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# Kraus-Anderson® Construction Company

## MINUTES OF CONSTRUCTION MEETING NO. 7

3716 Oneota Street  
Duluth, MN 55807

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

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**Date:** September 23, 2010

**Project:** DULUTH INTERNATIONAL AIRPORT  
NEW PASSENGER TERMINAL  
BID PACKAGE 1  
Duluth, MN  
KACC Project #20225

**Subject:** Meeting No. 7  
Thursday, September 23, 2010

**Present:**

Brian Ryks	DAA	Nathan Fox	Northland Constructors
Blaine Peterson	DAA	Jeremy Nathe	Kelleher Construction
Brett Cahoon	KACC	Jeff Tyllia	APi Electric
Steve Bergerson	KACC	Mike Serre	APi Electric
Chris Barta	KACC		
John Hippchen	RS&H		
Ryan Erdmann	RS&H		
Andy Edlund	AET		

**To:**

Brian Ryks	Duluth Airport Authority	Nathan Fox	Northland Constructors
Brian Grefe	Duluth Airport Authority	Jeff Tyllia	APi Electric
Blaine Peterson	Duluth Airport Authority	Paul Konkler	Concrete Sawing Services
Alison Johnson	Duluth Airport Authority	Tony Linder	Erosion Control Specialists
John Hippchen	Reynolds, Smith & Hills, Inc.	Ben Vitek	Ground Effect Drilling
Ryan Erdmann	Reynolds, Smith & Hills, Inc	Lon Hovland	Hovland, Inc.
Leslie Carlson	Reynolds, Smith & Hills, Inc	Scott Windorski	Keller Fence Company
Brian O'Connor	Reynolds, Smith & Hills, Inc	Brandt Swedberg	Midwest Boring
Thomas Chambers	Reynolds, Smith & Hills, Inc	Scott Sinnott	Sinnott Blacktop
Mark Ip	Reynolds, Smith & Hills, Inc		Rick's Tree Service
Brett Cahoon	KACC	Kyle Kruger	Veit
Steve Bergerson	KACC		Waterproofing by Experts
Bob Swanfeld	SJA Architects	Brad Werner	Kelleher Construction, Inc.
Craig Bursch	MBJ Consulting		Woody's Rebar
Bob Jackson	Cosentini Associates, Inc.	Roger Anderson	Harbor City Masonry, Inc.
Jennifer Keuther	Cosentini Associates, Inc.	Jason Erickson	Dynamic Structural Steel
Andy Edlund	American Engineering Testing	Bryan Hutchinson	Northern Industrial Erectors
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
<b><u>Work Scope 2.10 Civil &amp; Site Electrical</u> – Northland Constructors of Duluth LLC – Nathan Fox-PM;</b> Don Flom-Foreman; Tom DuBois-Utility Foreman			
09/23/10	7.1	Nathan F. to work on pricing for sheeting at water valves at east tie-in at water main and will look at center to see if sheeting will work. KACC to issue an RFP.	Northland/KACC
	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.	
09/16/10	6.1	Nathan F. needs to submit pricing for KACC RFP No. 009. <b>(09/23/10 – Nathan F. sent an email this morning questioning if this has been completed through Signpro. Brett C. to respond).</b>	
	6.2	Northland will start digging the AA line first so Kelleher Construction can start AA line footings next week. <b>(09/23/10 – AA line work has been deleted until further notice).</b>	
	6.3	Nathan F. to submit shoring plan at tunnel, which needs to be a signed, engineered stamped drawing for approval. <b>(09/23/10 – Received and under review. Plan will need to be revised for storm drain. Craig at Northland will revise and sign).</b>	Northland
	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. <b>(09/09/10 – Some trucks have been driving the wrong way. This was addressed).</b> <b>(09/16/10 – Trucks need to stop at STOP signs).</b> <b>(09/23/10 – No issues).</b>	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. <b>(08/19/10 – No issues. LLB did private locate portion).</b> <b>(08/26/10 – Private locates needed for parking lot area for signage installation and APi work. Northland Constructors to call).</b> <b>(09/09/10 – No issues).</b>	Northland

Date of Origin	Item #	Description	Action By
	1.6	RFP No. 001 pricing to be submitted by Nathan F. (08/19/10 – Proposal submitted with additional breakdown requested. DAA, KACC & RS&H will review after today's meeting). (08/26/10 – "Blue signage" – Posts to be onsite tomorrow, 8/27/10, for installation Monday or Tuesday, 8/30/10 or 8/31/10. Signpro should have signage completed Tuesday or Wednesday, 8/31/10 or 9/01/10. Nathan F. to submit formal shop drawings for approval). (09/02/10 – Nathan F. to request Signpro submit all final renditions as shop drawing for approval). (09/09/10 – Need Northland's revised cover page to Signpro's revised/updated RFP No. 001 pricing). (09/16/10 – Brett C. requested Nathan F. assemble and submit Northland's final pricing and final shop drawings as one entire packet for RFP No. 001 and RFP No. 002). <b>(09/23/10 – Chris B. forwarded Northland's final pricing to John H. after today's meeting).</b>	Northland  Northland  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

09/23/10	7.3	Mike S. requested grades for Quazite box and light pole bases. Gary, Northland, will spot light pole location and elevations. 5' to center of light base.	
	7.4	Steve B. to let Mike S. know when footings have been grounded by grid lines 8 & 9.	
	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.	
09/16/10	6.5	Northland has APi working at far southwest corner on conduits and electrical for hatchet gate until additional work can be started. <b>(09/23/10 – Intermittent problem with two individual's cards not activating hatchet gate. Blaine PI. will discuss with Rick S.).</b>	
09/02/10	4.6	Steve B. to schedule a meeting with MN Power, RS&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. (09/09/10 – Minnesota Power, APi, RS&H and KACC to review after today's meeting. RS&H's electrical to coordinate with Minnesota Power). (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).	

Date of Origin	Item #	Description	Action By
		<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>	
08/26/10	3.7	<p>APi Electric's RFI E1 needs to be rewritten to include a proposed solution and plan detail. (09/02/10 – RFI still needs to be submitted by APi). (09/09/10 – RFI #005 submitted to RS&amp;H for review and response). (09/16/10 – This item refers to Work Scope 16.10, which has not yet officially been awarded).</p>	<p>APi Electric APi Electric</p>
08/12/10	1.13	<p>APi is currently removing access controls. Removed Amano equipment is to be placed in KACC's storage trailer including ticket spitters and arms from tunnel as noted by Lukas D. APi to replant stanchion into new location. Amano equipment is not to be altered, as DAA needs to resell the equipment. (08/19/10 – No change. Follow contract documents and original plan for equipment). (08/26/10 – RFP No. 007 pending. Need pricing ASAP). (09/02/10 – West side complete, East currently being worked on. Blaine P. requested APi verify the ticket dispensers are actually dispensing tickets as set up on a loop. Correct if needed). (09/09/10 – It was noted doors open without using access card because of safety loop. This is not an issue at this time but will be monitored). (09/16/10 – After discussion it was determined the ticket dispensers will no longer be needed. Eventually the loop will need to be removed so the only access to garage is by swiping access card. Currently not an issue, but will need to monitor).</p>	<p>Northland/APi</p>
	1.16	<p>Nathan F. noted after crossover is completed, APi can start the bulk of their below grade work. (09/09/10 – Nathan F., Tom D., and Mike S. to get together to keep APi busy). (09/16/10 – Ongoing).</p>	

**Concrete & Bituminous Sawing** – Concrete Sawing Services

09/02/10	4.9	<p>Steve B. and Ryan E. noted (3) cuts in tunnel still need to be completed, including the curb line cut (only cut to bituminous). (09/23/10 – Steve B. stated blended blacktop for a smooth transition on the east side and will do the same on the west side).</p>	<p>Northland/Concrete Sawing</p>
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Date of Origin	Item #	Description	Action By
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.                      (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).                      (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).                      (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>	KACC RS&H-Chicago/Cosentini

**Landscaping & Erosion Control** – Erosion Control Specialists, Inc.

09/23/10	7.6	Ryan E. noted ECS need to submit the tickets for last night's work, 9/22/10, as they were on site after hours. Also, the work is not complete.	ECS/Northland
	7.7	Steve B. noted with heavy rains coming, Northland has taken precautions onsite by adding inlet protection and berming up some roads.	
	7.8	Need certified payroll reports from Erosion Control Specialists for weeks of: 9/6/10 and 9/20/10.	
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/ESC
08/19/10	2.4	<p>Silt fence is installed along Haines Rd. beyond tie-in connection for water main work currently happening.                      (08/26/10 – Steve B. noted backfill needs to be a mowable finish as noted in contract documents. This area was left pretty rocky).                      (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).                      (09/16/10 – One more kill-off spray application remaining at meadow areas. Northland will need to finish this work within the week).                      (09/23/10 – No change as of yet).</p>	Northland/ESC Northland

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

09/23/10	7.9	Nathan F. will get submittals and PLA from new contractor.	Northland
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Date of Origin	Item #	Description	Action By
08/12/10	1.24	Nathan F. requested using sand not lean concrete. DOT calls for sand with option of lean concrete. Specification is opposite. The use of sand was approved after meeting per MNDOT specifications. (08/26/10 – RFI to be submitted by Northland Constructors, and they will need to hire another first-tier subcontractor as EJM does not perform lean concrete work. A PLA will be signed by new subcontractor). (09/09/10 – Nathan F. has a quote and ongoing). (09/16/10 – Nathan F. stated he may submit a Request for Change Order because after further review their credit may be more significant to offset Kelleher Construction’s add. Brett C. has closed this issue, but will review if RCO received by Friday, 9/17/10). (09/23/10 – Contractor will be on site next week, 9/30/10).	Northland

**Directional Boring** – Ground Effects Directional Drilling

09/16/10 6.7 Pushed back one week in schedule.  
 (09/23/10 – Tentatively on site next week).

**Concrete Flatwork** – Hovland, Inc.

**Fencing/Guardrail** – Keller Fence Company

09/23/10 7.10 John H. noted will need to meet with Keller Fence prior to any work regarding how to phase fence. Gaps cannot be left overnight.

7.11 Need certified payroll reports from Keller Fence for week of 9/6/10.

06/16/10 6.8 Blaine P. noted he watched a gentlemen walk thru construction site by entering a gap in the fence. A “construction area” sign needs to be installed.  
 (09/23/10 – Resolved).

09/09/10 5.3 The DAA requested possibly cheating in fence near the west pedestrian path. Needs to be reviewed by DAA, RS&H & KACC.  
 (09/16/10 – Brian R. requested something be placed over the gravel at east and west entrances, i.e. heavy carpet or rubber mat, to easy customer transition to Terminal. We do not want customers dragging luggage across gravel and rocks).  
 (09/23/10 – Addressed).

KACC

5.4 New orange fence on west side for short term to be minimum 6’, and will be removed by winter. KACC currently building ramps. Fence should be installed ASAP, today or tomorrow.  
 (09/23/10 – Addressed).

Date of Origin	Item #	Description	Action By
08/19/10	2.6	Keller Fence needs to send required submittals. (08/26/10 – Submittals still need to be submitted). (09/02/10 – Submittals are still needed). (09/09/10 – Nathan F. called Keller again this week to get submittals in. Steve B. noted this work could be going on now due to nice weather). Keller/Northland (09/16/10 – Nathan F. placed two calls this week. Still waiting for submittals). <b>(09/23/10 – Still waiting).</b>	Keller/Northland

**Gas Main** – Midwest Boring & Underground (Ulland Brothers)

09/09/10 5.5 Approximately three weeks out for start.  
(09/16/10 – Will be timed with west side work).  
**(09/23/10 – Will be on site approximately 9/28/10 or 9/29/10).**

**Traffic Signage and Markings, Paint & Sealcoat** – Sinnott Blacktop, Inc.

09/23/10 7.12 Brian R. noted no crosswalk is painted from stairs across existing Grinden Drive in front of the terminal at either east or west access. Need signage or cones to indicate a pedestrian crosswalk. Steve B. noted there is extra signage is available to utilize.

7.13 Need certified payroll reports from Sinnott Blacktop for week of 8/30/10.

09/16/10 6.9 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).**

Northland

**Tree Removal** – Rick's Tree Service

08/19/10 2.9 Clearing and grubbing work at pond remaining for contract work.

**CIPP Liner** – Veit

08/12/10 1.39 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&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).**

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**Concrete Waterproofing** – Waterproofing by Experts, Inc.

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| 09/23/10 | 7.14 | Nathan F. submitted an RCO regarding drain board waterproofing. KACC will process and submit to Thomas C. for review.  |   |
| 09/09/10 | 5.6  | Northland will be submitting an RFI regarding “drainage mat” over waterproofing.   |   |
| 09/02/10 | 4.12 | Nathan F. received submittals and will forward to KACC for processing.<br>(09/09/10 – Nathan F. stated he sent to KACC yesterday).<br>(09/16/10 – Submitted to RS&H-Chicago for review and approval on 9/10/10).<br><b>(09/23/10 – Per Thomas C. submittal is being returned to KACC today).</b>   |   |
| 08/12/10 | 1.40 | Signed PLA needs to be submitted.<br>(08/19/10 – Signed PLA required).<br>(08/26/10 – Need the signed PLA returned to KACC).<br>(09/02/10 – Nathan F. to check documentation received from Waterproofing by Experts if signed PLA was included. If not, will contact).<br>(09/16/10 – Still required).<br><b>(09/23/10 – PLA received after today’s construction meeting).</b> | Waterproofing by Experts/Northland<br><br>Northland |

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

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|----------|------|--|-----------------------|
| 09/23/10 | 7.15 | Currently working on west footings and foundation walls.   |                       |
|          | 7.16 | Kelleher will work from west to east along gridlines.  |                       |
| 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.<br><b>(09/23/10 – AA line work has been deleted until further notice).</b>   |                       |
| 08/19/10 | 2.12 | Need mix design submittal(s).<br>(09/02/10 – Mix designs were submitted to MBJ and RS&H-Chicago 8/31/10 for review).<br>(09/09/10 – Below grade only – still need remaining designs).<br><b>(09/23/10 – Brett C. noted we need Kelleher’s above grade submittals).</b> | Kelleher Construction |

Date of Origin	Item #	Description	Action By
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**Rebar Installation** – Woody's Rebar Co., Inc.

09/23/10	7.17	One shipment of rebar is on site with one shipment due Friday or Monday. Rebar is for all interior pads and piers.	
08/19/10	2.13	Brett C. to review rebar shops, then will forward to RS&H-Chicago for review. (08/26/10 – Chris B. sent (4) sets to MBJ and (1) to RS&H-Chicago on 8/20/10 for review). (09/02/10 – KACC to check on status of review). (09/09/10 – MBJ sent to RS&H-Chicago last week). (09/16/10 – KACC returned via overnight delivery to Kelleher Construction on 9/13/10). (09/23/10 – Complete).	RS&H-Chicago/KACC

**Work Scope 4.10 – Masonry** – Harbor City Masonry, Inc. – Roger Anderson-PM;

08/12/10	1.43	Received contract documents but missing insurance certificate and Request to Sublet form(s). Harbor City to submit ASAP. (08/19/10 – Request for Sublet Form(s) still needed from Harbor City). (09/02/10 – Harbor City needs to submit their Request to Sublet Form). (09/16/10 – Chris B. again requested on 9/15/10 from Roger A.). (09/23/10 – Chris B. spoke with Ryan B., and he is working on Request to Sublet and submittal items for Harbor City).	Harbor City Harbor City Harbor City Harbor City
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**Work Scope 5.10 – Structural/Miscellaneous Steel** – Dynamic Structural Steel, LLC – Jason Erickson-PM

09/16/10	6.11	Jason E. stated sequence 5 shops will be submitted in the next few days. (09/23/10 – (2) set of Phase 5 shop drawings submitted to Craig B., MBJ, on 9/21/10 for review. (1) set to RS&H-Chicago).	
	6.12	Clarification: Shops were numbered for shop drawings submittal sequence NOT construction sequence.	
09/09/10	5.8	Jason E. noted they need sequence 1 and 3 submittals returned before material can be ordered. (09/16/10 – Chris B. sent Craig B., MBJ, and email regarding status of Phase 1, 2, 3 and 4 shop drawings). (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).	

Date of Origin	Item #	Description	Action By
09/02/10	4.13	Phase 3 shops were submitted to KACC for processing, and we will forward (1) hard set to both MBJ and RS&H-Chicago for review and approval. (09/16/10 – Chris B. sent Craig B., MBJ, and email regarding status of Phase 1, 2, 3 and 4 shop drawings). <b>(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).</b>	
	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). <b>(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).</b>	RS&H-Chicago
08/26/10	3.12	Phase I shops submitted to KACC for processing. Patrick C. noted material cannot be ordered until approved/reviewed shops have been returned. (09/09/10 – Jason E. again noted these need to be returned before they can start). <b>(09/16/10 – Chris B. sent Craig B., MBJ, and email regarding status of Phase 1, 2, 3 and 4 shop drawings).</b>	

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

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.). (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).	NIE, Inc.

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

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

Date of Origin	Item #	Description	Action By
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Work Scope 7.11 – EPDM Roof – The Jamar Company – Dave Wells-PM

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

Work Scope 15. 10 – Mechanical (Below Grade) – A.W. Kuettel & Sons, Inc. – Jason Kuettel-PM  
Plumbing; Scott Patullo-PM HVAC

Work Scope 16. 10 – Electrical (Below Grade) – Api Electric – Jeff Tyllia-PM

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

- 09/23/10 7.18 Andy E. noted all granular has passed.
- 7.19 Bituminous test on Monday was good. No cores taken yet. Ryan E. to coordinate.
- 7.20 Soft soils encountered, 40x40 greater than 3' deep, approximately 200 CY at east side of permit parking. Soils excavated below subgrade, filled in three lifts and corrected.
- 7.21 All test reports up to last week are on the ftp. Site.
- 08/19/10 2.15 Andy E. stated select granular 200/230 sample came back low. Minimum is 7%, and tested at 7.9%. AET will resample. (08/26/10 – Andy E. noted the resample passed). **(09/23/10 – Original samples at pit came back a little high, but have all passed).**
- 08/12/10 1.52 Invoices to be submitted to KACC by the 25<sup>th</sup> of each month.

Building Scope Testing Agency – Braun Intertec – Joe Butler

- 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.
- 7.24 Concrete testing off the trucks are o.k. Break results will come in next week.
- 7.25 Steve B. clarified forms are not to be pulled on 3<sup>rd</sup> floor cast-in-place concrete until at 75% strength after 27 days of cure.

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

09/23/10	7.26	Steve B. to add "pedestrian crossing" signs to barricade on East walk path.	
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. <b>(09/23/10 – Kelleher will make a wash-out area once a little further into the project).</b>	
	6.16	During west shut down, move the big yellow directional sign to point towards west lot. <b>(09/23/10 – Posts were driven</b>	
08/26/10	3.16	Steve B. to open gates in the mornings.	
	3.17	Steve B. noted all Contractors must follow the one-way traffic around loop while on site. Watch speed. <b>(09/02/10 – Again, slow down speed on Grinden Drive loop). (09/16/10 – Trucks to stop for STOP signs).</b>	ALL
	3.18	Steve B. noted make sure all private and One Call locates have been done prior to any digging. <b>(09/09/10 – Steve B. noted came out today for a refresher).</b>	ALL
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.	
	2.18	Contractor parking is all along road behind KACC's trailers and down Haines Road to barrier. <b>(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).</b>	ALL
	2.19	Steve B. reminded contractors to keep roads clean. No tracking onto the Grinden Drive loop. <b>(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).</b>	ALL
	2.20	All contractors to put their garbage, debris, etc. into dumpsters. Need to keep airfield clean of flying debris. <b>(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).</b>	ALL  ALL

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	2.21	It was noted Prime, First- and Second-Tier Contractors must go with the normal flow of traffic along the Grinden Drive loop. Please do not drive the wrong way for the safety of customers and yourself.	ALL
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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.	
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	1.59	Foul language will not be tolerated on this project, and will result in the immediate removal from the project.	
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**Construction Manager - Kraus-Anderson Construction Company - Brett Cahoon-PM; Chris Barta-PA**

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
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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).	
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08/12/10	1.62	Weekly construction meetings will be held every Thursday, 9:00 a.m. in KACC jobsite trailer.	All
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	1.64	KACC to spot check certified payroll reports submitted by Prime Contractors and their first-tier subcontractors.	KACC
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	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**

09/23/10	7.27	It was noted an old edge drain was found for 1331, abandoned in place. Determined just ground water collecting. Same with manhole in parking lot, which was sandbagged. The manhole will be demo'd next new with new parking lot.	
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09/09/10	5.12	John H. stated RS&H will need a utility trench letter from Northland for work at wall area. Generally it is o.k. to stay 10' out from wall. An additional letter would also be needed for utility work at the wall itself. (09/16/10 – John H. reiterated to Nathan F. the north/south utility letter submitted is o.k., but Northland needs to stay as far away from wall as possible, at least 10 feet).	Northland
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Date of Origin	Item #	Description	Action By
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08/12/10	1.66	RFP No. 002 is in process of being released. (08/19/10 – Northland is reviewing, and will submit proposal hopefully by the end-of-the-day Friday, 8/20/10). <b>(09/23/10 – Chris B. sent John H. Northland final responses to RFI #001 and #002 after today’s construction meeting).</b>	RS&H
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**Architect - Reynolds, Smith and Hills, Inc.** - Brian O'Connor; Thomas Chambers; Mark Ip

09/23/10	7.28	Thomas C. noted there is one outstanding RFI regarding embeds on escalator pit. Will be addressed.	
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**Owner – Duluth Airport Authority** - Brian Grefe-Director of Operations; Blaine Peterson-Terminal/Facilities Manager

09/23/10	7.29	Remove Stop sign at airfield road.	
	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.	
06/16/10	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).	
	6.19	Discussion regarding static on phone line of Standard Parking booth during wet/rainy days. Problem is line from current booth location to old booth location. Possible break at tie-in. Speculation is the removal of the parking lot asphalt is making it easier for moisture to get in. Blaine P. to talk to Standard Parking on update. <b>(09/23/10 – Additional troubleshooting done and still needed. Blaine P. will keep all informed).</b>	
	6.20	Steve B. has been sending bi-weekly site photos to Alison J. per her request.	
09/09/10	5.14	Brian G. noted the DAA wants grant numbers included on Pay Applications, and the cover sheets be split out where funds are paid out of, i.e. 95/5 split out, 26/74, and 100%. <b>(09/23/10 – Resolved. Standard from this point forward).</b>	
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.	

Date of Origin	Item #	Description	Action By
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**Resident Project Representative "RPR" - Building Scope – SJA Architects – Bob Swanfeld**

09/23/10 7.31 Bob W. 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.

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

**Mechanical Engineer – Cosentini Associates, Inc. –**

**Electrical Engineer – Cosentini Associates, Inc. – Jennifer Kuether**

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

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.

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.

08/26/10 3.21 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&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).

**Minnesota Power – Tom Leines**

09/02/10 4.23 Steve B. to schedule a meeting with MN Power, RS&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).

Date of Origin	Item #	Description	Action By
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**Qwest** – Dave Larson

- |          |      |  |  |
|----------|------|--|--|
| 09/23/10 | 7.34 | 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.  |  |
| 09/09/10 | 5.15 | Qwest needs to review Quazite box shop and respond. RS&H has been calling with no response. Suggested contacting Dave Larson directly for assistance.<br>(09/16/10 – Dave L. was on site yesterday, but did not speak with Steve B. and briefly spoke with Ryan E.). |  |

**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. |  |
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**Safety and Clean-Up**

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|----------|------|--|--|
| 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.<br><b>(09/23/10 – Steve B. has three calls into the consultant, and will contact again).</b>                     |  |
| 08/12/10 | 1.73 | Keep roads clean.<br>(09/09/10 – Northland is doing a good job of keeping roads and walkways clean. Thank you.).   |  |

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

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|----------|------|---|--|
| 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.<br>(09/09/10 – Brian G., DAA, to return (3) fully executed copies of COR No. 1 to KACC for distribution).<br>(09/16/10 – Still need from Brian G.). |  |
|----------|------|---|--|

Date of Origin	Item #	Description	Action By
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	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
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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

09/23/10	7.35	Next Pay Application meeting will be Thursday, October 7, 2010, at 10:00 a.m.	
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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

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	5.17	Multivista MN has been hired to provide photo documentation of construction of the New Passenger Terminal project.	
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	5.18	Steve B. will contacting on weekly basis.	
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	5.19	Multivista will take a series of photographs of below grade work.	
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#### Pedestrian Walkway – VersaTube – Garrett Hammers

09/23/10	7.37	Material tentatively on site October 6 <sup>th</sup> Or 7 <sup>th</sup> .	
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### Schedule

Northland Constructors of Duluth Calendar Days start: Friday, August 13, 2010

Kelleher Construction, Inc.'s Working Days start: Tuesday, September 21, 2010

Harbor City Masonry, Inc.'s Working Days start:

Dynamic Structural Steel LLC's Working Days start:

Substantial Completion: October 1, 2011

Completion: October 15, 2011

09/23/10	7.38	See attached KACC 3-week look ahead schedule.	
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Date of Origin	Item #	Description	Action By
09/23/10	7.39	Northland Constructors': 87 Calendar Days: 46 calendar days remaining.	

**Phasing Status/Issues/Changes**

**Permits**

- 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.
- 7.41 Nathan F. needs to pull a separate permit for drain tile.

**Weather**

The next meeting will be held Thursday, September 30, 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 

Attachments: 3-Week Look Ahead Schedule



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

Contractor	Sun Sept 19	Mon Sept 20	Tue Sept 21	Wed Sept 22	Th Sept 23	Fri Sept 24	Sat Sept 25	Sun Sept 26	Mon Sept 27	Tue Sept 28	Wed Sept 29	Th Sept 30	Fri Oct 1	Sat Oct 2	Sun Oct 3	Mon Oct 4	Tue Oct 5	Wed Oct 6	Th Oct 7	Fri Oct 8	Sat Oct 9	
<b>Electrical</b>																						
APi Electric																						
- Site Electrical Work Lower Grinden Dr. (west)																						
- Site Light Bases and Piping East & West Parking																						
- Main																						
<b>Concrete &amp; Bituminous Sawing</b>																						
Concrete Sawing Services																						
- Saw Cut Asphalt & Concrete																						
<b>Landscaping &amp; Erosion Control</b>																						
Erosion Control Specialists, Inc.																						
- Seeding and Blanket As needed																						
<b>AJ's Landscaping</b>																						
20199 Landscaping																						
<b>Fill and Abandon Pipe</b>																						
TBD																						
<b>Directional Boring</b>																						
Ground Effects Directional Boring																						
<b>Concrete Flatwork</b>																						
Hovland, Inc.																						
- Curb and Gutter ( TBD)																						

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	Sun Sept 19	Mon Sept 20	Tue Sept 21	Wed Sept 22	Th Sept 23	Fri Sept 24	Sat Sept 25	Sun Sept 26	Mon Sept 27	Tue Sept 28	Wed Sept 29	Th Sept 30	Fri Oct 1	Sat Oct 2	Sun Oct 3	Mon Oct 4	Tue Oct 5	Wed Oct 6	Th Oct 7	Fri Oct 8	Sat Oct 9	
<b>Fencing/Guardrail</b> Keller Fence Company - Temp Construction Fencing - Permanent Fence (TBD) Waiting for submittals																						
<b>Gas Main</b> Midwest Boring & Underground Install gas main WK of 27th 2-days																						
<b>Traffic Markings, Paint, Sealcoat</b> Sinnott Blacktop, Inc. - West Temp Road Striping																						
<b>Tree Removal</b> Rick's Tree Service <b>Complete</b>																						
<b>CIPP Liner</b> Veit Specialty Contracting - Sanitary lining WK of 27th 1-day																						
<b>Concrete Waterproofing</b> Waterproofing by Experts, Inc. - Foundation Wall Water Proofing Starting @ West																						

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	Sun	
	Sept 19	Sept 20	Sept 21	Sept 22	Sept 23	Sept 24	Sept 25	Sept 26	Sept 27	Sept 28	Sept 29	Sept 30	Oct 1	Oct 2	Oct 3	Oct 4	Oct 5	Oct 6	Oct 7	Oct 8	Oct 9	Oct 9	
<b>WS 3.10 Structural Concrete</b> Kelleher Construction, Inc.																							
- Bldg. Footings and Column Pads																							
- Foundation Walls and Piers																							
- Canopy Footings and Piers ( TBD)																							
<b>Rebar Installation</b> Woody's Rebar Co., Inc.																							
- Install Rebar @ Canopy Footings & Piers (TBD)																							
- Install Rebar at Bldg. and Column Footings																							
- Tie Walls and Piers																							
<b>WS 4.10 Masonry</b> Harbor City Masonry, Inc.																							
<b>WS 5.10 Structural/Miscellaneous Steel</b> Dynamic Structural Steel LLC																							
<b>Steel Erector</b> Northern Industrial Erectors, Inc.																							
<b>K.A. Miscellaneous Walkways</b> NOTES:																							
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.																							