MEETING MINUTES

Project: University of Wisconsin – Eau Claire
        University Student Center

Project No.: 07E2D / 2934

Meeting Date: Tuesday | September 13, 2011

Present: Neal Shurden  DSF
         John Zimmerman  HVP-DSF
         Chris Hessel  UWEC
         Beth Hellwig  UWEC
         Kevin Kraemer  Kraemer Brothers
         Ed Wynhoff  Kraemer Brothers
         Jason Perry  Kraemer Brothers
         Frank TruchonKBK Services
         Chris Kontny  KBK Services
         Hans Peterson  Zimmerman Plumbing
         Kevin Blaha  B&B Electric
         Junior Ruf  B&B Electrical
         Bill Steebs  ALC
         Brady Shepler  McCabe
         Dale Ward  General Sprinklers
         Chad Auld  Auld Communications
         Dane Grunerud  Auld Communications
         Kirt Pickering  MEP Associates
         Kyle Clark  Bray Architects

Reported By: Kyle Clark

Purpose of Meeting: Construction Progress Meeting 13

Discussion/Action

1. Work Progress Past Two Weeks
   a. Masonry block is topped out on 0.6 line; 0.7 line; N line from 0.7 to 2.5; B line from 3 to 7; RA line; R9 line and RD.7; block is to elevation 19’-4” on RB and R6.7 lines; block is to elevation 44’ RD and R8.3 lines; block is elevation 24’ on N line from 3 to 7 lines and 8 to 12 lines; Cabin Stair is to elevation 37’-4”.
   b. Brick is to elevation 48’ on 0.7 from E to H lines, N line 0.7 to 2.3; brick is to elevation 10’ on B line from 3 to 7 line; brick is to elevation 44’ on RD and R8.3 lines; brick is to elevation 16’-8” on N line from 3 to 7 line and N line 8 to 12.
   c. Stone veneer is complete on R9, 90% on RD.7 and 95% XA on RA.
d. 4th floor decking is complete.
e. 4th floor deck pours are complete.
f. 4th floor mechanical pads are complete.
g. HVAC units were craned to the 4th Floor Mechanical Room on 8/8/11 and 8/9/11.
h. Roof steel began 8/25/11 and is 40% complete.
i. Roof decking has begun and is 15% complete.
j. Roof blocking has begun.
k. Fluid applied air barrier is 65% complete.
l. Applied fireproofing is complete on 3rd floor and 90% complete on 4th floor.
m. Underground electrical and plumbing rough-in is 50% complete.

n. We received permission from American Testing Engineering to progress with underground rough-in east of 7 line on 8/7/11.
o. Building fill to bottom of stone has begun for the slab on grade.
p. Metal stud framing on 2nd floor 75% complete. Second floor interior soffits and bulkheads are 25% complete.

q. 3rd floor metal stud layout began on 9/12/11.
r. Boulder walls for the Center Bridge are complete.
s. Installation of the grease interceptor has begun.

2. Work Scheduled For Next Two Weeks
   a. Roof steel, rigging beams and metal decking will continue.
   b. Roof blocking will continue.
   c. MEP rough-in will follow the fireproofing of the steel.
   d. Underground rough-in west of 7 line will be completed.
   e. Pouring of slab on grade will begin the week of 9/19/11.
   f. Metal stud framing will continue on 2nd and 3rd floors.
   g. MEP rough-in will continue on 2nd and 3rd floors.
   h. Installation of the grease interceptor will be completed by 9/15/11
   i. Masonry block will continue 3rd floor to roof.
   j. Brick, and stone veneer will continue 2nd to 4th floor elevation.
   k. Aluminum windows will continue to follow the masonry.
   l. Roofing materials will start to arrive the week of 9/26/11.
   m. Precast spandrels will begin the week of 9/26/11.

3. Issues, Concerns, Questions
   a. The roofing is not finalized; a roofing pre-installation meeting needs to be scheduled. Ron Wunsch expects to have the shop drawings returned by 9/16/11 and is requesting a quick turn around. Do we want to schedule this for the next progress meeting on 9/27/11?
      i. Dave Bartelt with DSF should be contacted to verify if he wants to attend and if so when he can make it.
   b. The metal panels are not finalized.
      i. The panel color for MP-3 was received last week and is being reviewed.
      ii. The architect is still waiting for a revised MP-2 sample for final approval.
   c. K1-7 shows the refrigeration lines running up the outside of the building above the 10’ ceiling and into the building on approximately 6.9 line.
      i. The architect and University would like to see these lines moved to inside the building and run in the inside furring on the exterior walls. Kyle will get a sketch to Ed showing where these lines could be installed.
   d. The existing electrical duct bank is in conflict with the steam tunnel. All steam tunnel work has stopped pending a resolution (RFI #133 was submitted).
      i. The Mechanical Engineering is working on a solution to relocate the steam tunnel. The revised layout will be forwarded to the University and Kraemer Brothers for review once it is completed.
4. Construction Bulletins (CB’s)
   a. CB’s 1031, 1038, 1051, 1052 and 1059 are being reviewed.
   b. CB’s 1063, 1064 and 1065 are awaiting pricing.
   c. CB 1066 has been approved by the architect and is awaiting final approval from DSF.
   d. The following change orders have been issued:
      i. Change Order O-25 was issued on August 31st for CB 1056.
      ii. Change Order O-26 was issued on September 7th for CB 1058.
      iii. Change Order O-27 was issued on September 7th for FO 14 and FO 15.
      iv. Change Order O-28 was issued on September 9th for CB 1061 and CB 1062.
   e. CB’s need to be issued for the following:
      i. Revised site lighting.
      ii. Elimination of demolition and patching work at North end of the Nursing Parking Lot.
   f. CB 1055 for Communication Cabling and Equipment should be voided. The originally submitted products will be used.

5. Submittals
   a. Submittals that are being reviewed at this time are;
      i. Terrace Guardrails
      ii. Metal Panel MP-3 Color Sample
      iii. Standing Seam Roof Color Samples
      iv. Interior Glass Samples
      v. Wood Flooring
      vi. Terrazzo Treads and Risers
      vii. Roller Window Shade Color Samples
      viii. Theatrical Lighting Control
      ix. Communications Cable
      x. Site Concrete Rebar
   b. Submittals that still need to be submitted for review include;
      i. Millwork
      ii. Standing Seam Metal Roof Drawings/Details
      iii. Vegetated Roof Assembly
      iv. Curtains and Drapes.

6. Request for Information (RFI’s)
   a. The RFI’s that are outstanding and awaiting a response are;
      i. RFI 126 – Backwater Valve
      ii. RFI 133 - Steam Tunnel Conflict With Existing Duct Band

7. Field Orders (FO’s)
   a. The following proposal have been submitting and are waiting to be issued as FO’s:
      i. KB Proposal 28 – Asphalt paving of temporary walk.
8. General Discussion
   a. Schedule
      i. The schedule is still on track with what was originally submitted. All Critical path items are being met.
      ii. Building enclosure is anticipated to be around the week of November 21, 2011.
      iii. Provide a more detailed breakdown of the schedule by floor. Note when activities will start and complete on each floor.
      iv. A three week construction schedule for the period of 9/12 thru 9/30/2011 is attached.
   b. As-Built Drawings
      i. The contractors are to be sure they are updating the as-built drawings on a regular basis.
      ii. Ed with Kraemer Brothers has a set of as-built drawings in the trailer with a log noting the changes being made to the drawings.
   c. Commissioning
      i. MEP Associates, LLC will be providing the commissioning services for this project. Kirt Pickering is the Project Manager for MEP.
      ii. This project will have Level 2 Commissioning and will require the contracts to complete the Construction Verification Checklists and Functional Performance Test forms.
         1) Kirt has put together binders with all of the required forms organized by division.
         2) These forms will be kept in Kraemer Brothers trailer for all contractors to access.
      iii. Kirt will attend the foreman’s meeting this Monday, September 19th to review the commissioning process in more detail.
   d. Vegetated roof assembly.
      i. CB 1022 related to the vegetated roof warranty is being voided. The specifications define what the State requires for a Roofing System Manufacturer’s Total System Warranty.
      ii. Shop drawings for the vegetated roof should be submitted next week for review.
   e. The west bridge has been erected and the sidewalk has been poured over the bridge.
      i. Chris Hessel asked when the bridge will be stained. They need to wait 28 days from the day the pieces were cast until they can stain them.
         1) The bridges were being stained today and will be reviewed after the meeting.
            a) Chris and Kyle reviewed the bridges after the meeting and there are several issues that need to be addressed.
            b) The stain colors being used do not match what was approved on the mock-up panel. Ed will talk with the bridge manufacturer that did the mock-up and supply the paint colors to the contractor doing the painting.
            c) The bridges still need to be patched/repai red before they can be stained.
      ii. When erecting the other bridges the contractor should get the inside faces of the bridge panels to be flush with each other which is where the pedestrians will be walking and will see the bridge.
         1) The quality of fabrication/erection of the center bridge was no better than that of the west bridge and the same issues were noted. These issues need to be resolved before the bridge is fabricated.
f. Temporary Heat is schedule to start in December
   i. Steam from the University will be used.
      1) The contractor asked if the condensate needs to go back to the plant or can be sent to a drain. Chris Hessel has said that the condensate for the temporary heat will not go back to the plant.
   ii. The building needs to be enclosed before temporary heat can begin.
   iii. If the gas line is needed for any heating Chris will need at least 1 month notice to get the installation scheduled with Excel Energy.

g. Settlement plates and monitoring of the east half of the building will continue for the next few weeks. Before any underslab work can take place on this half of the building AET will need to give final approval.
   i. Bill Kwasny with AET will be contacted to see if underground work can begin on the east half of the building.
      1) AET gave approval for the underground work to begin on the east half of the building.

h. Where the contractor accessed the site north of the new bridge for landscape work there are some broken panels in the sidewalk that will need to be replaced. The University would like to widen this sidewalk when it is replaced. Chris will work with Ed to come up with a final solution.
   i. This work will need to wait until school is out next spring before being completed.

i. There is a lot of standing water around the south side of the building and there is concern this will remain saturated and cause issues when it comes time to do the finished site work (parking, planter’s walks, etc.)
   i. It was suggested that some grading be done to get the water away from the building.
   ii. No work can be done re-grading until the stone masonry is complete and the scaffolding has been removed.
      1) The southeast corner of the site is being cleaned up now that the masonry is complete and the area will be re-graded.

j. Chris brought up his concern with the concrete curb detail (3/C901) at the vegetated roof and would like the design team to review this and look at possible alternate solutions.
   i. There is concern that over time this will compress the insulation and cause ponding water.
   ii. Can something be built up from the roof structure and flashed to create a more permanent solution.

k. Any communications cable that is installed must not be painted.

l. Some of the spray-on fireproofing is getting damaged now that work is taking place on the floors that have been sprayed. This will needs to patched/repaired before it gets covered up.

m. There are some areas on second floor where ductwork that has been installed might interfere with the installation of the metal studs and drywall. The contractors need to be sure they are coordinating their work with other trades and sequencing the installation to allow room for each trade to work.

n. The underground plumbing lines need to be capped with something more than just duct tape to prevent dirt/debris from getting into the pipes.

o. Chris Hessel has asked if when the temporary walk is paved can the work at the Nursing School parking lot be completed at the same time.
   i. A CB will be issued to delete this demolition work from the contract. The work will be done as part of another project.
   ii. A proposal has been issued by Kraemer Brothers for paving the temporary walk and a field order will be issued for this work.
p. Chris asked when the landscape work at the nursing building will be done.
   i. The contractor should be on site this week to start that work.
q. Deliveries, Parking, Site Access
   i. When opening the first set of gates they need to be opened into the fenced in area, not out into the parking lot.
   ii. If trucks delivering equipment/supplies to the site cannot get into the site right away arrangements need to be made with Chris prior to their arrival. Trucks cannot wait or park in the Phillips lot until space opens up. This lot is used by the faculty and the spaces cannot be blocked by delivery trucks.
   iii. There is no parking between the two sets of gates. Tickets will be issued for those vehicles that are parking there.
r. A preinstallation meeting for the fire protection should be scheduled prior to any work starting.
   i. The contractor should review and verify all ceiling heights prior to installation of any piping.
s. Beth Hellwig asked if the digital dashboard was part of the project.
   i. The digital dashboard itself is not part of the project but the metering required to get the data for the display is included.
   ii. The University would also like to meter the solar hot water usage.
      1) Kyle will check if there is any metering currently on the solar hot water system and if not what it will take to add this to the project.
t. Beth also noted that the University is currently working on an overall master plan for signage, both interior and exterior, that will include the signage for this building.

9. Next Meeting
   f. Date: Tuesday, September 27, 2011
   g. Time: 1:00 pm
   h. Location: Maintenance and Central Stores Building, Room 120 (Conference Room)

The above information is the interpretation of the meeting activities and comments; and should be reviewed by all attendees. Please comment on any discrepancies and inform the writer as soon as possible of any changes required. Date issued: Thursday | September 15, 2011.

BRAY ASSOCIATES ARCHITECTS, INC.

Kyle J. Clark, AIA, NCARB, LEED AP
Architect

cc: All Present
    Nicole Peterson, Kraemer Brothers
    Shawn Plum, Burt Hill
    Richard Noble, Multivista
    doadsfprojectfile@wisconsin.gov
    Ron Wunsch, Kraemer Brothers
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<td>Aluminum Windows &amp; Curtain Walls</td>
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<td>Metal Framed Skylight</td>
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<td>Solar Collector Delivery</td>
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<td>Roofing Material (west to east)</td>
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