MEETING MINUTES

Project: University of Wisconsin – Eau Claire
University Student Center

Project No.: 07E2D / 2934

Meeting Date: Tuesday | November 22, 2011

Present: John Zimmerman HVP-DSF
Chris Hessel UWEC
Beth Hellwig UWEC
Ross Kraemer Kraemer Brothers
Kevin Kraemer Kraemer Brothers
Jason Perry Kraemer Brothers
Chris Kontny KBK Services
Kevin Blaha B&B Electrical
Dale Ward General Sprinklers
Darin Wagner Audio Architects
Kyle Clark Bray Architects

Reported By: Kyle Clark

Purpose of Meeting: Construction Progress Meeting 18

Discussion/Action
1. Work Progress Past Two Weeks
   a. Exterior Block is 99% complete.
   b. Brick is 99% complete.
   c. Stone veneer is 65% complete, work has resumed.
   d. Stone wall caps are 80% complete.
   e. The exterior stone for the Cabin Stair is complete.
   f. The Dining and Campus Living chimney has started.
   g. EPDM is 98% complete.
   h. Aluminum windows and curtain wall framing is 85% complete, glazing is 60%.
   i. The Steam Tunnel walls are waterproofed, insulated and backfilled.
   j. The roof fireproofing is 75% complete.
   k. Slab on grade is 98% complete.
   l. Metal stud framing is 65% complete.
   m. Metal handrails are 80% complete in the stairwells.
   n. Temporary Enclosures are 65% complete.
   o. Louvers are 57% complete.
   p. Elevator equipment has been received and installation has begun.
q. The Green Roof has begun; curbs will be poured in the spring.
r. 1st floor metal studs have begun.

2. Work Scheduled For Next Two Weeks
   a. Metal stud framing and drywall will continue finishing from the top down.
   b. Exterior soffit framing will finish.
   c. Interior block and stone will continue.
   d. Interior Stone will begin.
   e. The Dining and Campus living Chimney will complete
   f. Windows and curtain wall installation will continue to follow the soffit framing and
      blocking on the upper elevations.
   g. Louvers will continue.
   h. The Skylight will be installed
   i. Roof fireproofing will continue to follow the roofing.
   j. Steam piping will resume upon finalization of the steam piping modifications.
   k. Duct installation will continue.
   l. Electrical rough-in will continue.
   m. Temporary enclosures will finish.

3. Issues, Concerns, Questions
      i. A conference call was held November 1st with the University, B&B Electric, and
         the Design Team to discuss the audio visual.
      ii. CB 1087 was issued on November 7th for revisions made to the Theatrical
          Lighting Controls.
      iii. B&B is putting together a revised submittal (Rev. E) for final review.
   b. Steam piping modifications.
      i. A CB will be issued for the modifications.
      ii. The modifications will be forwarded to KBK prior to the CB being posted.
   c. Campus Living and Dining fireplace venting.
      i. This has been resolved through a conversation between Ed Wynhoff and Kyle
         Clark.
   d. Where does the University want the attic stock for the brick?
      i. Brick attic stock can be dropped off at the Maintenance and Central Stores
         Building. Chris Hessel will direct the contractor where to place it.

4. Construction Bulletins (CB’s)
   a. CB’s 1067 and 1080 are being reviewed.
   b. CB’s 1071, 1073, 1075 and 1078 are awaiting additional information or revised pricing
      from the contractor.
   c. CB’s 1083, 1084, 1087, 1090, 1091, 1093, 1094, 1095, 1098, and 1099 are awaiting
      pricing.
   d. CB 1088 has been approved by the architect and is awaiting final approval from DSF.
   e. CB’s 1031 and 1038 will be voided and reissued.
   f. The following CB’s need to be issued;
      i. Concrete Roof Curb revisions at Vegetated Roof.
      ii. Planter revisions at Stair 1.
      iii. Eliminate the spare light fixtures requested in the specifications.
      iv. Size of projection screen in Multi-Purpose Room.
      v. Caulking of parapet wall caps.
      vi. Steam piping revisions where it enters the building.
   g. The following change orders have been issued;
      i. Change Order O-35 was issued on November 14th for CB’s 1059 and 1081.
      ii. Change Order O-36 was issued on November 14th for CB 1047.
5. Submittals
   a. Submittals that are being reviewed at this time are;
      i. Light Fixture Resubmittal

   b. Submittals that still need to be submitted for review include;
      i. Architectural Woodwork Resubmittal (Set 2 and 3)
      ii. Vegetated Roof Growth Media Product Data and Samples
      iii. Tile Samples Resubmittal (G-3, G-4)
      iv. Light Fixture Finish Resubmittal (AA, AAW)

6. Request for Information (RFI’s)
   a. The RFI’s that are outstanding and awaiting a response are;
      i. RFI 168 – Stair #3 Shaftwall.

7. Field Orders (FO’s)
   a. There are no outstanding field orders at this time.

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 28, 2011.
      iii. A three week construction schedule for the period of 11/21 thru 12/09/2011 is
           attached.
      iv. An updated project schedule 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.
   d. The precast bridges were reviewed with Steve Matheny from American Prefabricated
      Infrastructures prior to the meeting (09-27-2011) to discuss the outstanding issues and
      the following resolutions were agreed to.
      i. The stone pattern at the panel joints will be repaired so they match from one
         panel to the next.
      ii. The stain will be reapplied with the colors approved on the mock-up panel. The
          current stain was also to “glossy” and this will be eliminated from the new stain.
          The colors of the bridges are to match the stone on the building.
      iii. The end walls of the bridges will have a precast panel that matches the cap
           installed to cover the bare concrete.
      iv. The blockouts at the panel anchors will be grouted before the walkway is
          poured.
      v. A meeting was held with Steve from API prior to the progress meeting (11-22-
         2011).
         1) Steve indicated that they will be making repairs to the bridge by applying
            a thin coating of concrete patch and pressing individual “stone” forms
            over each existing stone shape.
         2) Chris Hessel has asked to see the product data for the concrete patch
            materials prior to any work starting.
3) A sample area should be done on site prior to the rest of the work being done. This sample should be completed within the next two months.

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.
         a) After further review of the amount of steam that will be used the condensate will need to be routed back to the plant once the University determines that it is clean.
   ii. The building needs to be enclosed before temporary heat can begin.
      1) If there is no glass in the windows these opening will need to be blanketed. Plastic over the openings will not provide enough protection against heat loss.
   iii. Unit 10 has been piped and will used for temporary heat along with some temporary heaters. Another unit might be brought online if needed.
   iv. Final steam installation is on hold until the steam piping modifications can be made.
      1) A CB will be issued with the changes required.
      2) A list of revisions will be provided to KBK ahead of the CB being issued so they can order any required materials to keep things moving and on schedule.

g. 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.

h. 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.

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

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

k. 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.

l. Students have been getting into the construction site on the weekends.
   i. Kraemer Brothers needs to be sure that all fencing is secured and in place.
   ii. Once the building is enclosed there will temporary doors installed with locks.
m. Landscaping at Nursing between the building and new sidewalk needs to be completed. Also, the planters have debris left in them and need to be cleaned out.
   i. This work will be completed this week.

n. Plantings were installed along the sidewalk North of West Bridge but no mulch has been placed yet.

o. B&B should look at adding an additional light along the temporary walk at the West Bridge. The University has received complaints that it is too dark.
   i. Junior indicated a light might be out and will review this and add another light if required.

p. Beth also mentioned that there has been some talk about adding a time capsule to the project and had asked where it could be placed.
   i. The design team will review this and provide some recommendations.

q. Kevin from B&B brought up his concern about installing grounding rods inside the electrical pits and penetrating thru the waterproofing at the bottom of the pit. After a conversation with David Stafne he has suggested installing this outside of the pits and coring a hole near the top of the pit for the conduit and sealing the hole with Linkseal.
   i. Kevin should submit a cost thru Kraemer Brothers so a field order can be issued for this revision.

r. Chris Hessel asked if a portion of the curb at the south side of the Phillips Lot near the foot bridge and walkway can be removed now to help with snow removal this winter.
   i. The fencing has been adjusted and it was revised by the campus grounds crew. Chris will review.

s. The silt fence around the site needs to be looked at, repairs made and the inlets cleaned out.

t. Chris asked if B&B will need to schedule a shut down of the electrical service to remove their temporary service lines. If this needs to happen let Chris know so a time can be scheduled.

u. A moisture test should be conducted on the fireproofing prior to it being enclosed with drywall.

v. Until temporary heat is provided in the building any interior masonry work will need to be protected per requirements noted in the specifications.

w. General Sprinkler Corporation needs a copy of the flush report for the water service.
   i. Kraemer Brothers will provide this information to them.

x. The existing Heritage Room will be closed down at the start of Spring Break (March 19th, 2012) to allow for the dismantling of the materials that need to be moved to the new building.

y. The custom patterns for the graphic film (TF-1) that is being installed at the vision panel for each meeting room needs to be provided to the contractor by the end of January.

z. There is a very good chance that there will be two aquariums added to the project. These will be located in the North wall of Open Work Area 220Q in place of Interior Storefront ISF-17. Once this information is finalized a CB will be issued.

9. Next Meeting
   f. Date: Tuesday, December 6, 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: Monday | November 28, 2011.
## Three Week Construction Schedule For the Period of 11/21/11 – thru – 12/09/11

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**Kraemer Brothers, LLC**

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