MEETING MINUTES

Project: University of Wisconsin – Eau Claire
        University Student Center

Project No.: 07E2D / 2934

Meeting Date: Tuesday | May 29, 2012

Present: Neal Shurden  DSF
         John Zimmerman  HVP-DSF
         Chris Hessel    UWEC
         Josh Nelson     UWEC
         Ed Wynhoff     Kraemer Brothers
         Jason Perry    Kraemer Brothers
         Kevin Kraemer  Kraemer Brothers
         Frank Truchon  KBK Services
         Junior Ruf     B&B Electrical
         Kirt Pickerign  MEP Associates
         Eric Matimiller Bartingale Mechanical
         James Simpson  ESI
         Hans Peterson  Zimmerman Plumbing
         Dennis Wheeler  Twin City Acoustics
         Dave Richard   General Sprinkler
         Scott Tomashek  Camera Corner
         Chad Auld      Auld’s Communications
         Kyle Clark     Bray Architects

Reported By: Kyle Clark

Purpose of Meeting: Construction Progress Meeting 35

Discussion/Action
1. Work Progress Past Two Weeks
   a. 4th Floor paint is 90% complete; 3rd Floor paint is 90% complete; 2nd Floor paint is 85% complete; 1st Floor paint is 40% complete.
   b. 3rd Floor Acoustical ceiling grid is complete and tile is 95%, 2nd ceiling grid is 95% and tile is 65%; first floor grid is 50% and tile is 25% complete.
   c. 3rd Floor millwork is 99% complete; Hygienic WC is complete, 2nd Floor millwork is 90% complete, 2nd floor casework is 90% complete; window sills are 40% complete, 1st Floor millwork is 25% complete.
   d. Reclaimed wood is complete.
   e. Carpet in the Multi-Purpose room is complete.
f. Lockers and benches are complete.
g. Tile work is 95% complete.
h. Concrete removal for the wood floor recess at the Ballroom entries is complete.
i. Wood Athletic Flooring is 70% installed; flooring for the Heritage room is on site.
j. Hollow metal doors are complete, wood doors are 80% complete and hardware is 70% complete.
k. Gas piping is 90% complete; plumbing fixtures are 95% complete, Kitchen Equipment Fixtures are 60%.
l. Ductwork is 99% complete, 3rd Floor diffusers are 99% complete, 2nd Floor Diffusers are 75% complete, 1st Floor diffusers are 50% complete.
m. Heating Radiation is 98% complete on 3rd Floor and is 75% complete on 2nd floor.

n. Site Concrete is 75% complete, grading and base course for the parking lot Phase 1 is 90% complete, the undercut for the south end of the parking lot is complete; curb and gutter is 60% complete.
o. Insulated metal panels are 95% complete, composite panels are 40% complete.
p. Fire alarm is 80% complete, generator is complete, and A/V is 80% complete; fixture installation is 80% complete.
q. The Generator test has been completed.
r. 1st floor terrazzo is 98% complete.
s. Kitchen equipment is 98% delivered and 95% installed Kitchen and Servery millwork is 95% delivered and installed, refrigeration is 99% complete. Kitchen Equipment relocation will finish this week.
t. 4th Floor Insulation is 65% complete.

2. Work Scheduled For Next Two Weeks
   a. Painting will continue 2nd and 1st floor.
b. Millwork will continue on 2nd floor, 1st Floor millwork will continue to deliver and install.
c. Decorative handrails will begin on 2nd floor
d. Wood doors and hardware will continue.
e. Ceiling grid and tile will continue on 2nd and 1st floors.
f. Composite Metal Panels will continue.
g. Gas regulators were expected at the end of April; plumbing fixtures will continue.
h. Electrical, fire alarm and A/V rough-in will continue.
i. Electrical fixture install will continue.
j. Kitchen Equipment will continue to install.
k. Terrazzo treads and riser installation will continue in the stairwells.
l. Wood flooring in Ballroom 330 will continue.
m. Site concrete work will continue on the South Elevation and Putnam Drive tie-in.

n. Base course for the parking lot will finish
   o. 4th Floor mechanical insulation will continue.
p. Carpet will continue on 3rd Floor and start on 2nd floor.
q. Elevator inspections have been scheduled for 5/29/12-6/1/12.
r. Multi-Purpose Room seating will install 6/4/12.

3. Issues, Concerns, Questions
   a. The bridge repair mockup finish #2 is available for review.
   b. Can we determine the amount of curb that will be replaced today?
      i. Chris and Jason have reviewed the additional curb that is being removed.

4. Construction Bulletins (CB’s)
   a. CB 1183 is being reviewed.
   b. CB’s 1176 is awaiting additional information or revised pricing from the contractor.
   c. CB’s 1200, 1201, 1202 and 1203 are awaiting pricing.
d. CB 1185 (Add transfer fans to IT rooms) was approved with work being done on T&M not to exceed the quoted price.

e. The following CB’s need to be issued;
   i. Davies Center Demolition Revisions.

f. The following change orders have been issued;
   i. Change Order O-75 was issued on May 25th for CB’s 1191, 1192, and 1196.

5. Submittals
   a. Submittals being reviewed at this time include;
      i. There are no submittals being reviewed at this time.

6. Request for Information (RFI’s)
   a. RFI’s being reviewed at this time include;
      i. RFI 260 – Steamer Drain
      ii. RFI 261 – Control Booth AV Rack Power

7. Field Orders (FO’s)
   a. The following proposals need to be issued as change orders;
      i. KB Proposal 54 – Stain floor in Bookstore 230.
      ii. KB Proposal 55 – Cut hole in beam for sprinkler line.

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. Commissioning on unit #10 has been completed with 2 exceptions noted; 1) there was no hot water, and 2) the final graphics were not complete.
      ii. Commissioning on unit #5 will start on 5/30.
   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 too “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 mock-up panel was created for the bridge repairs and was approved by Chris Hessel and Kyle Clark. The stain colors will now be applied to this sample for final finish and color approval.
      vi. The stain colors were reviewed on 5-22-2012 and comments provided. Revisions will be made to the mock-up for final approval.
         1) A revised finish sample was ready on 5-29-2012 and will be reviewed.
f. 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.

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

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.
   iv. Beginning Monday, April 23rd any unauthorized vehicles parked within the construction site will be ticketed. Each trade is allowed one company vehicle on site.
   v. The Phillips lot has a one-way traffic flow. Construction vehicles need to be sure when leaving the contractor site they go to the right to follow the flow of traffic and not continue straight thru the lot. There have been a few complaints to the University recently about vehicles going the wrong way thru the parking lot.
   i. The silt fence around the site needs to be looked at, repairs made and the inlets cleaned out.

j. There will be a CB issued to address some revisions that are tied 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.

k. It was suggested that the contractor provide mock-ups for the various interior finishes before proceeding to far with their work.
   i. The mock-ups noted below are required per the specifications;
      1) 09 64 00 - Wood Flooring
      2) 09 96 00 - High performance coatings
      3) 09 96 46 - Intumescent Painting
   ii. Mock-ups for the following exterior materials are also required prior to installation;
      1) 07 42 16 – Insulated-core metal wall panels
      2) 07 42 43 – Composite wall panels
   iii. A water test is required to be performed on the metal panels. When this test is scheduled Chris Hessel should be notified of the date and time of the test.

l. The contractors should keep up on cleaning the inside of the building throughout construction.
   i. With finishes being installed it is important that the building be kept clean and all contractors are careful when working around these installed finishes so they do not get damaged.

m. With the finish materials starting to be installed contractors need to be careful not to damage the finishes. Casework and finished flooring should be protected.
i. The terrazzo floor is not being protected as well as it should be. The plastic is getting ripped and there a few gouges in the finished terrazzo on second floor that will need to be repaired.

ii. Some of the wall covering that has been installed has paint and dirt on it that might not come clean and will need to be replaced.

iii. The Servery and Kitchen floors have not been cleaned and casework/equipment is now being installed on these floors. It will be very difficult to clean later once all of the equipment has been set.

1) 5-16-2012 – Repairs have not been made to the epoxy floors yet and equipment continues to be installed over these floors. Some of the equipment may need to be disconnected and moved in order to repair the floors.

n. When any additional sprinkler testing is done Chris Hessel should be notified so that he or someone from the University can be on site during the testing.

o. The green roof replacement on second floor was completed and tested. There were a few holes found that will need to repaired. There was also some broken glass on the roof membrane that needs to be cleaned. Once the glass has been cleaned up and the holes repaired the roof will need to be retested.

p. Asbestos Abatement of the existing Davies Center was discussed.

i. Abatement will begin on the second floor on June 1st with the first floor being abated once the employees have been relocated to the new building.

ii. The tunnel between the existing Davies Center and Schofield hall will be abated beginning May 21st.

q. Primary shutdown of the electrical on Campus will occur on June 30th to take the existing Davies Center offline. This will not affect power to the new building.

r. There have been students seen wandering the construction on Friday's when there are very few contractors around. It was suggested that the gates be kept closed on Fridays to prevent students from getting on site. The contractor should also walk the fence line to be sure that all panels are secured and in place.

s. The Bookstore vendor would like to have access to the second floor space on May 7th to start installing their equipment and access to the first floor on May 21st to install millwork.

i. The University will start moving text books into the second floor of the Bookstore on May 23rd. A punchlist of this space will be done on Monday, May 21st.

u. The epoxy flooring that has been installed in the Kitchen and on the third floor will need to be repaired. There is equipment being installed in these areas know which will make the repairs more difficult.

i. The patches that were previously made are very visible and are not level with the surrounding epoxy flooring.

ii. The wall base is not tooled smooth and has voids in many areas. It will not be a cleanable surface. There are also boot and hand prints in the base.

iii. The epoxy was installed over the lip of the drains so the top screen cannot be removed.

iv. The issues with the epoxy flooring were reviewed with the installer on 5-22-2012 and they will be back later this week or next week to make the necessary repairs and corrections.

v. The wiring for the vector mapping on the green roofs has not been installed in the most ideal locations. The locations of these wirings were to be reviewed and approved prior to installation. The current locations could cause potential problems with students being able to access them and cause damage.
i. Is there a way to enclose or protect these wires?
ii. A final decision will be made when the installation is more complete.
w. Everyone should be reminded that there is No Smoking in the building, loading dock area, roof decks, and within 25 feet of the building.
x. A written report of the preliminary balancing will be needed in order to get occupancy for the building.
y. Chris Hessel will need to have an attic stock sign-off sheet from each contractor listing all attic stock so he can direct them where the item should be stored.
z. A compaction test will be needed prior to the curbs being poured along the south side of the building.
aa. The Me-Link system start-up and testing needs to be scheduled.
   i. There is a conference call between the various contractors scheduled for 5-30 to discuss.
bb. The ceiling paint irregularities in the ballrooms and the drywall joint issues that have been noted by Chris Hessel will need to be repaired.
c. The standing seam metal roof installation cannot be completed until the composite metal panels are installed which should be completed the week of June 4th.
d. Final cleaning of the Third Floor should start the week of June 4th.
e. There are footprints in the concrete sealer at the Southeast plaza.
   i. Harmon will apply a new coat of sealer in 30 days.
ff. The pipes and ductwork above the Servery ceiling at the perimeter where there is the 6" gap between the wall/soffit and ceiling needs to be painted P-20.
g. There was a roof leak last Thursday (5/24) at the east end of the third floor and water got into the building.
   i. The roof has been repaired and they are working on installing the metal panels so the standing seam metal roof can be installed.
   ii. The spaces are being dried out with fans.
   iii. Kraemer Brothers will need to bring in outside company to inspect the materials and finishes that have been installed and test for mold. A final report on the inspection results and any necessary repairs should be provided to DSF, the University and Bray Architects.

9. Next Meeting
   a. Date: Tuesday, June 5, 2012
   b. Time: 1:00 pm
   c. Location: Existing Davies Center, President’s Room, 2nd Floor

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 | May 31, 2012.

BRAY ASSOCIATES ARCHITECTS, INC.

 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 05/28/12 – thru – 06/15/12

<p>| DATE                             | 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   |
|----------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| 4th Floor Mechanical Insulation | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Multi-Purpose Room Seating      |     |     |     |     | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Ballroom Wood Flooring and Wood Base | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Vinyl Flooring                  | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Carpet 3rd Floor                |     |     |     |     | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| CB 1187 Revise Screen and Speaker Locations 320F | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Campus Living Ceiling Tile      | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Lounge 201B&amp;C Maple Ceiling     | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Carpet 2nd Floor                | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     | x   | x   | x   | x   | x   |     |     |     |
| Campus Living &amp; Cabin Handrails | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| P&amp;P Artec                       |     |     |     | x   | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 1st Floor Millwork and Case work | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| 1st Floor Paint                 | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Exterior Suspended Ceilings     | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Vendor Space Paint CB 1148      |     |     |     |     | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Vendor Space Ceiling Grid CB 1148 | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Terrazzo Treads and Risers      | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| CB 1174 Revise Vender Space 120A | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Rough-in                        |     |     |     |     |     | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| CB 1174 Revise Vender Space 120A | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Drywall Paint                   |     |     |     |     |     |     |     |     |     | x   | x   | x   | x   | x   | x   | x   | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |
| CB 1174 Revise Vender Space 120A | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Ceiling Grid                    |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     | x   | x   | x   | x   |     |
| Cabin Maple Ceiling             | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Standing Seam Metal Roof        | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Composite and Insulated Metal Panels | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Hollow Metal Door &amp; Hardware Install | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Exterior Ceiling Grid           | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Wood Doors and Hardware         | x   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Toilet Partitions and Accessories | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Site Concrete                   | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |
| Base Course and Grading         | x   | x   | x   | x   |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |     |</p>
<table>
<thead>
<tr>
<th>Project Description</th>
<th>W</th>
<th>T</th>
<th>Th</th>
<th>Tu</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Asphalt 6/4/12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Planter Masonry</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Green Roof</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Structural Slate Flooring at Stair #1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Putnam Drive Tie-In</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Green Roof</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Landscaping</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Kitchen Casework and connections</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Elevator Inspections 5/29-6/1</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Food Service Equipment Relocation From the Existing Davies Center</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Won Doors</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
</tr>
</tbody>
</table>