was a review of the previous construction meeting minutes dated October 12, 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

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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'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.** Work on the ground floor steam will be complete tomorrow. Installation of ground floor drains will be complete the end of next week. Installation of ceiling panels on the first floor will be done tomorrow. Work on grilles, registers, and diffusers in all areas is continuing. Pre balancing of the first floor is ongoing. Installation of light fixtures on the first floor will be done tomorrow. Work on the elevator equipment will be substantially complete the end of this week. Taping and sanding of ground floor sheetrock will be done this week. Installation of casework on the ground floor will be complete this week. Installation of hardware on the second floor will be substantially complete the end of this week.
- MAM**
- **Area B.** Installation of penthouse steam, water, and condensate is ongoing. Work on ground floor hot water will be complete tomorrow. Installation of radiant ceiling panels, second floor, continues through next week. Installation of ducts and plenums in the penthouse is ongoing. Cabinet piping, first and second floor, will be complete this week. Installation of mechanical room piping is proceeding. Installation of fume hoods will be complete this week. Work on receptacles and fixtures will be complete the end of next week.
- MAM**
- **Area C.** Installation of fume hoods continues through the end of next week. Work on second floor ceiling grid will be complete the end of next week. Installation of piping on the first floor will be done this week. Installation of stainless steel wall guards will be complete this week. Electrical casework receptacles, first and second floors, will be complete this week. Sanding and taping of the ground floor will be done this week.
- MAM**
- **Area D.** No items noted.
  - **Exterior Items.** Curb, gutter, and sidewalk, weather permitting, will continue through mid next week. Installation of site lighting continues this week.
  - **General Landscape Improvements.** Work on top soil, sod and landscape will begin the latter part of this week through the end of October.
- SJA** 5. Architect will be getting back to Contractor on modifications to the door bumpers.

- SJA, MAM** 6. Contractor has a question on size and placement of the auto-claves. Architect to review onsite.
- MAM** 7. With respect to the damaged light pole adjacent to the chiller pad, the Contractor is free to contact Facilities to obtain a possible replacement pole from Owners retained stock.
- MAM** 8. Relative to item no. 5 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** 9. Relative to item no. 6 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** 10. Relative to item no. 7 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.
- MAM** 11. Relative to item no. 10 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** 12. Concerning the sidewalk, Owner requested that the Contractor place a single 3" conduit underneath of the width of the sidewalk, just east of the chiller pad, prior to the placement of the sidewalk for future power for the artwork.
- AEI** 13. Relative to item no. 12 of the previous meeting minutes, the Contractor has responded to Architects request for an RFI identifying the proposed locations of the shut off valves for engineer review and further inspection. This item has been sent to AEI.
14. Relative to item no. 14 of the previous meeting minutes, Dan stated that to his knowledge the Best Company has been in direct communication with Facilities on the keying and installation of cores for the building. General Contractor does not believe it is necessary for him to get into this information loop and further stated that the permanent cylinders can be installed at Owner discretion. They are always installed direct Best Company.
- MAM** 15. Relative to item no. 15 of the previous meeting minutes concerning crack repair, Architect requested that MAM notify him as soon as the sample crack repair area has been polished.
- MAM** 16. Architect requested that the Contractor review the curtain wall base detail as soon as possible.
- All Contractors** 17. 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 18. 26 The next construction meeting will be held Tuesday, October 26, 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**

<b>MORTENSON<sup>®</sup></b>		Oct						Oct						Nov								
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
<b>Contractor Responsible</b>	<b>ACTIVITY</b>	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7
	Area A																					
Jamar Fitters	Install gr. Flr.- steam .	x	x	x																		
Jamar - Fitters	Install ground flr.drains								x	x	x	x	x									
Flament Hampshire	Pad ceilings - 1st floor		x	x																		
Jamar - Tanners	Install GRD's - all areas	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Tanners	Balance - 1st floor	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Install lighting 1st floor	x	x	x																		
Otis Elevator	Install elevator equipment	x	x	x	x	x																
Minute-Ogle	Tape, & sand ground floor	x	x	x	x	x																
Lance Inc	Install casework - ground flr.	x	x	x	x	x																
Mortenson	Install hardware 2nd floor	x	x	x	x	x																
	Area B																					
Jamar - Fitters	Install Pent.-steam, water,& cond	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
Jamar - Fitters	Install gr. Flr. - hot water	x	x	x																		
Jamar - Fitters	Install RCP - 2nd floor				x	x			x	x	x											
Jamar - Tanners	Install duct & plenum-Pent #300	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
AGO	Cabinet piping -1st,&2nd flr.	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 fume hoods	x	x	x	x	x																
API	Install recp. & fixtures	x	x	x	x	x			x	x	x	x	x									
	Area C																					
Lance Inc.	Install fume hoods	x	x	x	x	x			x	x	x	x	x									
Flement Hampshire	Install grid 2nd floor				x	x			x	x	x	x	x									
AGO	Install piping-1st flr.	x	x	x	x	x																
Jamar - Tanners	Install SS wall guards	x	x	x	x	x																
API	Casework recpt.- 1st&2ndflr.	x	x	x	x	x																
Ulland Bros.	Curbs & sidewalk	x	x	x	x	x			x	x												
Minute - Ogle	Tape & sand ground floor	x	x	x	x	x																
API	Install site lighting		x	x	x	x																
Aloha Landscaping	Install sod & landscape				x	x			x	x	x	x	x									