



Meeting Minutes

**City Center Parking Ramp**  
 500 Block  
 South Front Street  
 Mankato, MN 56002

**Project # 2188**  
 Tel: Fax:

**Construction Meeting Meeting 10** **2/12/2014**

Location	Start	End	Purpose	Prepared By	Company
Knutson Job site Meeting	09:00 AM	10:00 AM	Job site coordination and review of open issues and schedule	Michael Johnson	Knutson Construction
Next Meeting	Next Time	Next Location	General Notes		
2/19/2014	09:00 AM	Knutson Job site Meeting			

Attended By	Non-Attendees
Braun Intertec - Becky McCarty	CharTel, Inc. - Brian Oviatt
Met-Con Construction, Inc. - Bob Ozmun	Master Electric Co., Inc. - Chuck Born
Knutson Construction - Derek O'Connor	I&S Group, Inc. - Chuck Brandel
Met-Con Construction, Inc. - Jim Roush	Walker Parking Consultants - Darwin Muzzy
I&S Group, Inc. - Justin Steffi	Cemstone Products Company - Denver O' Brien
Tailwind Group - Kyle Smith	BCM Grading- Excavating - Jeff Coon
Knutson Construction - Chris Holtz	City of Mankato - Jeff Johnson
Knutson Construction - Michael Johnson	Kunkel Electric, Inc. - Jeff Kunkel
Tailwind Group - Michael Sather	Alliance Contracting, Inc. - Jeremy Brown
Enventis HTCO - Mike Holmin	Tailwind Group - Kelly Mayo
BCM Grading- Excavating - Scott Parker	City of Mankato - Michael McCarty
Schwicker Company - Scott St. Pierre	Kunkel Electric, Inc. - Mike Kunkel
City of Mankato - Tom Fournier	City of Mankato - Paul Vogel
	Gage Brothers Concrete Products Incorporated - Rob Walrath
	Walker Parking Consultants - Scott Froemming
	Xcel Energy - Tim Carriereau
	Gresser - Tyler Dreyer

Item	Meeting Item Description	Resp	Due Date
<b>General Business</b>			

**Old Business**

**001-001** General Safety items were discussed:

- Hard hats & vests are required on site at all times
- Flag men are required for all deliveries
- visitors need to check into the job site trailer before entering the site

12/11/13: Knutson now has safety vests and hard hats in the job site trailer.

1/22/14: Knutson would like everyone to watch out for ice when walking around the job site.

**Meeting Minutes**  
Grouped by Topic

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	2/12/14: When unloading material / equipment, please be mindful of pedestrians. -Also, monitor parking & make sure construction personal are not parking in Pub 500's lot.		
001-003	Parking: - There is no parking on site for contractors and contractor employees can not park in the down town parking ramp.		
	1/22/14: The City informed everyone that the parking lot across the road is off limits to construction personal. -It will be two hour parking.		
002-003	Met-Con states that they are planning to start driving pile on Monday the 23rd. -The city would like to do a pre-existing condition survey of the storm sewer before pile is driven.  See meeting minutes #9 for past discussions		
	2/5/14: LH Bolduc has completed pile driving. -LH Bolduc will start soil retention on Met-Con project later this week. -BCM estimates that it will take LH Bolduc three to four day before they move over and start retention on Pub 500's foundation wall.		
	2/12/14: Met-Con states that LH Bolduc will start on the retention system today. -Bolduc will start on the ramps retention system after they are done with Met-Con's work.		
002-005	See Minutes #9 for past discussion.		
	2/5 - Demo is going good & should be complete in 2 weeks. -We need to review the back corner of Paglizi be fore we can complete demo in this area. -The footing is exposed by Pub 500.		
	2/12/14: BCM now has all the demolition complete expect the buildings S.O.G. -BCM would like to wait to take the slabs out for frost reasons. -Knutson discussed saw cutting the slab that runs along Pagliai's wall to minimize vibration during slab removal. -Knutson has a proposal for Pub 500's North East Wall and would like to review it with Justin after the project meeting. -We will hold off a week on the slab removal		
002-009	Knutson discussed different options with Paglias about adding temporary insulation to the demising wall. -Jim is working on different options for adding a "face lift" to his building.  See Meeting minutes #9 for past discussions		
	Post Meeting Note: I&S will come up with a design to temporally seal off the wall and provide structural support.		
	1/29/14: Knutson has priced up a steal stud/insulation/plywood system for Pagliai's North Wall, and will discuss with the city after the project meeting.		
	2/5/14: Knutson, The City, and Justin will have a meeting with Jim after the project meeting.		
	POST Meeting Note: Jim agrees to the steel stud / insulation / Plywood Tyvek design that I&S presented. -Knutson will proceed accordingly.		
	2/12/14: Knutson will start steel stud framing next week. -Knutson would like to review the planter area with Justin after the project meeting. -Knutson proposes eliminating the planters and bringing the wall all the way down the steps to the sidewalk at alley level. -Knutson will get pricing on brick installation		

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003-008	<p>Knutson needs some information on the soils below pub 500 to determine how to hold the soil in place. -Braun &amp; I &amp; S are working on this.</p> <p>See Meeting minutes #9 for past discussions</p> <p>2/5/14: Now the at the East side of Pub 500's footing, Knutson will contact LH Bolduc to see if they have any ideas. -Justin states that the soil point loads will be to extreme to put a grade beam across. -Knutson will also follow up with Atlas for different options . -BCM needs to get material piled next to pub 500 foundation wall.</p> <p>2/12/14: Knutson will review Atlas's proposal after the project meeting.</p>		
005-001	<p>Scott from BCM has been monitoring the building cracks on Pagliai's, Scott has noted several areas were the cracks are opening up.</p> <p>1/15/14: Becky has crack monitors, Knutson will install these monitors on Paglias.</p> <p>1/22/14: Braun has installed crack monitor on the West side of Pagliai's.</p> <p>1/29/14: Due to the cold weather not much activity has taken place.</p> <p>2/5/14: No major cracks have been spotted.</p> <p>2/12/14: Braun has not had a chance to check on the crack monitors yet.</p>		
006-006	<p>Kelly Mayo with tailwind inquires about capping off water mains . -Kelly states that he is being billed and the only way not to be billed is to have the mains capped off. -Tom with the City will follow up on this.</p> <p>1/24/14: The City has followed the necessary paperwork to stop the charges. -Tom states that it needs to follow a few channels , then the issue will be resolved.</p> <p>2/12/14: Paul informs Tailwind that the reason it's taking so long is because its considered a policy change.</p>		
007-002	<p>Eventis has a buried cable that runs from Miller Motors - Pub 500 that will need to be exposed and protected. -Eventis will need a two day notice before the building is scheduled to come down, so they can move their cable.</p> <p>1/29/14: Eventis will run a new communication cable through Pub 500 foundation wall. -We will have a difficult time trying to expose &amp; save the conduit with the frozen ground so a new cable will be installed.</p> <p>2/5/14: If the weather cooperates Eventis will be onsite tomorrow to start the work. -Knutson suggests that it could be easier to drill a new hole in lieu of trying to expose and protect the pipe. -We need to look at the cost of the new cable &amp; who is responsible for it.</p> <p>2/12/14: Eventis states that the back box to Pub 500 is Temped in. -Eventis states the estimate is going to be the final bill amount owed.</p>		
009-001	<p>Knutson will sit down and figure out footing start dates and send out and update to everyone.</p>		
009-002	<p>Becky will perform soil boring once the S.O.G is out.</p> <p>2/12/14: BCM will hammer out holes around the drains so Becky can perform soil testing. -Becky also states that Braun will need to some geo tech for the ramps spread footings. -This will take place once all the debris is removed.</p>		

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	-Braun will be brings a drill rig in next week & will need access.		
009-003	Justin will follow up with Brent in regards to Pagliai's west wall.  2/12/14: I&S and Knutson will discuss options after the project meeting.  Post Meeting Note: Knutson will install temporary shoring for the beam on Pagliai's building. -I&S will issue an SI for a permanent CMU fix.		
009-004	Knutson would like to remind everyone that all fencing / gates are to be secured.		
009-005	Foundations for the 7 story building will start next week.		
009-006	Knutson is going to get pricing to MetCon to pour the pile caps & grade beam monolithic along the shared foundation.  2/12/14: Knutson will send over a price next week to Met-Con.		

**New Business**

- 010-001 Knutson would like I&S to check on the status of the rebar & precast drawings that have been submitted.
- 010-002 BCM was wondering if the debris that this stacked against Pub 500's wall should be removed for Atlas?  
-Knutson will send over pictures to Atlas.
- 010-003 Schwickerts is wondering when they should have a plumber onsite?  
-Knutson states it will probably be 5-6 weeks before plumbing work takes place.  
  
-Item closed
- 010-004 Justin would like to know if anyone has been in contact with Pub 500?  
-Chris states that he talked to the owner a couple of weeks ago and he was satisfied with how everything was going.  
  
-Item closed
- 010-005 I&S states that the developer for the 4th St. building has informed him of a change of tenants.  
-I&S states that this could affect the size of the electrical room .

Cc:	Company Name	Contact Name	Copies	Notes
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These minutes represent our understanding of the discussions that took place during the meeting. If your understanding of these items differs from ours, or if you have additions or corrections to any of the listed items, please submit these to Derek O'Connor within three calendar days of the meeting date.