

Kraus-Anderson® Construction Company

MINUTES OF CONSTRUCTION MEETING NO. 14

3716 Oneota Street
Duluth, MN 55807

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Date: November 12, 2010

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

Subject: Meeting No. 14
Thursday, November 11, 2010

Present:

Brian Grefe	DAA	Patrick Contardo	Dynamic Structural Steel
Brett Cahoon	KACC	Drew Smykalski	A.W. Kuettel & Sons, Inc.
Steve Bergerson	KACC	Mike Serre	APi Electric
Chris Barta	KACC		
Ryan Erdmann	RS&H		
Tom Chambers	RS&H (via phone)		
Brian Morse	SJA RPR		
Andy Edlund	AET		

NOTE: Individuals listed below only need to attend the Session in which they are designated.

To: All Sessions

Brian Grefe
Blaine Peterson
John Hippchen RS&H, Inc.
Ryan Erdmann RS&H, Inc.
Thomas Chambers RS&H, Inc.
Brett Cahoon KACC
Steve Bergerson KACC
Chris Barta KACC
Andy Edlund AET
Joe Butler Braun Intertec
Brian Morse SJA RPR
Craig Bursch MBJ Consulting
Mark Brandi Cosentini Associates, Inc.
Bob Jackson Cosentini Associates, Inc.
Jennifer Keuther Cosentini Associates, Inc.

Session I – 9:00 – 9:30 a.m.

Nathan Fox Northland Constructors
Brad Werner Kelleher Construction

Session II – 9:30 – 10:00 a.m.

Roger Anderson Harbor City Masonry
Jason Erickson Dynamic Structural Steel
Brandon Henry Minuti-Ogle, Inc.
Paul Zwak The Jamar Company
Dave Wells The Jamar Company
Mike Laudise Harmon, Inc.

Session III – 10:00 a.m.

Jason Kuettel A.W. Kuettel & Sons
Scott Patullo A.W. Kuettel & Sons
Jeff Tyllia APi Electric

Date of Origin	Item #	Description	Action By
Work Scope 2.10 Civil & Site Electrical – Northland Constructors of Duluth LLC – Nathan Fox-PM; Don Flom-Foreman; Tom DuBois-Utility Foreman			
11/11/10	14.1	There was no Northland Constructors' representative at today's construction meeting.	
	14.2	Northland has been instructed to relocate Storm Structure S73 on gridline 8 and AA line to its correct position. This structure at this current location would interfere with a footing.	
	14.3	Northland will be working on paving, erosion control, backfilling, etc. to button up for winter protection. Also need to protect light bases, manholes, etc.	
	14.4	KACC RFP No. 020 Revision 002 regarding the duct bank is now under Work Scope 2.10 - Northland Constructors' contract. Nathan F. to submit NC's cover sheet with 5% mark-up.	Northland
11/04/10	13.1	Northland Constructors need to provide <u>at least</u> 24-hour advance notice of any water, etc. shut offs that may affect the operations at the Terminal.	Northland
	13.2	Ruts from Northland's front end loader needs to be repaired at south side of rental car parking lot at temporary road. (11/11/10 – Ruts have been addressed).	Northland
10/28/10	12.3	Nathan F. needs to submit pricing for the following KACC RFP's: No. 009, No. 012, No. 025, No. 027 and No. 029. (11/04/10 – Nathan F. to provide pricing for RFP No. 009 and No. 027). (11/11/10 – Nathan F. to provide pricing or revised information/pricing for: RFP No. 011; RFP 020 Revision 002; RFP No. 025, No. 027, and No. 029).	Northland Northland
	12.4	Brian R. asked how many days total will it take Northland to complete the parking lot. Approximately 3 days total – parking lot should be complete before 11/12/10. (11/04/10 – Schedule remains the same. Northland should be able to hand over parking lot by Friday, 11/12/10). (11/11/10 – Barricades and signage to be added. Mike S. noted poles will not be here until mid-December. DAA will use lot without lighting).	Northland
10/21/10	11.2	Northland has been tracking quantities on miscellaneous extra items, i.e. pedestrian enclosure Class 5, etc. (10/28/10 – Ongoing). (11/04/10 – Ongoing). (11/11/10 – Ryan E. noted nothing recent to track).	

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Concrete & Bituminous Sawing – Concrete Sawing Services

Landscaping & Erosion Control – Erosion Control Specialists, Inc.

10/21/10	11.4	John H. noted some silt fence can be removed. Steve B. spoke with Dale A., AJ's, and will remove before their work is done on site. (10/28/10 – Steve B. spoke with AJ's to remove a portion of the silt fence inside wetland area where vegetation has come up). (11/04/10 – This has been marked). (11/11/10 – Complete. Steve B. noted left one run in because top soil was being added).	
	11.5	Ruts from City of Duluth truck on Grinden Drive near silt fence need to be smoothed out. (10/28/10 – Needs to be completed. Steve B. to check into with AJ's). (11/04/10 – MP&L also left ruts, which will be taken care of today). (11/1/10 – Complete).	
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. (10/28/10 – It was noted wood chips need to be added where sand stockpiled and at permit lot as there is muddy run-off water).	Northland/ECS

Fill & Abandon Pipe – Cellular Concrete, Inc.

09/23/10	7.9	Nathan F. will get submittals and PLA from new contractor. (09/30/10 – PLA was received. How about submittals?). (10/07/10 – Submittals are still required. Nathan F. to submit). (10/14/10 – Nathan F. noted they will not get paid until submitted). (10/21/10 – Nathan F. received, and will forward to KACC for processing). (10/28/10 – Nathan F. to forward to KACC). (11/04/10 – Nathan F. to forward to KACC). (11/11/10 – Shops received this morning, and will be processed).	Northland Northland Northland Northland
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Directional Boring – Ground Effects Directional Drilling

Concrete Flatwork – Hovland, Inc.

11/11/10	14.7	Ryan E. sent and RFP this morning for failing sidewalk in front of existing Terminal. KACC will forward to Nathan F. for pricing.	KACC/Northland
	14.8	Hovland/Northland needs to do a better job at informing AET when pouring concrete for testing. AET had less than 5 minutes notice this past week. Ryan E. noted next time the truck(s) will sit and wait until AET is on site.	

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Concrete Waterproofing – Waterproofing by Experts, Inc.

11/11/10 14.11 Steve B. noted Waterproofing by Experts will be back on site Monday, 11/15/10. Nathan F. called for them to return this week, but not available.

14.12 Steve B. noted there are 7-days cure time on all areas waterproofed to date. Brian M. noted we should get something in writing from the Manufacturer on early application-before 7-days-to not void the warranty. At this point, KACC believes the cure time requirements have always been met.

10/21/10 11.9 Joe B. asked if mill thickness on waterproofing needed to be looked at. KACC confirmed – yes.
(10/28/10 – KACC to check with Braun for results).
(11/04/10 – Joe B. will take a look at the waterproofing).
(11/11/10 – **Check Braun's site for report regarding waterproofing**).

Braun

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

11/04/10 13.8 Craig B., MBJ, reminded all to follow cold weather procedures as temperatures are under 40-degrees.

All

10/28/10 12.5 Jeremy N. noted should have tall wall poured at stair area by Wednesday, 11/3/10.
(11/04/10 – It was noted Kelleher lost 3 days due to weather last week, but should be done with this wall on 11/5/10).

Kelleher

12.7 Coordination needed between APi and Kelleher for conduit through stoops at Gridlines G & H. MBJ gave two options as noted in their Observation Report No. 2.
(11/04/10 – Also at duct bank).

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.
(10/21/10 – Jeremy N. stated for form is on site for mock-up and will be poured tomorrow when wall is poured).
(10/28/10 – Sample was poured and will be brought up to KACC trailer for viewing. Kelleher needs to submit their means and methods as requested by MBJ for column construction. Jeremy N. noted their intent to use similar methods to UMD's Engineering Building, and will visit that site to look at an example).
(11/04/10 – Mock-up is at KACC's trailer. Tom C. stated he will need to review. Kelleher still needs to submit their means and methods of column construction. Correction: Business School building).
(11/11/10 – **Tom C. will review mock-up when he is in town next week**).

Kelleher

RS&H

Date of Origin	Item #	Description	Action By
09/16/10	6.10	<p>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). (10/21/10 – KACC to submit Kelleher's pricing to Tom C.). (11/04/10 – Brad Werner needs to submit the requested/required breakdown of labor, materials, equipment, overhead and profit). (11/11/10 – Brett C. spoke with Brad W., and Brad will resubmit).</p>	<p>KACC Kelleher Kelleher</p>
08/19/10	2.12	<p>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). (11/11/10 – According to Brad W., mix designs are forthcoming).</p>	<p>Kelleher Kelleher</p>
<p><u>Rebar Installation</u> – Woody's Rebar Co., Inc.</p>			
<p><u>Work Scope 4.10 – Masonry</u> – Harbor City Masonry, Inc. – Roger Anderson-PM;</p>			
11/11/10	14.13	<p>Masonry reinforcing shops were submitted to KACC yesterday, and will be processed.</p>	<p>KACC</p>
<p><u>Fluid Applied Membrane Air Barriers</u> – EBS, Inc. – David Williams</p>			
<p><u>Work Scope 5.10 – Structural/Miscellaneous Steel</u> – Dynamic Structural Steel, LLC – Jason Erickson-PM</p>			
11/11/10	14.14	<p>Patrick C. noted Sequence 1 and 2 will be on site Tuesday, 11/16/10, at the latest. Dynamic will have one person designated to help NIE with sequence staging.</p>	
11/04/10	13.10	<p>Jason E. wanted it noted that structural steel products will be delivered to site as finished products. All trades need to take precautions to minimize any damage to steel finish. The steel can be touched-up, but it is not an easy process, and the finish will not be as good as the original. (11/11/10 - Patrick C. noted pictures are being taken as steel is being installed for documentation of any damage to finished steel).</p>	<p>All</p>
09/30/10	8.7	<p>Phase 6 miscellaneous metals and stairs shops have been submitted for review. (10/07/10 – Brett C. asked the status of this submittal). (10/21/10 – Tom C. stated being reviewed. A possible CSI to be issued soon). RS&H (10/28/10 – Shops returned to Dynamic Structural Steel. RS&H-Chicago will issue a CSI with exact changes as noted on shop drawings). (11/04/10 – KACC SI No. 035 addressed this item. Please review).</p>	<p>RS&H</p>

Date of Origin	Item #	Description	Action By
	8.8	<p>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). (10/21/10 – Samples reviewed earlier this week and a color has been selected). (11/04/10 – A CSI will be issued).</p>	RS&H-Chicago
09/02/10	4.14	<p>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). (10/21/10 – Tom C. and Jason E. met earlier this week, and resolved remaining minor issues. Jason E. is revising RCO documentation for final submission). (10/28/10 – Tom C. noted documentation was not submitted on the required RCO form). (11/04/10 – Dynamic resubmitted proposal on the RCO form, and Chris B. forwarded to Tom C. for review. Tom C. requested paint layout drawings from Dynamic. Jason E. submitted to Chris B. this morning, and she will forward to Tom C.). (11/11/10 – Tom C. approved, and Chris B. will draft Change Order Request No. 1 to Dynamic).</p>	<p>RS&H-Chicago</p> <p>KACC</p> <p>RS&H/KACC</p>
<u>Steel Erector</u> – Northern Industrial Erectors, Inc. – Bryan Hutchinson-PM			
11/04/10	13.11	<p>A media event has been schedule for Wednesday, November 11, 2010, to watch first column of steel being erected. Bryan H. requested they will begin in the afternoon around 2:00 p.m.</p>	
08/12/10	1.49	<p>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. (11/04/10 – Bryan H. to coordinate with Steve B. for power or propane needed for trailer and cranes).</p>	NIE/KACC

Date of Origin	Item #	Description	Action By
	1.50	<p>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.). (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). (10/28/10 – Partial comments were received from the FAA. Brett C. asked if we can proceed with only partial comments). (11/04/10 – Brian G. notified FAA tower of steel erection, and requested a notice be submitted detailing steel erection schedule, i.e. M-F for next 12 weeks. There was a long crane height discussion due to current crane height restrictions. NIE possibly looking at getting another crane on site. Jason E. noted steel could be erected in a pyramid fashion). (11/11/10 – Brian G. noted a new 7460 will be drafted. Steve B. checks the weather each morning, and receives a call from Mike, NIE, to see if it is o.k. to raise the crane. A test call was performed by the FAA this morning to Steve B. The tower will call Steve if the crane needs to be dropped. Patrick C. noted they would like to start steel installation at 6:30 a.m., but work cannot begin until sunrise, which is currently around 7:07 a.m. Likewise, work must stop at dusk. Options will be explored to extend working hours).</p>	NIE, Inc.

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

10/14/10	10.9	<p>Brandon H. will provide input into current schedule. (11/11/10 – KACC to contact Brandon H. for update)</p>	Minuti-Ogle KACC
09/30/10	8.10	<p>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. (11/11/10 – KACC to contact Brandon H. for update)</p>	Minuti-Ogle KACC

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

11/04/10	13.12	<p>KACC meeting with Jamar today regarding metal panels.</p>	
09/30/10	8.11	<p>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. (10/21/10 – Need Jamar's Insurance Certificate, Request to Sublet Form(s) and PLA(s)). (11/11/10 – KACC again requested).</p>	Jamar

Date of Origin	Item #	Description	Action By
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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. (10/21/10 – Need Jamar’s Insurance Certificate, Request to Sublet Form(s) and PLA(s)).	Jamar
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Work Scope 8.10 – Curtain Wall – Harmon, Inc. – Mike Laudise-PM

11/04/10	13.13	Mike L. asked how will be curtain wall welding to steel be addressed if steel is a finished product?	
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. (11/04/10 – Need Contracts, Insurance, EEO, Request to Sublet, PLA and Affidavit returned to KACC).	Harmon

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

11/11/10	14.15	Drew S. noted he spoke with Bernie at the Gas Dept. regarding site gas meter, and he wasn’t of the status. Offices were closed today, so Drew should have more information tomorrow. KACC submitted the application a few weeks ago.	
	14.16	Drew S. noted they are waiting for the east side walls to be complete to make the water mains and storm connections into the building.	
10/21/10	11.18	Due to shallow depth at 4” line from entry stoops, only 5’ down, A. W. Kuettel would like to add foam to bring to 6’. (10/28/10 – Jason K. needs to submit a formal RFI on this item). (11/04/10 – Should receive today from Jason K.) (11/11/10 – Tom C. will respond to RFI requesting additional information. Correction: 16’ out from building, not 6’).	A.W. Kuettel

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

11/04/10	13.16	Close coordination is needed between APi and Kelleher for knock-out in building footing so not cutting rebar after its been installed. Steve B. noted MBJ gave two options for work.	
10/21/10	11.19	APi to start installing lights in pedestrian enclosure as soon as today, and will be reusing tunnel lights from Terminal. (11/04/10 – Lights are on in enclosure. Photocells are being picked up and will be installed). (11/11/10 – Scheduled to complete installation on West pedestrian enclosure next week. Switched to a different panel breaker on East enclosure. Will pull wire for a possible 1500 watt heater at enclosure entrance if the Airport requests).	

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10/07/10	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). (10/21/10 – Jeff T. has pricing completed, and will submit after today's meeting). (10/28/10 - Jeff T. needs to submit final pricing to KACC for this RFP as soon as possible). (11/04/10 – Ongoing). (11/11/10 – RFP is now being run thru Northland Constructors. Need Nathan F. cover sheet for proposal).	API
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Civil Scope Testing Agency – American Engineering Testing, Inc. - Andy Edlund

11/10/10	14.17	Andy E. noted should have core results and density results yet today on the paved new Employee Lot.	
10/14/10	10.13	Andy E. noted low tests on water at east side, and should have results back today. (11/11/10 – Andy E. noted rested and passed).	
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). (10/21/10 – Ryan E. noted correction: 28-day results). (11/11/10 – Andy E. noted load cell tester machine is out for repair, so will have a 40-day break. Two cylinders remain).	
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.).	

Building Scope Testing Agency – Braun Intertec – Joe Butler

10/21/10	11.22	Joe B. stated overall concrete is performing well. Joe B. noted to check the ftp site for current test reports. (10/28/10 – Ongoing). (11/04/10 – 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. (10/07/10 – Add Craig Bursch, MBJ, to FTP site access. Jeremy Carlson, Arrowhead Concrete requested break results).	

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09/23/10	7.23	Subcut was inspected to verify we are on native soils. Inspection o.k. (09/30/10 – Joe B. noted we are having issues with native soils. Further discussion after today’s meeting). (10/21/10 – Braun has continued to monitor and document conditions daily). (10/28/10 – Joe B. noted along gridlines 7-12 on H, most required soils were removed for water main, but was in original prints).	
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Project Onsite Superintendent Issues – Steve Bergerson, KACC Supt.

11/11/10	14.18	Steve B. requested all trucks need a flag person when backing up. An incident where a pedestrian walked behind one of Northland’s trucks.	All
	14.19	Steve B. requested construction fencing be installed to keep visitors out of the construction site. Zone will be staked and RFP written. Run through temporary construction.	KACC/RS&H
	14.20	Steve B. reminded all of cold weather protection. Keep a close watch on your work.	All
	14.21	Steve B. expressed concern regarding transition cabinet. Type needs to be determined.	DAA/RS&H
10/28/10	12.11	API/Northland to mark unfinished items with posts with reflectors before snow covers new islands, curbs, etc. (11/04/10 – Will be discussed further). (11/11/10 – Phase I “landscaping poles” proposal accepted from Ulland Bros).	API/Northland
08/19/10	2.18	Contractor parking is all along road behind KACC’s trailers and down Haines Road to barrier. (09/23/10 – Again Steve B. noted parking at KACC trailer or at new west parking lot only. Contractors are not to be parking anywhere else on site). (09/30/10 – It was noted AJ’s Lawncare needs to park in designated area(s)). (10/14/10 – Requirement by Airport Security all contractors to stay at least 10’ away from fence, the farther away-the better). (10/28/10 – Contractor parking will change depending on type of construction on site). (11/11/10 – Steve B. noted parking will become an issue once more contractors are on site. It was discussed to possibly use the new Employee Lot with the exception of no heavy truck as only 2 ½” lift).	ALL

Date of Origin	Item #	Description	Action By
	2.19	Steve B. reminded contractors to keep roads clean. No tracking onto the Grinden Drive loop. (09/09/10 – Northland is going a good job. Thank you). (09/16/10 – Brian R. requested cutting down on dust as much as possible. Do not want customers returning to dust covered vehicles and harder on rental car agencies to keep rental cars clean). (09/30/10 – Nathan F. noted sweeper is coming today to clean southwest corner where trucks are hauling material). (10/07/10 – All parties trying to keep up with dust, tracking and cleaning). (10/14/10 – Extremely dusty today with high winds. Northland to keep on top of dust as there have been numerous complaints).	ALL Northland
	2.20	All contractors to put their garbage, debris, etc. into dumpsters. Need to keep airfield clean of flying debris. (09/09/10 – Steve B. noted this is a LEED project, and at some point we will have multiple dumpsters on site for wood, metal, etc.). (09/23/10 – Pop cans, grease tubes and garbage noticed around site. PLEASE use designated garbage cans located at KACC trailers). (10/14/10 – Steve B. noted a dumpster has been added down at the building footprint area). (10/21/10 – Steve B. and Brian R. noted garbage around site. Contractors must either keep garbage in their vehicles or use dumpsters). (11/11/10 – Brian G. noted garbage and debris in the wetland area).	ALL ALL ALL
08/12/10	1.57	Steve B. will perform Wage Rate Interviews on a weekly basis. Selected individual will complete a form asking wage information and sign. Steve B. then turns into the KACC office where Chris B. verifies whether or not prevailing wages are being paid.	

Construction Manager - Kraus-Anderson Construction Company - Brett Cahoon-PM; Chris Barta-PA

11/11/10	14.22	Airport Board Meeting is Tuesday, November 16, 2010.	
	14.23	There will be no construction meeting the week of Thanksgiving.	
11/04/10	13.18	Next Status Meeting is Monday, November 15, 2010, at 10:00 a.m.	
10/07/10	9.17	Individual QMS meetings will be held with each Prime Contractor. (11/04/10 – Need to schedule with Northern Industrial Erectors).	
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
08/12/10	1.62	Weekly construction meetings will be held every Thursday, 9:00 a.m. in KACC jobsite trailer.	All
	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

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

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| 10/28/10 | 12.13 | John H. stated RS&H requires a redline set of plans from each Work Scope which includes all structures, inverts, etc. when project is complete for their use in developing as-builts for the City of Duluth. | |
| | 12.14 | Electrical trenches at Airfield Gate will need to be seeded as old grass did not come up.
(11/04/10 – APi needs to address).
(11/11/10 – Ryan E. noted work will be done this afternoon). | |
| 10/21/10 | 11.25 | RS&H to contact either County or City to have Airport entry/exit road changes updated for GPS systems.
(10/28/10 – Ryan E. sent updates to Garmin, but no response as of yet. John H. to speak with Cindy at City).
(11/04/10 – Garmin responded to Ryan E. Basically the system will be updated at some point. Four updates are issued a year). | RS&H |
| | 11.26 | John H. noted Manhole 73 was not correctly placed and interferes with canopy footing on A-line. Manhole was set 1' too far to north. Nathan F. will survey and send to KACC/RS&H for their review.
(10/28/10 – Nathan F. will check status).
(11/04/10 – Survey issue, not a plan issue. KACC to check with Nathan F. for update).
(11/11/10 - Northland has been instructed to relocate Storm Structure S73 on gridline 8 and AA line to its correct position. MBJ did not agree with Kelleher having to work around structure, and cost to Kelleher is substantial). | Northland
KACC/Northland |
| 10/14/10 | 10.16 | John H. noted tomorrow is October 15 th , 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.
(10/21/10 – FAA will not allow any variation from Specifications. October 15 th date is the wear course criteria. Additional discussion after today's meeting).
(10/28/10 – Northland Constructors will only pave Permit Lot this year. Discussions on leaving gap between curb and pavement stop will be o.k. on 2 ½" base on Permit Lot). | Northland |
| 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).
(10/21/10 – RFP No. 020 Revision 2 issued. APi's pricing will also include cost for transformer pad).
(10/28/10 – APi working on a few minor changes, and will submit).
(11/04/10 – Will be made a part of Work Scope 2.10. KACC to write Change Order Request). | APi |

Architect - Reynolds, Smith and Hills, Inc. - Thomas Chambers; Mark Ip; Marc Godzina

- | | | | |
|----------|-------|---|------|
| 11/11/10 | 14.24 | Tom C. will be in town Monday/Tuesday/Wednesday of next week. | RS&H |
|----------|-------|---|------|

Date of Origin	Item #	Description	Action By
	13.20	Tom C. noted a change in staffing with SJA RPR. Brian Morse will be the new RPR contact for SJA.	
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). (10/21/10 – Chris B. to forward Contractor pricing to Tom C. for review). (10/28/10 – Cosentini's comments were returned and forwarded to Kelleher Construction and A.W. Kuettel for review and resubmission). (11/04/10 – KACC received A.W. Kuettel's breakdown and will review. Kelleher Construction's is still needed and has been requested. Will forward to RS&H for review once all received). (11/11/10 – KACC will forward to Tom C.)	KACC KACC
Owner – Duluth Airport Authority - Brian Grefe-Director of Operations; Blaine Peterson-Terminal/Facilities Manager			
11/04/13	13.21	Brian Ryks stated all parties need to be more proactive with any potential shut-downs at construction site which may affect the Terminal. Advance notice is required so the DAA can properly notify tenants, and a plan of action can be organized.	All
	13.22	Blaine P. noted the DAA needs more than 24-hours notice for any water shut off.	All
	13.23	Blaine P. noted the DAA needs more than 24-hours notice for any power shut off.	All
	13.24	In the security office a screen has not come back on since last night and the power outage earlier this week.	
10/28/10	12.15	Brian R. stated we need to revisit adding LED lights with solar panels to some directional signage on site. KACC will send an RFP to Northland. (11/04/10 – KACC is still working on pricing). (11/11/10 – Ongoing).	KACC
10/21/10	11.27	Brian R. stated if at all possible, pedestrian path enclosure must be complete by Wednesday, October 27, 2010, as rain is in the forecast. (10/28/10 – Tentative opening on Tuesday, 11/2/10). (11/04/10 – East pedestrian enclosure is now open).	KACC
10/14/10	10.19	Blaine P. noted we need to install (3) "Construction Zone" or "Keep Out" signs equally spaced along railing across from Terminal. (10/21/10 – Two signs have been installed). (10/28/10 – KACC to order "Construction Zone" signs). (11/04/10 – Signage has been ordered but not yet received).	KACC

Date of Origin	Item #	Description	Action By
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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.
(10/21/10 – Joe B. noted rebar with small flag can be used to mark curb locations to aid in snow removal).
(11/04/10 – Snow removal plan meeting scheduled after today's construction meeting).
(11/11/10 – Blaine P. would like to meet again to review snow removal plan).

DAA/KACC

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 space was left on the existing system for a camera – Yes.
(10/28/10 – Brett C. noted Arrowhead had a splitter, so one screen will be split into four to show all cameras).
(11/04/10 – Cameras are installed and are running. Questionable if they are recording, but will be verified).

10.24 Brett C. is working on KACC Construction Area lease, and should have to DAA in the next day or two.
(10/21/10 – KACC submitted to the DAA. Joan Christensen, City Attorney, is reviewing).
(10/28/10 – Ongoing).
(11/04/10 – Ongoing).
(11/11/10 – To be discussed at Tuesday's Board meeting).

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).
(10/21/10 - RS&H has ordered an aerial view of the project site).

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 – Brian Morse

11/11/10 14.25 Brian M. noted he and Steve B. walked the site after last weeks meeting and received a good summary of what is happening on site.

11/04/10 13.25 Due to a change in staffing, Brian Morse is the new RPR from SJA working through RS&H-Chicago.

Date of Origin	Item #	Description	Action By
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13.26 Carbon copy Brian M. on all RFI's, PCO's, and RCO's.

10/21/10 11.28 Bob S. stated he will arrange to send Tom C. his notes and photos each day.
(10/28/10 – Bob S. will call Tom C. regarding notes and photos sent but not received by RS&H).

Structural Engineer – MBJ Consulting – Craig Bursch

11/11/10 14.26 It was noted Craig B. sent out an observation report yesterday.

11/04/10 13.27 Craig B. and Steve B. walked around site this morning for an RFI to be written for concrete on grid 8.
(11/11/10 – Responded. Complete).

13.28 Craig B., MBJ, reminded all to follow cold weather procedures as temperatures are under 40-degrees.

All

10/28/10 12.16 KACC to issue MBJ's Observation Reports to Prime Contractor's for their review and return acknowledgement.

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.

Replacement Terminal - Phase I Items

10/14/10 10.27 Static on phone line to ticket booths will be explored further.
(11/04/10 – Static also appears on phones at Hertz building. KACC will contact APi to troubleshoot the line, and come up with a solution).
(11/11/10 –API is currently on site and troubleshooting).

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.
(10/21/10 – Tim Harkonen, Polyphase, was on site yesterday, and reviewed the bases at SW corner of parking lot with Steve B. It was decided in order to get the work done, Northland Contractors will take a few shovels and fill worst base while they are paving. Will work out cost. KACC/DAA will monitor the other two bases).
(10/28/10 – Northland ran out of mix, and will coordinate next time paving occurs on site).
(11/11/10 – Filled. Blaine P. was going to inspect).

Northland/KACC

10.29 Blaine P. noted (1) light is out.
(10/21/10 – Ask Blaine P. which light is out).
(11/04/10 – KACC to notify Polyphase Electric as light is still under warranty. Location is east of the Hertz building).
(11/11/10 – KACC will work with APi on this item).

KACC

Date of Origin	Item #	Description	Action By
	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. (10/21/10 – KACC submitted a letter to Rob Messeroll, Ulland Brothers). (11/11/10 – Brian G. reported Amano was on site and fixed, and the dispenser is now working properly).	Amano/KACC

General Landscaping - Phase I

11/11/10	14.27	Ulland Bros. submitted a proposal for the landscaping poles, and it was approved by the DAA/KACC. Rob M. to change the language from "marking poles" to "landscaping poles".	Ulland
	14.28	Dale A. noted the following for Phase I landscaping: two trees at an island at long term parking lot need to be installed due to vehicles parked over curb. Some taconite edging needs to be installed due to vehicles backed up too far over curb to rake out taconite. The meadow behind KACC's trailer will be seeded next year.	
10/28/10	12.17	Delineators for meadows will be installed. Any additional delineators required will go through the allowance. To be discussed further.	
10/21/10	11.30	AJ's Lawncare will be wrapping up work next week. (10/28/10 – Work remaining includes taconite screenings from edging to curb line, sod and tree install at islands). (11/04/10 – Possibly hold sod installation until next year due to weather). (11/11/10 – AJ's started installing sod, and will do what they can to complete).	AJ's

Minnesota Power – Tom Leines

11/04/10	13.30	Minnesota Power cut power to main Terminal this week. Switches were replaced. (11/11/10 – Switches were bypassed, not replaced).	
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Qwest – Dave Larson

10/21/10	11.31	Jeff T., APi Electric, to submit pricing to Qwest, and Qwest to submit to Northland Constructors. (10/28/10 – Nathan F. to forward to KACC for review). (11/11/10 – Still need Qwest's invoice).	Northland/Qwest
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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).	
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Date of Origin	Item #	Description	Action By
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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.).
(10/21/10 – Steve B. has a call into new OSHA consultant, and will contact again).
(10/28/10 – Steve B. has left numerous messages. KACC Safety Director to contact as well. Bob S. noted they have lost several employees, and are short on staff. It is possible someone from St. Paul will visit site).
(11/04/10 – Ongoing). | |
| 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.).
(10/21/10 – Steve B. noted Northland's sweeper has been going through the site daily). | |

Change Orders/RFI's/PCO's

- | | | | |
|----------|-------|---|------|
| 11/11/10 | 14.29 | RS&H and KACC need responses from Gordon Nelson on Change Order Request No. 1 and No. 2. | |
| 09/02/10 | 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 |
| 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. | |

Pay Applications

- | | | | |
|----------|-------|--|--|
| 11/11/10 | 14.30 | Next Pay Application Meeting is Thursday, December 2, 2010, after the construction meeting. | |
| 10/14/10 | 10.34 | The submission period for pay applications is the 1 st to 15 th 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.
(11/04/10 – Brian G. noted a correction: 1 st and 8 th of each month). | |

Date of Origin	Item #	Description	Action By
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.	
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

Quality

10/21/10	11.32	KACC to schedule QMS meetings with Prime Contractors.	KACC
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Photo Documentation – Multivista MN – Rick Noble

10/28/10	12.21	Steve B. noted Multivista was not on site this week due to the weather. We will have an additional week and will double up a week in the future.	
10/14/10	10.36	It was noted Multivista will be able to get wider views of the project once there is above ground work.	
09/09/10	5.18	Steve B. will contact on a weekly basis.	

Pedestrian Walkways – VersaTube – Peyton Cascio

11/04/10	13.31	Blaine P. and Steve B. to do a walk-thru for traffic at east enclosure. Also work on signage to identify the enclosure is open and for visitor use. Garbage can(s) will be added as notice cigarette butts litter. Possibly add fire extinguishers to enclosures. (11/11/10 – Fire extinguishers are not needed).	
	13.32	Steve B. noted there are currently three spring hinges installed on the enclosure doors. Discussion ensued of possibly adding closers to keep the doors from continually opening due to wind. We could add closers and see how long they last before freezing. Options will be discussed further.	
	13.33	Brett C. noted we have not received the heavy structure shipment.	
10/28/10	12.23	KACC will start on West pedestrian enclosure at south end and work north to allow Northland Constructors to finish their work.	
10/21/10	11.34	Clear roof panels are being shipped, and will be installed when on site. (10/28/10 – Brett C. noted clear roof panels will be installed in a staggered fashion along roof of pedestrian enclosures). (11/04/10 – On site with some clear panels installed. Enclosure is a lot brighter with clear panels).	

Date of Origin	Item #	Description	Action By
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Schedule

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

11/11/10	14.31	See attached KACC Contract Day Assessment Schedule.	All
	14.32	See attached KACC 3-week look ahead schedule.	All
	14.33	Northland Constructors': 87 Calendar Days: 4 days over contract calendar days.	
10/21/10	11.37	A. W. Kuettel & Sons, Inc. Working Days stopped 10/14/2010.	

Phasing Status/Issues/Changes

Permits

10/07/10	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). (10/21/10 – Waiting for additional drawings from VersaTube to submit to City per their request). (10/28/10 – Ongoing).	
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). (11/11/10 – Stair framing adjustments need to be corrected, then RS&H will submit documentation).	RS&H

Weather

11/11/10	14.34	Forecast includes cooler temperatures with possible significant snow this weekend. All Contractors to be prepared.	
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The next meeting will be held **Thursday, November 18, 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.

Date of Origin	Item #	Description	Action By
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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

Brett Cahoon,
Project Manager

BC/cb

Attachments: 1) KACC Contract Day Assessment Schedule
2) 3-Week Look Ahead Schedule

KRAUS-ANDERSON CONSTRUCTION COMPANY
 NEW PASSENGER TERMINAL BID PACKAGE 1
 CONTRACT DAY ASSESSMENT
 MNDOT Spec 2005 Ed. - Section 1806.1

Valid Thru: 11/17/2010

WORK SCOPE	Start Date	Stop Date	ORIGINAL # CONTRACT DAYS	DAY TYPE	# OF CONTRACT DAYS USED	# OF CONTRACT DAYS REMAINING
2.10 Northland Constructors of Duluth, LLC	8/13/2010		87	Cal. Day	76	11
Hertz Phase 6			28	Cal. Day		
3.10 – Kelleher Construction	9/21/2010		100	Working	25	75
4.10 – Harbor City Masonry			45	Working	0	45
5.10 – Dynamic Structural Steel, LLC	11/8/2010		90	Working	0	90
5.11 – Minuti-Ogle			75	Working	0	75
7.10 - JAMAR			90	Working	0	90
7.11 - JAMAR			45	Working	0	45
8.10 – Harmon, Inc.			90	Working	0	90
15.10 – A.W. Kuettel	10/1/2010	10/14/2010	90	Working	10	80
	10/18/2010	10/20/2010			3	77
	11/5/2010	11/5/2010			1	76
16.10 - API Electric	10/1/2010		90	Working	23	67

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	Nov 7	Nov 8	Nov 9	Nov 10	Nov 11	Nov 12	Nov 13	Nov 14	Nov 15	Nov 16	Nov 17	Nov 18	Nov 19	Nov 20	Nov 21	Nov 22	Nov 23	Nov 24	Nov 25	Nov 26	Nov 27	
Division 1 - General Requirements																						
Kraus-Anderson Construction																						
- Contract Status meetings																						
- Construction meeting																						
- Site coordination (On Going)																						
Testing																						
American Engineering Testing, Inc.																						
As needed																						
Braun Intertec																						
- Compaction, Rebar, Conc.																						
WS 2.10 Civil & Site Electrical																						
Northland Constructors																						
- Traffic Control Signage (As Needed)																						
- WEST 1/2 BLDG & SITE																						
- Drain Tile and Backfill at Interior & Exterior																						
- Final grading , seed & cover																						
- CANOPY A-A.1 LINE																						
- Dig Canopy Footings grid 8-12 (Only Dug 4 of 7)																						
- EAST 1/2 BLDG & SITE																						
- Install New temp Access into Bldg. Site(as needed)																						
- Sub Cut, Sand and Class 5 East Parking (Complete)																						
- Continue Digging Bldg. Footings and Pads as needed																						
- Switch over Vehicle Traffic to East side of Ped Enclosure (complete)																						
- Drain Tile and Backfill at Interior & Exterior																						
- Storm and Water Main Work East Parking (Complete)																						
- Final grading , seed & cover																						
- PAVING																						
- East/West Grinden Dr. (Next Year)																						
- Pave East Permit Parking Lot 11-8-10																						
- Pave Lower Access Rd. Tie In 11-8-10																						

