



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 26, 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
Brian Morse -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 26, 2004. There was a review of the previous construction meeting minutes dated October 19, 2004.

The following items were discussed and observations made:

SJA Architects

Architecture Interior Design Planning
staniusjohnson.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 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, 113 and 114. **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 drains will be complete this week. Padding of the ceiling on the first floor is scheduled through this week. Work on grilles, registers, and diffusers in all areas is continuing. Wiring of the fume hoods and casework on the ground floor is scheduled through next week. Work on the elevator equipment will be substantially complete the end of this week. Taping and sanding of ground floor sheetrock is scheduled through this week. Installation of casework on the ground floor is scheduled to be complete this week. Installation of hardware on the first floor will be substantially complete the end of this week. Installation of vinyl base is scheduled to begin next week.
- MAM**
- **Area B.** Installation of penthouse steam, water, and condensate is ongoing. Installation of the duct and plenum work in the penthouse no. 300 is scheduled to be complete this week. Installation of fume hood drops is scheduled to be complete this week. Fume hood piping is ongoing. Wiring of the fume hoods and casework is ongoing. Installation of the fume hoods is scheduled to be complete next week. Installation of receptacles and fixtures is scheduled to be complete this week. Installation of the bathroom partitions is scheduled to begin next week.
- MAM**
- **Area C.** Installation of the recessed ceiling panels on the second floor is scheduled to be complete this week. Installation of the fume hoods is ongoing. Installation of the ceiling grid on the second floor is scheduled to be complete this week. Installation of the piping and casework islands is scheduled to be complete this week. Installation of the casework receptacles on the first and second floors is ongoing. Taping and sanding of the ground floor is scheduled to be complete this week.
- MAM**
- **Area D.** No items noted.
 - **Exterior Items.** Concrete paving and sidewalk work is scheduled through next week. Installation of the steel bollards along the mechanical island is ongoing this week. Installation of the sod is scheduled to be complete next 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. Relative to item no. 5 of the previous meeting minutes, Architect will be getting back to Contractor on modifications to the door bumpers.
- SJA, MAM** 6. Relative to item no. 6 of the previous meeting minutes regarding the auto claves, the Architect has reviewed the situation onsite and will be issuing a Proposal Request for a minor modification at room 101.
- MAM** 7. Relative to item no. 7 of the previous meeting minutes with respect to the damaged light pole adjacent to the chiller pad, the Contractor has secured a new pole and this work is complete.
- MAM** 8. Relative to item no. 8 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. 9 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. 10 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 will provide a specific start date for this training program after the scheduled Commissioning meeting on Wednesday, October 27th.
- MAM** 11. Relative to item no. 11 of the previous meeting minutes regarding the newly installed cooling tower lines, the Contractor has furnished the Architect with an "as built" drawing.
- MAM** 12. Relative to item no. 12 of the previous meeting minutes regarding the Owner requested electrical conduit for the artwork, a 2" conduit has been installed under the sidewalk and appropriate markings provided on the concrete sidewalk.
13. Relative to item no. 13 of the previous meeting minutes, AEI has responded to the RFI addressing the proposed locations of the shut off valves. This item was accepted as submitted.
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. Relative to item no. 16 of the previous meeting minutes regarding the curtain wall base detail, MAM will be reviewing this onsite with their sub-contractor on Wednesday, October 27th.
17. A discussion was held regarding PR No. 11 for the floor mat change. Greg Ewald instructed the Architect and Contractor to proceed with the Originally Specified Reese Floor Mat. The carpet insert will simply be changed to a vinyl insert. The 539 vinyl abrasive in black. An additional 2" closure strip will be provided at the perimeter.
18. The Architect is reviewing with Chuck Bosell the requirements for possible additional 2" conduits in a number of rooms for serving the projectors.

- MAM** 19. Greg Ewald requested that the Contractor schedule the closure of all sidewalks closely with Greg Ewald.
20. Greg Ewald questioned the existing flash tank whose line has been cut. This item needs to be coordinated with the new work.
- SJA, MAM** 21. The Contractor questioned the Architect about the need for splash blocks at both the sprinkler drain locations and the roof overflow downspout locations. The Architect will investigate this item and advise the Contractor.
22. Dan Pennington questioned when the punch listing of spaces will begin and the process that will be followed. This item will be reviewed as the project commences.
- All Contractors** 23. 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** 24. **26** The next construction meeting will be held **Tuesday, November 2, 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.

Brian Morse, AIA
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

UMD Science Building Project #031007
3 Week Schedule

MORTENSON[®]		Oct							Nov							Nov						
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Contractor Responsible	ACTIVITY	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	Area A																					
Jamar - Fitters	Install ground fir.drains	x	x	x	x	x																
Flament Hampshire	Pad ceilings - 1st floor	x	x	x																		
Jamar - Tanners	Install GRD's - all areas	x	x	x	x	x			x	x	x	x	x			x	x	x	x	x		
API	Wire hoods, & casework-gr. Flr.	x	x	x	x	x			x	x	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 fir.	x	x	x	x	x																
Mortenson	Install hardware 1st floor	x	x	x	x	x																
Contract Tile	Install vinyl base								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 1st floor fin tube								x	x	x	x	x									
Jamar - Fitters	Install RCP - 2nd floor								x	x	x											
Jamar - Tanners	Install duct & plenum-Pent #300	x	x	x	x	x																
Jamar - Tanners	Install fume hoods drops	x	x	x	x	x																
Flament Hampshire	Grid ceilings - 1st floor								x	x	x	x	x			x	x	x	x	x		
AGO	Fume hood piping	x	x	x	x	x			x	x	x	x	x									
API	Wire hoods, & casework	x	x	x	x	x			x	x	x	x	x									
Lance Inc.	Install fume hoods	x	x	x	x	x			x	x	x											
API	Install recp. & fixtures	x	x	x	x	x																
Mortenson	Install bathroom partitions								x	x	x											
	Area C																					
Jamar - Fitters	Install Recessed panels-2nd flr.				x	x																
Jamar - Fitters	Install 1st floor fin tube															x	x	x	x	x		
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																
AGO	Install piping in casework island	x	x	x	x																	
API	Casework recpt.- 1st&2ndflr.	x	x	x	x	x																
Ulland Bros.	Concrete paving, & sidewalk	x	x	x	x	x			x	x												
Minute - Ogle	Tape & sand ground floor	x	x	x	x	x																
Mortenson	Install bollards		x	x																		
Aloha Landscaping	Install sod		x	x	x	x			x	x												