
Kraus-Anderson® Construction Company

MINUTES OF CONSTRUCTION MEETING NO. 8

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Date: September 30, 2010

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

Subject: Meeting No. 8
Thursday, September 30, 2010

Present:

Brian Grefe	DAA	Andy Edlund	AET
Blaine Peterson	DAA	Joe Butler	Braun Intertec
Brett Cahoon	KACC	Becky Moore	Qwest
Steve Bergerson	KACC	Dave Larson	Qwest
Chris Barta	KACC	Bob Swanfeld	SJA RPR
John Hippchen	RS&H	Nathan Fox	Northland Constructors
Ryan Erdmann	RS&H	Jeremy Nathe	Kelleher Construction
Tom Chambers	RS&H	Jason Erickson	Dynamic Structural Steel
Craig Bursch	MBJ		

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 Kahibaugh	Hertz		
Sharon Miller	Vanguard/ALAMO		
Tom Leines	Minnesota Power		
Dave Larson	Qwest		

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			
09/30/10	8.1	Fill issue lean concrete dispute discussion will take place after today's construction meeting.	
	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.	
	8.3	Water main will be shut down tonight, 9/30/10, from 12:00 a.m. to 5:00 a.m. Blaine P. noted make sure the Airport security is aware of when the water is shut down and when the water is back on. Steve B. noted Northland's foreman has been instructed to contact security.	Northland
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. (09/30/10 – Pricing submitted was verbally rejected, and are looking at other options).	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. (09/30/10 – Closed approximately 2 to 3 weeks).	
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).	
	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).	
	6.3	Nathan F. to submit shoring plan at tunnel, which needs to be a signed, engineered stamped drawing for approval. (09/23/10 – Received and under review. Plan will need to be revised for storm drain. Craig at Northland will revise and sign). (09/30/10 – Approved and completed).	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.	

Date of Origin	Item #	Description	Action By
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

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).	
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. (09/23/10 – Intermittent problem with two individuals cards not activating hatchet gate. Blaine P. will discuss with Rick S.).	
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). (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).	

Date of Origin	Item #	Description	Action By
		(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).	
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&H for review and response). (09/16/10 – This item refers to Work Scope 16.10, which has not yet officially been awarded). (09/30/10 – Work Scope 16.10 Contract has been awarded to APi. APi to resubmit RFI E1 if this is still an issue).</p>	<p>APi Electric APi Electric</p> <p>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>	Northland/APi
	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). Northland/Concrete Sawing (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>	
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</p>	

Date of Origin	Item #	Description	Action By
		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&H-Chicago is working with Cosentini what affects the boiler requirements will have on the building. Should have information mid-next week). (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).	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. (09/30/10 – Ryan E. noted the tickets have <u>not</u> been submitted. Are required prior to pay application meeting, 10/7/10).	ECS/Northland 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	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). (09/30/10 – Northland removed rocks and rolled. Blaine P. to walk site after meeting).	Northland/ESC Northland

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Fill & Abandon Pipe – Cellular Concrete, Inc.

09/30/10	8.4	Work is complete. Have cylinders from AET.	
09/23/10	7.9	Nathan F. will get submittals and PLA from new contractor. (09/30/10 – PLA was received. How about submittals?)	Northland
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). (09/30/10 – On site end-of-today, and will drill tomorrow, 10/1/10).	
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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.	
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). (09/23/10 – Still waiting). (09/30/10 – KACC received and will return to Nathan F.)	Keller/Northland

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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). (09/30/10 – Work should be complete except for tie-in at north end. South end is completed. It was noted Sheet M110 was missing from Conformance Plan sets. RS&H-Duluth to issue).	RS&H-Duluth
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Traffic Signage and Markings, Paint & Sealcoat – Sinnott Blacktop, Inc.

09/30/10	8.5	Install "pedestrian crossing" or similar signage at lower access road at haul routes. Nathan F. to schedule. Paid as unit price.	
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). (09/30/10 – Short term is complete. Blaine P. to walk site and check).	Northland

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	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). (09/30/10 – Moved to week of 10/4/10).	
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Concrete Waterproofing – Waterproofing by Experts, Inc.

09/09/10 5.6 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/manufacturer’s data he received from Waterproofing by Experts).

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).

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.

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). (09/30/10 – Received and forwarded to Brian G., DAA).	Harbor City Harbor City Harbor City Harbor City
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Fluid Applied Membrane Air Barriers – EBS, Inc. – David Williams

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

09/30/10	8.7	Phase 6 miscellaneous metals and stairs shops have been submitted for review.	
	8.8	Jason E. submitted steel paint colors to Tom C., RS&H-Chicago, at the Monday, 9/20/10, meeting.	
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).	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.	
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

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.	
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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

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.

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

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.

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.

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

09/23/10 7.18 Andy E. noted all granular has passed.
(09/30/10 – Ongoing and passed).

7.19 Bituminous test on Monday was good. No cores taken yet. Ryan E. to coordinate.
(09/30/10 – Ongoing and passed).

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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.
(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.)

08/12/10 1.52 Invoices to be submitted to KACC by the 25th of each month.

Building Scope Testing Agency – Braun Intertec – Joe Butler

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.

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.
(09/30/10 – Joe B. noted we are having issues with native soils. Further discussion after today's meeting).

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 3rd floor cast-in-place concrete until at 75% strength after 27 days of cure.
(09/30/10 – Joe B. noted that MJB is specifically concerned at cantilever roof areas only).

Project Onsite Superintendent Issues – Steve Bergerson, KACC Supt.

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.
(09/23/10 – Kelleher will make a wash-out area once a little further into the project).

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08/26/10	3.17	Steve B. noted all Contractors must follow the one-way traffic around loop while on site. Watch speed. (09/02/10 – Again, slow down speed on Grinden Drive loop). (09/16/10 – Trucks to stop for STOP signs).	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. (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)).	ALL
	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).	ALL
	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).	ALL
	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
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.	
	1.59	Foul language will not be tolerated on this project, and will result in the immediate removal from the project.	

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

09/30/10 8.18 KACC to schedule a Pre-Construction Meeting, PLA Meeting and QMS meetings for remainder of Contracts awarded.

Date of Origin	Item #	Description	Action By
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).	
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.	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

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.	
	8.20	Ryan E. noted the City needs to be on site for bacteria testing prior to any pressure tests.	
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.	

Architect - Reynolds, Smith and Hills, Inc. - Brian O'Connor; Thomas Chambers; Mark Ip

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.	
09/23/10	7.28	Thomas C. noted there is one outstanding RFI regarding embeds on escalator pit. Will be addressed.	

Owner – Duluth Airport Authority - Brian Grefe-Director of Operations; Blaine Peterson-Terminal/Facilities Manager

09/30/10	8.22	Blaine P. requested the east side construction gate be removed. Currently lying on the ground.	
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Date of Origin	Item #	Description	Action By
09/23/10	7.29	Remove Stop sign at airfield road. (09/30/10 – It was decided to leave the Stop sign to aid in slowing down traffic).	
	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).	
	6.19	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. (09/23/10 – Additional troubleshooting done and still needed. Blaine P. will keep all informed).	
	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%. (09/23/10 – Resolved. Standard from this point forward).	
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

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.).	

Date of Origin	Item #	Description	Action By
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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.
(09/30/10 – Dale A., AJ's, verbally confirmed with Mindy A. that the sough island lawn areas should only be tailings. The area is defined as between the curb and aluminum edging).
- 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).
- 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).
(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).

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

- 09/30/10 8.24 Dave L. suggested an additional redundant line at Airport, so if lose the main line the Airport does not lose everything. A possible RFP to be issued as costs would come from a separate contractor.
- 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.
(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).

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.

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).
- 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.).

Date of Origin	Item #	Description	Action By
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Change Orders/RFI's/PCO's

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).	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
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

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

Photo Documentation – Multivista MN – Rick Noble

09/30/10	8.26	Multivista was on site this week taking the first set of photos. Photos were of utility work.	
	8.27	Multivista will be on site once a week for the next five weeks.	
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.	
09/09/10	5.17	Multivista MN has been hired to provide photo documentation of construction of the New Passenger Terminal project.	

Date of Origin	Item #	Description	Action By
	5.18	Steve B. will contacting on weekly basis.	
	5.19	Multivista will take a series of photographs of below grade work.	

Pedestrian Walkways – VersaTube – Garrett Hammers

09/23/10 7.37 Material tentatively on site October 6th Or 7th.

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:

Minuti-Ogle, Inc.'s Working Days start:

The Jamar Company's Working Days start:

Harmon, Inc.'s Working Days start:

A.W. Kuettel & Sons, Inc. Working Days start: October 1, 2010

API Electric's Working Days start: October 1, 2010

Substantial Completion: October 1, 2011

Completion: October 15, 2011

09/30/10 8.28 See attached KACC 3-week look ahead schedule.

09/30/10 8.29 Northland Constructors': 87 Calendar Days: 39 calendar days remaining.

Phasing Status/Issues/Changes

Permits

09/30/10 8.30 KACC submitted permit application for pedestrian walkway enclosure to the City for review and issuance.

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.

Weather

09/30/10 8.31 Hoping good weather will hold.

Date of Origin	Item #	Description	Action By
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The next meeting will be held Thursday, October 7, 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

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	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	Sun Oct 10	Mon Oct 11	Tue Oct 12	Wed Oct 13	Th Oct 14	Fri Oct 15	Sat Oct 16	
Fencing/Guardrail Keller Fence Company - Temp Construction Fencing - Permanent Fence (TBD) Waiting for submittals																						
Gas Main Midwest Boring & Underground Install gas main WK of 27th 2-days																						
Traffic Markings, Paint, Sealcoat Sinnott Blacktop, Inc. - West Temp Road Striping - Back out Handicap Spaces @ Exist. Lot																						
Tree Removal Rick's Tree Service Complete																						
CIPP Liner Veit Specialty Contracting - Sanitary Lining WK of Oct. 4th 1-day																						
Concrete Waterproofing 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
	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 10
WS 3.10 Structural Concrete Kelleher Construction, Inc.															
- Bldg. Footings and Column Pads															
- Foundation Walls and Piers															
- Canopy Footings and Piers (TBD)															
Rebar Installation Woody's Rebar Co., Inc.															
- Install Rebar @ Canopy Footings & Piers (TBD)															
- Install Rebar at Bldg. and Column Footings															
- Tie Walls and Piers															
WS 4.10 Masonry Harbor City Masonry, Inc.															
WS 5.10 Structural/Miscellaneous Steel Dynamic Structural Steel LLC															
Steel Erector Northern Industrial Erectors, Inc.															
WS 5.11 Metal Framing Minuti-Ogle, Inc.															
WS 7.10 Metal Panels The Jamar Company															
WS 7.11 EPDM Roof The Jamar Company															

KACC Project #20225 New Passenger Terminal Bid Package I

Contractor	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	Sun Oct 10	Mon Oct 11	Tue Oct 12	Wed Oct 13	Th Oct 14	Fri Oct 15	Sat Oct 16	
WS 8.10 Curtain Wall Harron, Inc.																						
15.10 Mechanical (Below Grade) - Storm at canopy areas																						
16.10 Electrical (Below Grade) API Electric																						
K.A. Miscellaneous Walkways - Build Temp Ped Enclosure																						
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. 3. Water Main Shut Down Sept 30th 12: am- 5:00am																						