MEETING MINUTES

Project: University of Wisconsin – Eau Claire
University Student Center

Project No.: 07E2D / 2934

Meeting Date: Tuesday | December 20, 2011

Present: Neal Shurden DSF
John Zimmerman HVP-DSF
Chris Hessel UWEC
Ed Wynhoff Kraemer Brothers
Ross Kraemer Kraemer Brothers
Kevin Kraemer Kraemer Brothers
Jason Perry Kraemer Brothers
Frank Truchon KBK Services
Kevin Blaha B&B Electric
Junior Ruf B&B Electrical
Dennis Nachreiner Zimmerman Plumbing
Michael Winiecki General Sprinklers
Scott Wetenkamp PHD Roof Doctors
Bill Steebs Appleton Lath
Darin Wagner Audio Architects
Wayne Berthiaune Bartingale Mechanical
Charlie Tietz TJ Electric (Bartingale)
Kyle Clark Bray Architects

Reported By: Kyle Clark

Purpose of Meeting: Construction Progress Meeting 20

Discussion/Action
1. Work Progress Past Two Weeks
   a. Brick is 95% complete the Electrical Yard walls and Trellis patches remain to be completed.
   b. Stone wall caps are 95% complete.
   c. EPDM is 98% complete. The Green Roof is 35% complete.
   d. Aluminum windows and curtain wall framing is 85% complete, glazing is 60%.
   e. Metal stud framing 4th @ 90%; 3rd @ 90; 2nd @ 90 and 1st @ 40%
   f. Wood blocking is 65% complete
   g. Louvers are 95% complete.
h. Elevator J/K is 25% complete, Elevator C/D is 30% complete and the Freight Elevator is 35%.

i. Fireplace hearths are in and metal stud framing is complete.

j. Fireplaces are 80% complete.

k. The Skylight is installed.

l. Trellis work is 80% complete.

m. Gas piping is 20% complete.

n. Plumbing DWV 4th @ 90%, 3rd @ 100%, 2nd @85%, 1st @70%; storm piping is at 98%; water lines are 30% complete.

o. Ductwork is 20% complete on 4th, 85% complete on 3rd and 95% complete on 2nd.

p. Steam piping is 80% complete.

q. Electrical rough-in is 53% complete; fire alarm is 40% complete; generator is 60% roughed in; A/V is 15%.

r. 3rd Floor projection screens are 75% installed.

t. The radius wall at the Electrical Yard is poured; the balance of the walls will be poured by 12/22.

u. Kitchen hoods are 72% complete; the refrigeration piping is installed in the wall cavity and the refrigeration rack arrived on 12/19/11.

2. Work Scheduled For Next Two Weeks

a. Metal stud framing and drywall will continue finishing from the top down.

b. Wood blocking will continue.

c. Window glazing will resume the week of 1/2/12.

d. The TPO green roof will continue.

e. Trellis steel will finish.

f. Exterior balcony handrails will begin.

g. Elevator installation will continue.

h. The Electrical yard walls will finish.

i. Interior block and stone will continue.

j. Kitchen hoods will continue.

k. Plumbing rough-in will continue.

l. Ductwork and associated piping installation will continue.

m. Electrical, fire alarm and A/V rough-in will continue.

n. Projection screen installation will resume upon receiving final direction.

o. 3rd Floor projection screens are 75% installed.

p. Trellis steel and aluminum will complete.

3. Issues, Concerns, Questions

a. Brown Heating is unable to vent the Cabin and Alumni fireplaces into the louvers.
   i. We are looking at running the vents up through the top of the chimney in lieu of out the sidewall.

b. The revisions to the ceilings for the projector lifts in Ballrooms 330 and 340 are causing a delay.
   i. An updated drawing will be issued for CB 1106 to address the changes noted in item ‘c’ below.

c. The A/V contractor is waiting for direction on the projection screens in Ballroom 330.
   i. At the center section of Ballroom 330 one projector lift is being eliminated and two screens are being eliminated. There will be one screen on each side of the room, centered between the Skyfold partitions.

d. Are the overhead coiling doors going to be changed to sectional door?
   i. The loading dock doors will be changed to sectional doors. CB 1111 has been issued to address this change.
4. Construction Bulletins (CB’s)
   a. CB’s 1067, 1078, 1091, 1094, 1100, 1102, 1103, and 1104 are being reviewed.
   b. CB 1083 is awaiting additional information or revised pricing from the contractor.
   c. CB’s 1085, 1095, 1098, 1101, 1105, 1106, 1107, 1108, 1109, 1110 and 1111 are awaiting pricing.
   d. 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. Caulking of parapet wall caps.
   e. The following change orders have been issued;
      i. Change Order O-38 was issued on December 8th for CB 1073.
      ii. Change Order O-39 was issued on December 8th for CB’s 1071, 1075, and 1080.
      iii. Change Order O-40 was issued on December 8th for CB 1099.
      iv. Change Order O-41 was issued on December 8th for CB 1093.

5. Submittals
   a. Submittals that are being reviewed at this time are;
      i. HVAC Controls (ESI)
      ii. Light Fixture Resubmittal (Lights FF, GG, R)
   b. Submittals that still need to be submitted for review include;
      i. Architectural Woodwork Resubmittal (Set 2)
      ii. Vegetated Roof Growth Media Product Data and Samples
      iii. Tile Samples Resubmittal (G-3, G-4)

6. Request for Information (RFI’s)
   a. The RFI’s that are outstanding and awaiting a response are;
      i. RFI 168 – Stair #3 Shaftwall.
      ii. RFI 180 – AHU Service Light & Outlet Connection
      iii. RFI 181 – Control Power Follow-Up
      iv. RFI 182 – Kitchen Exhaust – DDC Points
      v. RFI 183 – Stair #2 Wall Types
      vi. RFI 184 – Elevator Machine Room Disconnects
      vii. RFI 187 – Condensate From ACC#1 & ACC#2

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. An updated three week construction 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.
ii. Contractors should be sure to fill out the checklists as they are installing the equipment. Do not wait until the end of the project to fill out all the forms.

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.

e. 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.

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

g. 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.

h. 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.

j. 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.

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

l. 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.

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

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

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.

Existing Davies Center Demolition

- The existing Davies Center will not be used for student orientation. This will allow the contractors access to the building following commencement on May 19th, 2012 to begin removing kitchen equipment that is being relocated to the new building.
- The University would like to start moving some items into the Storage Rooms of the new building prior to building completion.
  1) The University to verify this with their insurance carrier as these items will not be covered under Kraemer Brothers insurance.
  2) A list of rooms the university wants access to should be provided to Kraemer Brothers.
- The abatement bidding documents should be provided to Kraemer Brothers for their review. They will add the abatement work to their overall project schedule.

Once the building is heated and moisture testing has been done on the concrete slabs Kramer Brothers would like to have a meeting to discuss the installation of the Terrazzo Flooring.

The plumbing contractor should verify that the caps have been installed on all clean-outs to prevent debris from getting into the piping.

Gas Regulators

- The current specifications call for cast iron, 150lb regulators that will require external vents.
- The plumbing contractor has suggested using an aluminum 125lb regulator with a vent limiter that would not require the external venting.
- Kyle will review this with the Plumbing Engineer and DSF.
- UPDATE (12-20-2011) – The Plumbing Engineer and a DSF representative will contact Dennis with Zimmerman Plumbing to discuss switching to ventless regulators.

There was a site visit done last week by Facility Engineering to review the progress of the vegetated roof installation and several concerns were raised in the report that need to be addressed.

- The roofing contractor will provide a written response back to each item noted in the report. Some of the issues have been reviewed and are being addressed.
- All issues need to be addressed and corrected before any further work is done on the vegetated roofs.
- No one from Kraemer Brothers or the roofing contractor was aware that someone was on site reviewing the roof installation. The roofing contractor has asked if he can be notified of any future visits so he can be onsite and discuss concerns as they come up.
  1) It should also be noted that all visitors to the site need to check in at the Kraemer Brothers job trailer before entering the building or site.

There was a roof hatch left open one night last week letting all the heat out of the building.

- Locks have not been installed on the hatches to keep them closed and secure.

There are numerous locations where the fireproofing has fallen off or has been damaged.

- The fireproofing contactor will be back this week during repair work.
x. There will be a CB issued to address some revisions that are toed to the demolition of the existing student enter. These revisions will include:
   i. Sidewalk revisions and additional walks added.
   ii. The complete tunnel between the current student center and Schofield Hall will be removed.
   iii. The steam line between the existing student center and Schofield Hall will be removed.

y. The baker rod being used at the exterior windows has been replaced with the correct material.

z. There are several locations along the north side of the building where holes for the overflow drains were cored thru the exterior wall in the wrong location. The old holes will need to patched in and then taped and sealed with two coats of the air barrier before final exterior finishes are installed.

9. Next Meeting
   f. Date: Tuesday, January 3, 2012
   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 | December 22, 2011.

BRAY ASSOCIATES ARCHITECTS, INC.

[Signature]

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

cc: All Present
    Shawn Plum, Burt Hill
    Richard Noble, Multivista
    Amy Hobbs, UWEC
    Nicole Peterson, Kraemer Brothers
    Ron Wunsch, Kraemer Brothers
    Robert Ross, Multivista
doadsfprojectfile@wisconsin.gov
## Three Week Construction Schedule For the Period of 12/19/11 – thru – 01/06/11

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<td>Trellis Steel framing</td>
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