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# Kraus-Anderson® Construction Company

## MINUTES OF CONSTRUCTION MEETING NO. 10

3716 Oneota Street  
Duluth, MN 55807

Phone: (218) 722-3775  
Fax: (218) 722-3778

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**Date:** October 15, 2010

**Project:** DULUTH INTERNATIONAL AIRPORT  
NEW PASSENGER TERMINAL  
Duluth, MN  
KACC Project #20225

**Subject:** Meeting No. 10  
Thursday, October 14, 2010

**Present:**

Brian Grefe	DAA	Andy Edlund	AET
Blaine Peterson	DAA	Joe Butler	Braun Intertec
Brett Cahoon	KACC	Bob Swanfeld	SJA RPR
Steve Bergerson	KACC	Nathan Fox	Northland Constructors
Chris Barta	KACC	Patrick Contardo	Dynamic Structural Steel
John Hippchen	RS&H	Drew Smykalski	A.W. Kuettel & Sons, Inc.

**To:**

Brian Ryks	Duluth Airport Authority	Nathan Fox	Northland Constructors
Brian Grefe	Duluth Airport Authority	Brad Werner	Kelleher Construction, Inc.
Blaine Peterson	Duluth Airport Authority		Woody's Rebar
Alison Johnson	Duluth Airport Authority	Roger Anderson	Harbor City Masonry, Inc.
John Hippchen	Reynolds, Smith & Hills, Inc.	Jason Erickson	Dynamic Structural Steel
Ryan Erdmann	Reynolds, Smith & Hills, Inc	Bryan Hutchinson	Northern Industrial Erectors
Leslie Carlson	Reynolds, Smith & Hills, Inc	Brandon Henry	Minuti-Ogle, Inc.
Thomas Chambers	Reynolds, Smith & Hills, Inc	Paul Zwak	The Jamar Company
Mark Ip	Reynolds, Smith & Hills, Inc	Dave Wells	The Jamar Company
Brett Cahoon	KACC	Mike Laudise	Harmon, Inc.
Steve Bergerson	KACC	Jason Kuettel	A.W. Kuettel & Sons, Inc.
Bob Swanfeld	SJA Architects	Scott Patullo	A.W. Kuettel & Sons, Inc.
Craig Bursch	MBJ Consulting	Jeff Tyllia	APi Electric
Bob Jackson	Cosentini Associates, Inc.	Rob Meseroll	Ulland Bros., Inc.
Jennifer Keuther	Cosentini Associates, Inc.	Dale Anderson	AJ's Landscape, Inc.
Andy Edlund	American Engineering Testing		
Joe Butler	Braun Intertec		
Mindy Appold	Appold Design		
Dan Nelson	City of Duluth Building Safety		
Steve Cauchon	Avis		
Anne Thomas	Budget		
Horace Kahlbaugh	Hertz		
Sharon Miller	Vanguard/ALAMO		
Tom Leines	Minnesota Power		
Dave Larson	Qwest		

Date of Origin	Item #	Description	Action By
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**Work Scope 2.10 Civil & Site Electrical – Northland Constructors of Duluth LLC – Nathan Fox-PM;  
Don Flom-Foreman; Tom DuBois-Utility Foreman**

10/07/10 9.1 Ryan E. gave Nathan F. a draft of Northland's pay estimate, and noted to review the number of calendar days. With Brian G. unavailable today the actual pay estimate will be available on Monday, 10/11/10.

09/30/10 8.1 Fill issue lean concrete dispute discussion will take place after today's construction meeting.  
(10/07/10 – Ongoing. Northland is disputing lean-mix requirement within their scope. Further discussion after today's meeting).  
**(10/14/10 – Still a dispute but moving forward. See chart in KACC's trailer. Yellow indicates footings and walls complete without lean concrete).**

8.2 Nathan F. submitted additional questions regarding the drain tile installation. Will be reviewed after today's construction meeting. It was clarified by Tom C. that the drain tile on exterior will be just above footing, and interior just below sand cushion.  
(10/07/10 – Nathan F. noted he still needs the material type. Tom C. stated Sheet P501 states materials to be used).  
**(10/14/10 – Floor drain conflict on plans. Stay as 6" per Tom C. and Cosentini).**

09/23/10 7.2 West tunnel will not be closed today, as Northland is not digging due to weather. Northland is planning on working Saturday (weather permitted). This tunnel will close tunnel on Monday.  
(09/30/10 – Closed approximately 2 to 3 weeks).  
(10/07/10 – Ongoing).  
**(10/14/10 – 12' width per Brian Ryks, DAA, for the pedestrian path. RS&H to issue a CSI).**

09/16/10 6.1 Nathan F. needs to submit pricing for KACC RFP No. 009.  
(09/23/10 – Nathan F. sent an email this morning questioning if this has been completed through Signpro. Brett C. to respond).  
(10/07/10 – Nathan F. to provide pricing).  
**(10/14/10 – Pricing received and under review).**

6.2 Northland will start digging the AA line first so Kelleher Construction can start AA line footings next week.  
(09/23/10 – AA line work has been deleted until further notice).  
(09/30/10 – Received Northland's pricing. Tom C. noted a revision will be issued for this RFP No. 011).  
(10/07/10 – Note: Delete reference to revision of RFP No. 011. RFP No. 017 is being revised).

Date of Origin	Item #	Description	Action By
	6.4	Blaine P. asked if Northland was going to have someone badged for work around pond area. Dan H. noted they will most likely hire one of the approved security forces instead.	
09/02/10	4.4	Received several phone calls this morning and observed trucks traveling too fast on Grinden Drive loop. Northland to slow trucks down. (09/09/10 – Some trucks have been driving the wrong way. This was addressed). (09/16/10 – Trucks need to stop at STOP signs). (09/23/10 – No issues). (09/30/10 – No issues).	Northland
08/12/10	1.1	Nathan F. noted the private locate and One Call meetings are scheduled for Friday, 8/13/10, at 8:00 a.m. (08/19/10 – No issues. LLB did private locate portion). (08/26/10 – Private locates needed for parking lot area for signage installation and APi work. Northland Constructors to call). (09/09/10 – No issues).	Northland
	1.9	Northland Constructors' Calendar Days will begin as of Friday, August, 13, 2010. 87 Calendar Days will start as of this date.	

**Site Electrical** – APi Electric

10/14/10	10.1	Two light bases on west side of new employee access road need to be tested. APi did not contact AET for testing.	
	10.2	Compaction around light pole bases was an issue on the first phase of this project. APi needs to make sure it does not happen on this project.	
	10.3	One light pole is located in the pedestrian path. Burt , RS&H, said to hold off on install for now as there is enough light. This is the last light on west side of new Grinden Drive in island behind curb on south parking lot.	
10/07/10	9.2	APi Electric needs to complete Subcontractor Daily report Forms in KACC's trailer on a daily basis.	
	9.3	It was noted APi hit the phone line to the Hertz building during conduit trenching. Line has been repaired and is working fine with no reported issues.	
09/23/10	7.5	Need certified payroll reports from APi for weeks of: 8/9/10; 8/16/10; 8/23/10; 8/30/10; 9/6/10; 9/13/10 & 9/20/10. (09/30/10 – Certified payroll reports are still needed. Chris B. contact both APi and Northland). (10/07/10 – Need for weeks of 9/13/10 and 9/20/10).	

Date of Origin	Item #	Description	Action By
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09/02/10	4.6	<p>Steve B. to schedule a meeting with MN Power, RS&amp;H, DAA, APi, and Northland to discuss new vault and 6x12x8 manhole for placement at SE corner of parking lot for new and existing feeds to tie into.</p> <p>(09/09/10 – Minnesota Power, APi, RS&amp;H and KACC to review after today's meeting. RS&amp;H's electrical to coordinate with Minnesota Power).</p> <p>(09/16/10 – Mike S. and Steve B. met with Minnesota Power. Minnesota Power is designing and will submit a layout and calculations by Tuesday, 9/21/10 on this item. Current redundant line only to Haines Rd. New redundant line to manhole then new feed to Quazite box. Swag second redundant line under parking lot).</p> <p>(09/23/10 – Mike S. needs to know where to stub-up high voltage. Minnesota Power to supply 4 ½ x 6 x 6 Quazite box, which will be buried. Thomas C. and Cosentini to determine what size pad is required for the 10x12 generator. It was discussed to rotate generator pad 90° from plan. Location needed for the transformer and generator).</p> <p>(09/30/10 – Tom L. stated he will submit through APi a not-to-exceed price with a plan for the proposed work. APi to submit through Northland to KACC, and KACC will forward to all for review).</p> <p>(10/07/10 – Nathan F. requested APi's pricing from Jeff T. yesterday, and will forward once received. KACC is questioning whether or not Minnesota Power sent their pricing and sketches to APi.).</p> <p><b>(10/14/10 – Minnesota Power and APi are moving forward).</b></p>	
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**Concrete & Bituminous Sawing – Concrete Sawing Services**

08/19/10	2.3	<p>Further discussions needed to confirm if crosswalks will be heated. Sawcut of crosswalks could be held off until next project Phase.</p> <p>(08/26/10 – Suggested tying into boiler system versus stand alone system. Heated crosswalks used at St. Scholastica and SMDC with some problems. Brett C. to give Blaine P. contact information to talk further with each organization).</p> <p>(09/02/10 – Proposal submitted for (1) apron heating and (2) sidewalk heating. An up-size charge was included in original proposal for both but possible additional charges for a second up-sizing. Brett C. to get Blaine P. contact information).</p> <p>(09/23/10 – RS&amp;H-Chicago is working with Cosentini what affects the boiler requirements will have on the building. Should have information mid-next week).</p> <p>(09/30/10 – Tom C. noted they are putting together difference scenarios with respective costs for the DAA's review. Final decision is to pave-in crosswalks and cut-out in the Spring, and also leave out the tapered curbs).</p> <p>(10/07/10 – A CSI to be issued for clarification. Install new Grinden Drive, pave thru to crosswalk areas and leave grade the same. Discussed further after today's meeting).</p> <p><b>(10/14/10 – John H. calculated \$6,000 - \$10,000 to pave through at 4". Further discussion after today's meeting).</b></p>	<p>KACC</p> <p>RS&amp;H-Chicago/Cosentini</p> <p>RS&amp;H</p>
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**Landscaping & Erosion Control** – Erosion Control Specialists, Inc.

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| 09/23/10 | 7.8  | Need certified payroll reports from Erosion Control Specialists for weeks of: 9/6/10 and 9/20/10.<br>(10/07/10 – Still need certified payroll reports).<br><b>(10/14/10 – Still need to provide).</b>   | Northland/ECS                  |
| 09/02/10 | 4.11 | Steve B. noted according to SWPPP rain needs to be documented, including any issues that arise. Weekly checks need to be completed according to SWPPP.  | Northland/ECS                  |
| 08/19/10 | 2.4  | Silt fence is installed along Haines Rd. beyond tie-in connection for water main work currently happening.<br>(08/26/10 – Steve B. noted backfill needs to be a mowable finish as noted in contract documents. This area was left pretty rocky).<br>(09/09/10 – This whole area needs to be addressed. Meadow area in middle will be seeded. Rocks need to be removed before grass starts growing. Matt was added due to rain. Again, needs a final grading and must be a mowable finish).<br>(09/16/10 – One more kill-off spray application remaining at meadow areas. Northland will need to finish this work within the week).<br>(09/23/10 – No change as of yet).<br>(09/30/10 – Northland removed rocks and rolled. Blaine P. to walk site after meeting).<br>(10/07/10 – Blaine P. and Steve B. walked area and there are no issues. Work completed is approved).<br><b>(10/14/10 – Ruts from City of Duluth truck on Grinden Drive near silt fence need to be smoothed out).</b> | Northland/ECS<br><br>Northland |

**Fill & Abandon Pipe** – Cellular Concrete, Inc.

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| 10/14/10 | 10.4 | Need certified payroll reports.  |                            |
| 09/30/10 | 8.4  | Work is complete. Cylinders are available from AET.  |                            |
| 09/23/10 | 7.9  | Nathan F. will get submittals and PLA from new contractor.<br>(09/30/10 – PLA was received. How about submittals?).<br>(10/07/10 – Submittals are still required. Nathan F. to submit).<br><b>(10/14/10 – Nathan F. noted they will not get paid until submitted).</b> | Northland<br><br>Northland |

**Directional Boring** – Ground Effects Directional Drilling

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| 10/14/10 | 10.5 | Need certified payroll reports. |  |
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Date of Origin	Item #	Description	Action By
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09/16/10	6.9	<p>It was noted the handicap signs have been removed but the handicap pavement markings still need to be painted over in black. (09/23/10 – Work has been started, but waiting for a few cars to move to complete). (09/30/10 – Short term is complete. Blaine P. to walk site and check). (10/07/10 – Blaine P. found one additional handicap spot needing to be blacked out. Discovered after final car had moved. Sinnott to return and finish contract work). <b>(10/14/10 – Complete).</b></p>	Northland
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**Tree Removal** – Rick’s Tree Service

08/19/10	2.9	Clearing and grubbing work at pond remaining for contract work.	
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**CIPP Liner** – Veit

08/12/10	1.39	<p>Nathan F. noted scheduling Veit may be difficult, but will work through. (09/02/10 – Nathan F. will contact Veit to schedule work). (09/09/10 – Onsite week of 9/27/10 with one day of work. RS&amp;H noted Veit to follow standard City of Duluth Specifications for work. Veit will televise and follow-up with CD/DVD. Steve B. also to document with pictures. As a courtesy, the City of Duluth should be notified). (09/23/10 – Veit will be on site mid-next week). (09/30/10 – Moved to week of 10/4/10). (10/07/10 – Rescheduled for Monday/Tuesday, 10/11/10 and 10/12/10). <b>(10/14/10 – Work complete. Nathan F. to forward DVD when received from Veit).</b></p>	Veit/Northland
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**Concrete Waterproofing** – Waterproofing by Experts, Inc.

10/14/10	10.7	Scheduled to start waterproofing mid-next week.	
09/09/10	5.6	<p>Northland will be submitting an RFI regarding “drainage mat” over waterproofing. (09/23/10 - Nathan F. submitted an RCO regarding drain board waterproofing. KACC will process and submit to Thomas C. for review). (09/30/10 – Nathan F. to submit product/manufacture’s data he received from Waterproofing by Experts). (10/07/10 – Information forwarded to Tom C. for review, and he stated should have a response in a day). <b>(10/14/10 – Not approved).</b></p>	

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**Work Scope 3.10 – Structural Concrete – Kelleher Construction, Inc. – Brad Werner-PM; Jeremy Nathe-Superintendent**

09/30/10	8.6	Craig B. noted a 2' high mock-up of the fiberglass form finish of the round columns inside the building should be submitted for review by Tom C., RS&H-Chicago.	
09/23/10	7.15	Currently working on west footings and foundation walls.	
09/16/10	6.10	Kelleher Construction is on schedule to start next week with footings on AA line then will move to building footings on west end of building. (09/23/10 – AA line work has been deleted until further notice). (09/30/10 – Received Kelleher's pricing after today's meeting. Tom C. noted a revision will be issued for this RFP No. 011). (10/07/10 – Note: Delete reference to revision of RFP No. 011. RFP No. 017 is being revised).	
08/19/10	2.12	Need mix design submittal(s). (09/02/10 – Mix designs were submitted to MBJ and RS&H-Chicago 8/31/10 for review). (09/09/10 – Below grade only – still need remaining designs). (09/23/10 – Brett C. noted we need Kelleher's above grade submittals).	Kelleher Construction

**Rebar Installation – Woody's Rebar Co., Inc.**

10/14/10	10.8	Steve B. noted Woody's Rebar is keeping on schedule, no manpower issues and ramping up as needed.	
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**Work Scope 4.10 – Masonry – Harbor City Masonry, Inc. – Roger Anderson-PM;**

**Fluid Applied Membrane Air Barriers – EBS, Inc. – David Williams**

**Work Scope 5.10 – Structural/Miscellaneous Steel – Dynamic Structural Steel, LLC – Jason Erickson-PM**

10/07/10	9.4	Joe B. noted he would like copies of welding certificates. Chris B. to provide.	KACC
09/30/10	8.7	Phase 6 miscellaneous metals and stairs shops have been submitted for review. (10/07/10 – Brett C. asked the status of this submittal).	

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8.8 Jason E. submitted steel paint colors to Tom C., RS&H-Chicago, at the Monday, 9/20/10, meeting.  
(10/07/10 – Tom C. stated he is working with SJA on colors. We should receive by the end of the day Friday, 10/8/10. Jason E. noted as soon as he received color, Sherwin-Williams will submit draw-downs, and overnight them).  
**(10/14/10 – Sample submitted. Revise color and follow specifications. Dynamic Structural Steel will try and submit sample to arrive at RS&H-Chicago’s office on Friday, 10/15/10. If not, Tom C. can review at the jobsite Monday afternoon, 10/18/10).**

09/16/10 6.12 Clarification: Shops were numbered for shop drawings submittal sequence NOT construction sequence.

09/02/10 4.14 Dynamic Structural Steel submitted RCO-001 for review and comment. KACC RFI No. 004.  
(09/16/10 – Formatted into RFP No. 010 and forwarded to Thomas Chambers, RS&H-Chicago for review and comment).  
(09/23/10 – Phase 2 structural plans received and returned to Dynamic 9/21/10. According to Thomas C. additional submittals are being returned to KACC today).  
(10/07/10 – Final rendition of pricing sent to Tom C. for review just prior to today’s meeting. Tom C. noted he will need a day to turnaround).  
**(10/14/10 – All information regarding this item has been submitted, and is under review).**

RS&H-Chicago

**Steel Erector** – Northern Industrial Erectors, Inc. – Bryan Hutchinson-PM

09/30/10 8.9 Northern Industrial Erectors’ scheduled to start work November 1, 2010.  
(10/07/10 – Jason E. asked if there are revised start dates. Please let him know due to the set-up of the cranes. Brett C. will keep him posted).

08/12/10 1.48 Bryan H. noted they plan on starting at NW corner and move east.

1.49 Bryan H. noted he would like to have access to power to plug in their crane overnights (in lieu of running a generator). Brett C. reminded him temporary power may not be available until the end of this year.

1.50 Discussion regarding 160’ boom on crane – add flashing light or beacon at night as required by FAA. Bryan H. noted they will lower boom to 20% angle and put a flag on top. Northern Industrial to process FAA permit for crane ASAP, and provide KACC & RS&H with a copy of the permit.  
(08/19/10 – RS&H provided information, which KACC forwarded, to answer Bryan H.’s questions of longitude/latitude, etc.).

NIE, Inc.

Date of Origin	Item #	Description	Action By
		(09/09/10 – Bryan H. submitted a few weeks ago, and its about a 6-8 week turn around time. Will have prior to start). (10/14/10 – KA discussed with FAA. Permit should be forthcoming).	

**Work Scope 5.11 – Metal Framing - Minuti-Ogle Co., Inc. – Brandon Henry-PM**

- 10/14/10 10.9 Brandon H. will provide input into current schedule.
- 09/30/10 8.10 Contract was mailed to Brandon H. on 9/22/10. Contract, Bonds, Insurance, EEO Statement, Request to Sublet, PLA and Affidavit of Non-Collusion to be returned.

**Work Scope 7.10 – Metal Panels – The Jamar Company – Paul Zwak-PM**

- 09/30/10 8.11 Contract was hand-delivered to Jamar on 9/22/10. Contract, Bonds, Insurance, EEO Statement, Request to Sublet, PLA and Affidavit of Non-Collusion to be returned.

**Work Scope 7.11 – EPDM Roof – The Jamar Company – Dave Wells-PM**

- 09/30/10 8.12 Contract was hand-delivered to Jamar on 9/22/10. Contract, Bonds, Insurance, EEO Statement, Request to Sublet, PLA and Affidavit of Non-Collusion to be returned.

**Work Scope 8.10 – Curtain Wall – Harmon, Inc. – Mike Laudise-PM**

- 09/30/10 8.13 Contract was mailed to Bill A. on 9/22/10. Contract, Bonds, Insurance, EEO Statement, Request to Sublet, PLA and Affidavit of Non-Collusion to be returned.

**Work Scope 15.10 – Mechanical (Below Grade) – A.W. Kuettel & Sons, Inc. – Jason Kuettel-PM**  
Plumbing; Scott Patullo-PM HVAC; Drew Smycalski-Superintendent

- 10/14/10 10.10 Drew S. noted sanitary/storm have been installed and tested on the west side. Drew requested working day count stop today until additional areas are available to continue.
- 10.11 Drew S. noted seven pads for canopy need to be poured before they can start again.
- 10.12 Drew S. noted the grease interceptor question should be addressed with the submittal.
- 10/07/10 9.5 A. W. Kuettel can begin work after west wall is complete and forms removed. Approximately Tuesday, 10/12/10.

Date of Origin	Item #	Description	Action By
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9.7 Jason K. to submit an RFI regarding raising roof drain elevation below grade.  
**(10/14/10 – MBJ responded and forwarded).**

09/30/10 8.14 Contract together with Notice to Proceed was hand-delivered to Jason K. on 9/22/10. Contract, Bonds, Insurance, EEO Statement, Request to Sublet, PLA and Affidavit of Non-Collusion to be returned.  
**(10/14/10 – All contract documents were submitted to Brian G. before today's meeting).**

**Work Scope 16.10 – Electrical (Below Grade) – API Electric – Jeff Tyllia-PM**

10/07/10 9.8 API Electric needs to complete Subcontractor Daily report Forms in KACC's trailer on a daily basis.

9.9 RFP to add duct bank to be issued to API.  
**(10/14/10 – RFP 020 Revised submitted. API is currently working out issues and should start work today).**

09/30/10 8.15 Steve B. to let Mike S. know when footings have been grounded by grid lines 8 & 9. Steve B. noted there is a drawing in the plans to follow for grounding.  
**(10/14/10 – Will do tentatively next week).**

8.16 Contract together with Notice to Proceed was hand-delivered to Jeff T. on 9/22/10. Contract, Bonds, Insurance, EEO Statement, Request to Sublet, PLA and Affidavit of Non-Collusion to be returned.  
**(10/14/10 – API's insurance certificate was received and forwarded to Brian G. Need remaining contract documents submitted).**

**Civil Scope Testing Agency – American Engineering Testing, Inc. - Andy Edlund**

10/14/10 10.13 Andy E. noted low tests on water at east side, and should have results back today.

10/07/10 9.13 Cellular concrete was at 45 psi, and specifications state 100-200 psi in two days. He will keep us posted.  
**(10/14/10 – Andy E. noted waiting to see how 20-day results come back).**

09/23/10 7.21 All test reports up to last week are on the ftp. site.  
**(09/30/10 – All parties asked to check the site for test reports. The following is the distribution list KACC requested: Nathan Fox, Northland Constructors; Steve Bergerson, KACC; Chris Barta, KACC; John Hippchen, RS&H-Duluth, and Thomas Chambers, RS&H-Chicago.).**

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**Building Scope Testing Agency – Braun Intertec – Joe Butler**

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| 10/14/10 | 10.14 | Joe B. noted to check the ftp site for current test reports.  |  |
| 10/07/10 | 9.14  | Joe B. stated concrete is performing well.<br>(10/14/10 – Ongoing).   |  |
| 09/30/10 | 8.17  | All parties asked to check the site for test reports. The following is the distribution list KACC requested: Thomas Chambers, RS&H-Chicago; Steve Bergerson, KACC; Chris Barta, KACC; John Hippchen, and RS&H-Duluth. To avoid any lapses in test reports, we would prefer RS&H-Duluth and RS&H-Chicago be copied on all test reports. Send Brad Werner, Kelleher Construction only the concrete test reports from the Building Scope testing. Send Nathan Fox, Northland Constructors' only the soils test reports from the Building Scope testing.<br>(10/07/10 – Add Craig Bursch, MBJ, to FTP site access. Jeremy Carlson, Arrowhead Concrete requested break results). |  |
| 09/23/10 | 7.22  | Steve B. noted Braun will now be on site on a daily basis.  |  |
|          | 7.23  | Subcut was inspected to verify we are on native soils. Inspection o.k.<br>(09/30/10 – Joe B. noted we are having issues with native soils. Further discussion after today's meeting).   |  |

**Project Onsite Superintendent Issues – Steve Bergerson, KACC Supt.**

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| 10/14/10 | 10.15 | Steve B. noted all Primes to make sure they set up any testing needs, and can be set up through him. Need to give testing agencies advanced notice.   |  |
| 09/16/10 | 6.15  | Steve B. noted will need a wash-out area and dewatering plant once Kelleher Construction starts work per the SWPPP.<br>(09/23/10 – Kelleher will make a wash-out area once a little further into the project).<br>(10/07/10 – So far, concrete trucks are taking any extra material and wash water back with them). |  |
| 08/19/10 | 2.17  | Steve B. noted contractors are to sign-in each day listing crew members, work to be completed and any issues. Book is located in KACC's trailer.<br>(10/07/10 - APi Electric needs to complete Subcontractor Daily report Forms in KACC's trailer on a daily basis).  |  |

ALL



Date of Origin	Item #	Description	Action By
	9.16	PLA Meeting scheduled for Thursday, October 14, 2010, at 11:00 a.m. after regular construction meeting.	All
	9.17	Individual QMS meetings will be held with each Prime Contractor.	
08/26/10	3.19	Reminder: All Prime Contractors and first-tier, second-tier subcontractors, etc. must turn in Certified Payroll Reports to KACC.	All
08/19/10	2.22	Owner's Meetings are to be held every other Monday at 9:00 a.m. (08/26/10 – Correction: Status Meetings). (09/02/10 - Next Status Meeting is Wednesday, 9/08/10). (10/14/10 – Next Status Meeting is Monday, October 18, 2010, at 10:00 a.m.)	DAA/KACC/RS&H
08/12/10	1.62	Weekly construction meetings will be held every Thursday, 9:00 a.m. in KACC jobsite trailer.	All
	1.64	KACC to spot check certified payroll reports submitted by Prime Contractors and their first-tier subcontractors. (10/07/10 – Ongoing).	KACC
	1.65	Brett C. noted Airport customers are responsible for all us having this project, and stressed the importance of our doing everything in our power to keep those customers happy. The less complaints the DAA receives the better. I.e. watch foul language, keep roads clean, etc.	All

**Engineer/Architect-Civil - Reynolds, Smith and Hills, Inc. - John Hippchen; Ryan Erdmann-RPR**

10/14/10	10.16	John H. noted tomorrow is October 15 <sup>th</sup> , and MNDOT specifications put a hold on paving. RS&H will waive specifications but not the density requirements. Further discussion can take place after today's meeting.	
10/07/10	9.18	Ryan E. noted a trench sank leaving a manhole exposed. This will need to be addressed before snow falls. (10/14/10 – RS&H to check into exact locations).	
	9.19	Need to give direction to Northland on West enclosure at west tunnel regarding width of road and pedestrian path. Pedestrian path 26' from building. Exit of west tunnel 12' – field coordinate this item. (10/14/10 – 12' width per Brian Ryks, DAA, for the pedestrian path. RS&H to issue a CSI).	
09/30/10	8.19	John H. noted a discussion is needed for the possible issuance of an RFP for conduit change order for duct bank on WS 16.10. (10/14/10 – RFP No. 020 Revised issued to APi).	

Date of Origin	Item #	Description	Action By
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8.20		Ryan E. noted the City needs to be on site for bacteria testing prior to any pressure tests. (10/07/10 – Ryan E. noted tests taken two days ago, and the City will send a final report. If we haven't heard there is an issue by now, tests results should be o.k.).	
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**Architect - Reynolds, Smith and Hills, Inc.** - Thomas Chambers; Mark Ip; Marc Godzina

10/14/10	10.17	No new items.	
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10/07/10	9.20	Marc Godzina to receive all submittals.	
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9.21		Mark Ip to be included on distribution of RFP, CSI and RFI's.	
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09/30/10	8.21	Tom C. noted a revision to RFP No. 017 regarding the elevator pit drainage will be issued. Rerouted to avoid footings. (10/07/10 – RFP No. 017 Revised issued on 10/5/10).	
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**Owner – Duluth Airport Authority** - Brian Grefe-Director of Operations; Blaine Peterson-Terminal/Facilities Manager

10/14/10	10.18	Again, dust complaints are the most common complaints the DAA receives.	
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10.19		Blaine P. noted we need to install (3) "Construction Zone" or "Keep Out" signs equally spaced along railing across from Terminal.	
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10.20		Blaine P. requested additional manhole covers. KACC to grab skid steer and move next to their trailer. DAA will pick up from there.	
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10.21		Blaine P. noted comments have been made regarding the disappearance of lilac bushes from site. Northland to carefully remove and set aside at KACC trailer the remaining bushes.	Northland
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10.22		Blaine P. noted he would like to have a snow removal plan meeting in the near future with all key individuals responsible for snow removal.	
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10.23		Brian G. noted KACC should have the security plan for pedestrian enclosures complete by next Board meeting on Tuesday, 10/19/10. Brett C. has been reviewing plan with APi, and get their pricing in time for Board meeting. APi was asking if a site was left on existing system for a camera – Yes.	
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10.24		Brett C. is working on KACC Construction Area lease, and should have to DAA in the next day or two.	
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Date of Origin	Item #	Description	Action By
09/23/10	7.30	Blaine P. noted contractor trailers are not to be parked within 10' of Airport fence. Trailers must also have an individual locking mechanism---Do not use fence as the lock.	
09/16/10	6.18	Blaine P. noted a few safety concerns: (1) construction workers MUST be courteous. Anyone not complying will immediately be removed from the site. (2) Watch what is going on around your work, especially for little kids. (3) Be sure to add cones to direct customers (if/as needed).	
	6.20	Steve B. has been sending bi-weekly site photos to Alison J. per her request. (10/07/10 – Bob S. is also taking pictures).	
09/02/10	4.20	Blaine P. stated the importance of keeping the communication flow on any project changes. Keep Blaine informed as far in advance as possible.	

**Resident Project Representative "RPR" - Building Scope – SJA Architects – Bob Swanfeld**

10/14/10	10.25	No new items.	
09/30/10	8.23	Bob S. noted he has taken notes on the project to date, and are an "open book" for those wishing to review.'	
09/23/10	7.31	Bob S. has been on site a few days this week. He is currently on site on a limited basis, but will increase as architectural work begins. (09/30/10 - Bob Swanfeld introduced himself at today's meeting. For now he will be working Tuesday thru Thursdays, 8:00 a.m. to 4:30 p.m.). (10/07/10 – Revised hours: Tuesday's 8:00 a.m. -12:00 p.m.; Thursdays 8:00 a.m. – 2:00 p.m.).	

**Structural Engineer – MBJ Consulting – Craig Bursch**

10/14/10	10.26	Tom C. noted at this time MBJ should be on site every couple of weeks. Once steel installation begins, will be on site weekly.	
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**Mechanical Engineer – Cosentini Associates, Inc. – Mark Brandi**

**Electrical Engineer – Cosentini Associates, Inc. – Mark Brandi**

**Replacement Terminal - Phase I Items**

10/14/10	10.27	Static on phone line to ticket booths will be explored further.	
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Date of Origin	Item #	Description	Action By
	10.28	The Airport has noticed (3) different light bases installed last year by Polyphase in which the sub grade has settled, and now there are depressions and/or holes thru the asphalt. This is a poor compaction issue, and the DAA is expecting Polyphase to correct it.	
	10.29	Blaine P. noted (1) light is out.	
	10.30	A ticket dispenser at the entry to Long Term Parking needs to be repaired. Brian G. noted it has not worked properly since it was installed during Phase I. KACC to write a letter to Amano for correction.	Amano/KACC

**Landscaping Consultant – Appold Design – Mindy Appold [Phase I project]**

10/07/10	9.22	It was noted AJ's Lawncare's pay application will be processed for quantities through 9/23/10. Dale A. sent his quantities to Rob M., Ulland Bros., and CC'd Ryan E.	
	9.23	The last application of round-up was applied to the meadow areas.	
	9.24	Dale A. has concerns regarding late season seeding, and will submit an RFI for review and direction. <b>(10/14/10 – AJ's/Ulland needs to submit).</b>	AJ's/Ulland
	9.25	Dale A. is questioning condition of topsoil mix as it is mainly clay. He will submit an RFI for review and direction. <b>(10/14/10 – AJ's/Ulland needs to submit).</b>	AJ's/Ulland
09/23/10	7.32	John H. noted Mindy A. requested an RFP to change sod to taconite pellets at lower Grinden Drive islands due to maintenance issue. (09/30/10 – Dale A., AJ's, verbally confirmed with Mindy A. that the south island lawn areas should only be tailings. The area is defined as between the curb and aluminum edging). (10/07/10 – Unit price for taconite and sod discussion. Over on quantities for one and under on quantities for the other. No issue - proceed).	
	7.33	Small plants were delivered and installed Monday and Tuesday of this week. First shipment of trees arrived Wednesday, 9/22/10, in which 80% of the shipment was installed. An additional shipment will arrive Monday or Tuesday of next week. (09/30/10 – Planted areas have been mulched).	

Date of Origin	Item #	Description	Action By
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08/26/10	3.21	<p>Mindy A. was on site Tuesday to lay out area. Work ready to start by end-of-the-month. (09/02/10 – AJ's will be on site Tuesday, 9/7/10, to dig either west or east island depending on construction). (09/09/10 – Started Tuesday on lower Grinden with subcut between islands and installed new dirt. Will submit a schedule of work. Steve B. will instruct not to fill until quantity verified by RS&amp;H). (09/16/10 – Engineered topsoil material is coming in to finish mounds and islands. Trees to be installed in islands yet this year. Cones will need to be moved around as needed).</p>	
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**Minnesota Power** – Tom Leines

10/14/10	10.31	<p>Steve B. noted the Minnesota Power vault is on site.</p>	
09/02/10	4.23	<p>Steve B. to schedule a meeting with MN Power, RS&amp;H, DAA, APi, and Northland to discuss new vault and 6x12x8 manhole for placement at SE corner of parking lot for new and existing feeds to tie into. (09/16/10 – Should have layout and calculations by Tuesday, 9/21/10). (09/30/10 – Tom L. stated he will submit through APi a not-to-exceed price with a plan for the proposed work. APi to submit through Northland to KACC, and KACC will forward to all for review). (10/07/10 – Steve B. and Ryan E. to contact for status).</p>	

**Qwest** – Dave Larson

10/14/10	10.32	<p>Steve B. noted Qwest's vault was delivered to the site yesterday.</p>	
09/30/10	8.24	<p>Dave L. suggested an additional redundant line at Airport, so if they lose the main line the Airport does not lose everything. A possible RFP to be issued as costs would come from a separate contractor. <b>(10/14/10 – Not required in RS&amp;H's experience (only required for Air Traffic Control communications)).</b></p>	
09/23/10	7.34	<p>Qwest to be onsite today at 10:00 a.m. to plan how they are coming into site. Suggest they may just follow Minnesota Power' path.</p>	
09/09/10	5.15	<p>Qwest needs to review Quazite box shop and respond. RS&amp;H has been calling with no response. Suggested contacting Dave Larson directly for assistance. (09/16/10 – Dave L. was on site yesterday, but did not speak with Steve B. and briefly spoke with Ryan E.). (09/30/10 – Dave L. stated two 4" conduits would be needed to the Qwest Quazite box. Qwest would mimic the same path as Minnesota Power). (10/07/10 – Narrative given by Dave L. Does Qwest have pricing? Steve B. and Ryan E. to contact).</p>	

Date of Origin	Item #	Description	Action By
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**Miscellaneous**

09/02/10 4.24 The Design Team had a discussion regarding large format shop drawing submittals, and decided the following: (2) hard copy sets and (1) electronic version submitted to KACC. KACC to submit (1) set direct to RS&H-Chicago's Consultant and (1) set to RS&H-Chicago for review. Consultant to submit (1) red-lined set to RS&H-Chicago to include their red-lines, and will send KACC (4) final sets for distribution. (1) for Prime Contractor; (2) for KACC Office/Field; (1) for DAA for Owner Record Set.  
(10/07/10 – 6 copies of standard size submittals required).

**Safety and Clean-Up**

09/16/10 6.21 Steve B. just noted don't leave any open holes, barricade at night, take appropriate steps to keep jobsite safe. He also stated Northland has been doing a good job.

09/09/10 5.16 KACC will do consultation with OSHA on the project.  
(09/23/10 – Steve B. has three calls into the consultant, and will contact again).  
(09/30/10 – Steve B. has submitted paperwork to request the consultation).  
**(10/14/10 – Tom Nelson, KACC Safety Director, has the new OSHA contact information and will forward to Steve B.)**

08/12/10 1.73 Keep roads clean.  
(09/09/10 – Northland is doing a good job of keeping roads and walkways clean. Thank you.)

**Change Orders/RFI's/PCO's**

10/07/10 9.26 John H. noted he has not heard back from FAA or MNDOT on Change Order No. 2 for Northland Constructors.  
**(10/14/10 – No updated from either MNDOT or FAA).**

09/02/10 4.25 Northland Constructors' Change Order Request No. 1 forwarded to Michael Ferry and Gordon Olson for review and approval. Submitted for signatures at today's meeting and given to Blaine P. to give to Brian G. for signature.  
(09/09/10 – Brian G., DAA, to return (3) fully executed copies of COR No. 1 to KACC for distribution).  
(09/16/10 – Still need from Brian G.).  
(09/30/10 – Brian G. to check his office and send to KACC).  
**(10/07/10 – COR No. 1 will be resigned by all parties).**

DAA

4.26 Summary and Outstanding RFI, PCO and Submittal logs to be distributed prior to Construction Meetings in lieu of attaching to Meeting Minutes.

KACC

Date of Origin	Item #	Description	Action By
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08/26/10	3.23	Please note any PCO resulting in a Change Order: Change Order needs to be fully executed before any work can proceed.	
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### Pay Applications

10/14/10	10.33	Brian G. noted Bonding 2 should be complete today and ready to submit.	
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	10.34	The submission period for pay applications is the 1 <sup>st</sup> to 15 <sup>th</sup> of each month. Brian G. noted all pay applications need to be submitted at one time so a summary sheet can be attached by the DAA.	
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09/30/10	8.25	Brett C. confirmed procedure for Prime Contractor's submitting Pay Applications, and is as follows: Prime to KACC for initial review; KACC to RS&H-Chicago for review/approval, then back to KACC prior to pay application meeting for signatures.	
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09/02/10	4.27	Pay Application meetings will be held the first Thursday of every month. All Prime Contractors, DAA, RS&H and KACC to be present for signatures.	Primes/DAA/RS&H/KACC
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### Quality

#### Photo Documentation – Multivista MN – Rick Noble

10/14/10	10.35	Multivista was on site Tuesday.	
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	10.36	It was noted Multivista will be able to get wider views of the project once there is above ground work.	
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09/23/10	7.36	Pictures can be taken of center tunnel and north wall work. Blaine P. to also be involved with decision of what pictures to be taken.	
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09/09/10	5.18	Steve B. will contact on a weekly basis.	
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#### Pedestrian Walkways – VersaTube – Peyton Cascio

09/23/10	7.37	Material tentatively on site October 6 <sup>th</sup> or 7 <sup>th</sup> . (10/07/10 – Material delivered yesterday with additional material coming early next week. Crews starting install today). (10/14/10 – All structural components are on site. Framework is set, but some will need to be removed due to duct bank work).	
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Date of Origin	Item #	Description	Action By
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**Schedule**

Work Scope 2.10 - Northland Constructors of Duluth Calendar Days start: Friday, August 13, 2010  
 Work Scope 3.10 - Kelleher Construction, Inc.'s Working Days start: Tuesday, September 21, 2010  
 Work Scope 4.10 - Harbor City Masonry, Inc.'s Working Days start:  
 Work Scope 5.10 - Dynamic Structural Steel LLC's Working Days start:  
 Work Scope 5.11 - Minuti-Ogle, Inc.'s Working Days start:  
 Work Scopes 7.10 & 7.11 - The Jamar Company's Working Days start:  
 Work Scope 8.10 - Harmon, Inc.'s Working Days start:  
 Work Scope 15. 10 - A.W. Kuettel & Sons, Inc. Working Days start: Friday, October 1, 2010  
 Work Scope 16. 10 - APi Electric's Working Days start: Friday, October 1, 2010

Substantial Completion: October 1, 2011  
 Completion: October 15, 2011

10/14/10 10.37 See attached KACC 3-week look ahead schedule.

10/14/10 10.38 Northland Constructors': 87 Calendar Days: 25 calendar days remaining.

**Phasing Status/Issues/Changes**

**Permits**

10/07/10 9.29 The City has not returned plumbing review on Building Plans. Tom C. to check into status.  
**(10/14/10 – Brett C. received plumbing review and forwarded to Tom C. for review and comment).**

9.30 All parties to submit copies of permits issued to KACC. All

09/30/10 8.30 KACC submitted permit application for pedestrian walkway enclosure to the City for review and issuance.  
 (10/07/10 – Tentative permit today).  
**(10/14/10 – Permit received Friday, 10/8/10. Permit documentation is filed on site).**

09/23/10 7.40 Building permit documents have been submitted. A list was received from the City of Duluth for review. Thomas C. noted RS&H-Chicago to run through the list and submit revisions in the next few weeks.  
 (09/30/10 – Tom C. noted Mark Ip has been reviewing, and he will be briefed on his return to Chicago tomorrow).

7.41 Nathan F. needs to pull a separate permit for drain tile.  
**(10/14/10 – Nathan F. just needs to submit the check).**

Date of Origin	Item #	Description	Action By
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**Weather**

10/14/10 10.39 Hoping good weather will hold.

The next meeting will be held **Thursday, October 21, 2010, at 9:00 a.m.** at Kraus-Anderson Construction Company's jobsite office trailer.

You are required to attend the construction meetings if you are soon to be on-site, are currently on-site, your work needs to interface with others, or you have questions or concerns that require documentation in the minutes.

It is your responsibility to read these minutes in their entirety. This report is assumed to be true and accurate unless notification to contrary is received within 72 hours.

Submitted by:

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Brett Cahoon,  
Project Manager

BC/cb

Attachments: 3-Week Look Ahead Schedule

# Kraus-Anderson® Construction

## Three Week Look Ahead Schedule

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun	Mon	Tue	Wed	Th	Fri	Sat	Sun	Mon	Tue	Wed	Th	Fri	Sat	Sun	Mon	Tue	Wed	Th	Fri	Sat	
	Oct 10	Oct 11	Oct 12	Oct 13	Oct 14	Oct 15	Oct 16	Oct 17	Oct 18	Oct 19	Oct 20	Oct 21	Oct 22	Oct 23	Oct 24	Oct 25	Oct 26	Oct 27	Oct 28	Oct 29	Oct 30	
<b>Division 1 - General Requirements</b>																						
Kraus-Anderson Construction																						
- Construction meeting																						
- Foreman's meeting																						
- Site coordination (On Going)																						
<b>Testing</b>																						
American Engineering Testing, Inc.																						
As needed																						
Braun																						
- Compaction, Rebar, Conc.																						
<b>WS 2.10 Civil &amp; Site Electrical</b>																						
Northland Constructors																						
- Traffic Control Signage (As Needed)																						
- Dig A. & A-1 line canopy footings																						
- Close West Tunnel for 3 wks.																						
- West Tunnel Area Utilities Complete																						
- Build West Parking & Temp Tunnel Access																						
- Dig Bldg. Footings, Sub Cuts																						
- Patch paving where duct bank & utilities cross east&west end Ped Path																						
- Subcut & Build East Parking																						
- Curb and Gutter East/West Parking (TBD)																						
- Center Bldg. Area Utilities and Site Utilities																						
- Install Drain Tile																						
- Start backfilling																						
- Subcut & Build Grinden Drive West to East																						
- Install Water Main across Ped Path East																						
- Pave West Ped Path																						

# Kraus-Anderson® Construction

## Three Week Look Ahead Schedule

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Oct 10	Oct 11	Oct 12	Oct 13	Oct 14	Oct 15	Oct 16	Oct 17	Oct 18	Oct 19	Oct 20	Oct 21	Oct 22	Oct 23
<b>Fencing/Guardrail</b> Keller Fence Company - Temp Construction Fencing - Permanent Fence (TBD) waiting for resubmittal														
<b>Gas Main</b> Midwest Boring & Underground - Install gas main week of 27th 2-days - complete except for riser to building														
<b>Traffic Markings, Paint, Sealcoat</b> Sinnott Blacktop, Inc. H.C. Black Out														
<b>Tree Removal</b> Rick's Tree Service - Complete														
<b>CIPP Liner</b> Veit Specialty Contracting - Sanitary lining														
<b>Concrete Waterproofing</b> Waterproofing by Experts, Inc. - Foundation Wall Waterproofing Starting @ West - Foundation Wall Waterproofing as needed														

**KACC Project #20225 New Passenger Terminal Bid Package I**

Contractor	Sun	Mon	Tue	Wed	Th	Fri	Sat	Sun	Mon	Tue	Wed	Th	Fri	Sat	Sun	Mon	Tue	Wed	Th	Fri	Sat	
	Oct 10	Oct 11	Oct 12	Oct 13	Oct 14	Oct 15	Oct 16	Oct 17	Oct 18	Oct 19	Oct 20	Oct 21	Oct 22	Oct 23	Oct 24	Oct 25	Oct 26	Oct 27	Oct 28	Oct 29	Oct 30	
<b>WS 8.10 Curtain Wall</b> Harmon, Inc. (TBD)																						
<b>15.10 Mechanical (Below Grade)</b> A.W. Kuettel & Sons, Inc.																						
- Storm at canopy areas																						
- Sewer, storm, gas mains into building West end																						
- Interior storm piping at entries																						
<b>K.A. Miscellaneous Walkways</b> - Build Temp Ped Enclosure																						
<b>NOTES:</b>																						
1. Call City of Duluth for Inspections.																						
2. Let KA, RS&H, DAA Know in writing about any Shut Downs or outages. 7 Days in Advance.																						