



**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:** **May 6, 2003**  
**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 -UMD  
Rick Stanius -STANIUS JOHNSON architects  
Mike Pierson -M.A. Mortenson  
Dan Pennington -M.A. Mortenson  
Bob Braun -M.A. Mortenson

**OBSERVATIONS AND DISCUSSIONS:**

A construction meeting was held at 1:30 p.m. on Tuesday, May 6, 2003.

There was a review of the previous construction meeting minutes dated April 29, 2003.

The following items were discussed and observations made:

**Stanius Johnson Architects**

1831 East 8th Street, Duluth, Minnesota 55812-1396

Principals Kenneth D. Johnson AIA Rickard A. Stanius AIA Ronald E. Stanius AIA

Associates Brian D. Morse AIA Larry M. Turbes AIA

Phone 218-724-8578 Fax 218-724-8717 www.staniusjohnson.com

**ACTION**

**MAM** 1. Relative to item no. 3 of last weeks meeting minutes, questioned by the architect contractor reported that they are currently on schedule. Also, they are not aware of any issue that is holding them up by either the Design Team or Owner.

2. Progress to date:

**MAM**                   ▪ Reference attached short-term construction schedule.

**MAM**                   ▪ Delivery of re-bar is on-going as contractor is progressing with forming and pouring of the building footings and the foundation wall systems.

**MAM**                   ▪ The contractor reported that the hard surface existing storm water inlets have been bagged at this time. The contractor is aware of the responsibility to install rock and fabric on an “as necessary and required basis” in reaction to given circumstances. They are also aware that the streets need to be broom cleaned on a daily basis to prevent sediment from compromising the inlet protection and actually draining into the inlets.

**MAM**                   ▪ Work is continuing on the City of Duluth waterline. The line is being tested at the present time. The shutdown and tie-in date of May 7, 2003 still holds, contingent that the test passes. The shutdown is a four-hour duration.

As indicated in last weeks meeting minutes the architect is still awaiting Proposal Request No. 8 revising the waterline location.

**MAM**                   ▪ Concerning item no. 17 of last weeks meeting minutes, contractor is proceeding with installation of chain-link tree protection.

**MAM** 3. The pre-construction meeting minutes, under shop drawings, notes that the A/E “shall send a complete set of shop drawings for University records” to Facilities Management. The contractor, however, does have the requirement to maintain that set of shop drawings in a permanent file as indicated in Section 01700-4, paragraph 1.8. Under sub-paragraph “g” these documents shall be submitted to the architect with claim for Final Application for Payment, who will in turn as noted in the pre-construction meeting minutes turn them over to the owner.

The architect is, as a courtesy and requested by Mr. Rashid, sending him copies of the shop drawings as they are being approved but this is not to be considered the final library set of shop drawings submitted as part of the close-out documents.

4. Relative to item no. 4 of the previous meeting minutes concerning submittals, architect is still awaiting the following from the contractor.

**MAM**                   ▪ List of material suppliers.

**MAM**                   ▪ Holistic construction schedule.

**MBJ**                   ▪ Concrete Design Mix. Both interior and exterior have been submitted to the Design Team for review, specifically the interior slab on grade, additional information requested by Paul, was submitted to contractor today. Therefore, all of the Design Mixes for the project were resubmitted today to the structural engineer.

**MAM**                   ▪ Grout and Mortar Design Mix.

**MAM**                   ▪ Bituminous Design Mix.

**Design Team**       ▪ Backfill sieve test. See attached.

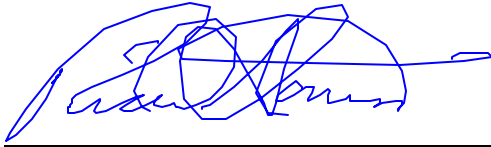
**MAM**                   ▪ Coordination drawings.

**MAM**                   ▪ Mock-ups.

- MAM**
- Color samples.
5. Relative to item no. 5 of the previous meeting minutes, contractor distributed the current RFI log and the current submittal log.
- MAM**
6. Relative to item no. 6 of the previous meeting minutes with respect to color submissions, again, architect stressed the importance of getting all color samples to the architect for the project immediately.
- There is a possibility of submitting an interior color board for owner review and approval separate from an exterior color board. However, the contractor again needs to impress onto their suppliers and sub-contractors the importance of getting colors to the Design Team immediately.
- Greg Ewald**
7. Relative to item no. 9 of last weeks meeting minutes, attached to these meeting minutes are UMD Facilities Management Status Reports.
- UMD**
8. Relative to item no. 11 of the previous meeting minutes, the University intends to salvage two existing Spruce Trees on the southeast quadrant of the site.
- MAM**
9. Relative to item no. 12 of the previous meeting minutes, contractor's intent is to provide a concrete floor finish mock-up in the mechanical room which should be one of the first slab-on-grade pours.
- The contractor had a question on the sealing of the concrete. Reference Section 03375. The Cure-n-seal, which is the typical curing agent, is found in Section 03370, not to be confused with the concrete sealer in 03375.
- MAM**
10. Relative to item no. 13 of the previous meeting minutes, discussion again was held concerning the Proposal Request No. 9 for galvanizing exposed steel lintels and deleting painting. The contractor stated that there will be a couple of options presented at the time of the proposal which will be reviewed by architect and owner. At this point it was felt that it would be simpler if the entire lintel and platelet were galvanized to avoid confusion.
- ASI**
11. Relative to the additional chiller placement, Design Team will be issuing a proposal request involving this work. AEI did indicate that the existing cooling tower pad is sized to handle the additional chiller tower. AEI is to verify this item. There is a mechanical line in close proximity to the pad but it was felt that if the pad needed to be enlarged it wouldn't interfere with the line.
- MAM**
12. Relative to item no. 14 of last weeks meeting minutes, architect reviewed Proposal Requests that are outstanding which are numbers 2 through 11, and Construction Change Directive No. 1. The CCD needs to be signed by the contractor and returned. The contractor was encouraged to respond as soon as possible.
- MAM, SJA, UMD, RBJ**
13. Relative to item no. 15 of last weeks meeting minutes, there is an onsite meeting set up for May 15, 2003, at 11:00 a.m., at Cold Springs Granite. The purpose of the meeting is to review the taconite panels currently cut and ready for inspection.
- MAM**
14. Relative to item no. 16 of last weeks meeting minutes, GME is out onsite to verify soil bearing capacity. GME outlined their foundation excavation recommendations in a letter of May 1, 2003, sent to Bob Braun. Bob does have a copy and takes no exception. The bearing capacity has exceeded the 8,000-lb. to this point, as noted in GME's field reports.
- SJA**
15. The contractor requested that the bridge analysis and structural re-design be expedited.

**All Contractors 16. The next construction meeting will be held Tuesday May 13, 2003 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.



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Rickard A. Stanius, AIA, CSI  
bsa

attachments


cc: John Rashid, UMD  
Jim Riehl, UMD  
Bruce Gingerich, UofM – (mail)  
Bryan Keberlein, AEI  
Michael Ross, RBJ  
Tiffany Nash, RBJ  
Dan Murphy, MBJ  
Rick Stanius  
File

Greg Ewald, UMD – (mail)  
Scott Holm, UofM – (mail)

Ken Kornberg, KKA  
Tom Oslund, O&A  
Chris Rousseau, MSA  
Paul Johnson, MBJ  
Brian Morse

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**UMD Science Building Project #031007**  
**3 Week Schedule**

		May										May					May					May							
		M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
		5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
Mortenson	Build gang wall forms	X	X	X	X	X																							
Mortenson / Sowles	FRP Ext tet wall - handset		X	X	X	X					P																		
Mortenson / Sowles	FRP Found wall L-line										X	X	P																
Mortenson / Sowles	FRP Found wall L-15 - K.5-15																	P											
Mortenson / Sowles	FRP K-5-15 to H5-15																	X	X	X	P								
Mortenson / Sowles	FRP FTGS L-17 - K-18		X	X	P																								
Mortenson / Sowles	FRP FTGS K-18 -G-18					X				X	P																		
Mortenson / Sowles	FRP FTGS G-18 - E-18											X	X	P															
Mortenson / Sowles	FRP FTGS E-18 - A-12																X	X	P										
Ulland Brothers	12" watermain chlorine test	X																											
Ulland Brothers	Flush & bacteria test		X																										
Ulland Brothers	Water line shutdown & connection			X																									
Ulland Brothers	Excavate ftgs 18 line	X	X	X	X																								
Ulland Brothers	Excavate ftgs A-18					X				X																			
Ulland Brothers	Excavate ftgs C-7 to C-1									X	X	X																	
Ulland Brothers	Excavate ftgs C-1 to A-1												X	X															
Ulland Brothers	Excavate ftgs A-1 to A-8															X	X												
Ulland Brothers	Backfill area A-15 line																	X	X	X									

## Brenda Abrahamson

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**From:** Joy [jmichali@d.umn.edu]  
**Sent:** Wednesday, May 07, 2003 12:56 PM  
**To:** umd.business.announce@d.umn.edu  
**Subject:** James I Swenson Science Building Update - May 7, 2003

IMPORTANT! This message has been blind-carbon-copied to you.  
Do not reply-to-all or forward it without the author's permission.

DATE: May 7, 2003

TO: UMD Campus Community

FROM: Greg Ewald, Project Manager

RE: James I. Swenson Science Building

Lot W is now completely closed and will remain closed for the project duration (December 2004).

Kirby Drive from College Street to the Kirby Bus turn around is also now closed to thru traffic but will remain accessible for emergency and construction usage only.

A power-operated door has been installed at the south end of Marshall W. Alworth Hall to complete the accessible route.

As of Monday, April 28, the exit from the Kirby Loading Dock has been closed to routine thru traffic, but remains accessible as an "emergency exit" only. Exiting from the Kirby Loading Dock will be by means of utilizing the current entrance. Stop and go lights have been installed to allow two-way traffic. Please notify any personel/vendors using this facility of these changes.

During the week of May 12th, contractors will continue erosion and sediment control, excavation, foundation work, and re-routing of the city owned water-line service to the UMD Campus.

Should you need any additional clarification or have special needs, please call Facilities Management at X8262 or Greg Ewald at X8274.

Thank you again for your patience and understanding during the construction process.

To view the construction site, please follow this URL to the project web cam <http://labscicam.d.umn.edu/axis-cgi/jpg/image.cgi?resolution=704x480>

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Joy M  
Facilities Management  
Extension 8244  
Have an awesome day!