



Meeting Minutes

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

**Project # 2188**  
 Tel: Fax:

**Construction Meeting Meeting 11** **2/19/2014**

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		
2/26/2014	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
Cemstone Products Company - Denver O' Brien	I&S Group, Inc. - Chuck Brandel
BCM Grading- Excavating - Jeff Coon	Walker Parking Consultants - Darwin Muzzy
City of Mankato - Jeff Johnson	Knutson Construction - Derek O'Connor
Alliance Contracting, Inc. - Jeremy Brown	Kunkel Electric, Inc. - Jeff Kunkel
I&S Group, Inc. - Justin Steffl	Met-Con Construction, Inc. - Jim Roush
Tailwind Group - Kelly Mayo	Tailwind Group - Kyle Smith
Knutson Construction - Chris Holtz	Tailwind Group - Michael Sather
Knutson Construction - Michael Johnson	Kunkel Electric, Inc. - Mike Kunkel
City of Mankato - Michael McCarty	City of Mankato - Paul Vogel
Enventis HTCO - Mike Holmin	Gage Brothers Concrete Products Incorporated - Rob Walrath
	Walker Parking Consultants - Scott Froemming
	BCM Grading- Excavating - Scott Parker
	Schwicker Company - Scott St. Pierre
	Xcel Energy - Tim Carriereau
	City of Mankato - Tom Fournier
	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.		
	2/19/14: LH Bolduc will start on the parking ramp retention system tomorrow.		
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		
	2/19/14: I&S has issued SI#3 which deals with grouting the bearing plates on the NE corner of Pagliai's wall, and adding a CMU pier to support the NW corner of Pagliais'. Knutson will seek pricing and proceed accordingly.		
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.		

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	<p>2/12/14: Knutson will start steel stud framing next week.</p> <ul style="list-style-type: none"> <li>-Knutson would like to review the planter area with Justin after the project meeting.</li> <li>-Knutson proposes eliminating the planters and bringing the wall all the way down the steps to the sidewalk at alley level.</li> <li>-Knutson will get pricing on brick installation</li> </ul> <p>2/19/14: Knutson will start steel stud framing tomorrow.</p> <ul style="list-style-type: none"> <li>-Justin informs Knutson that they are working on facade / ADA restroom options with Pagliai's.</li> </ul>		
<b>003-008</b>	<p>Knutson needs some information on the soils below pub 500 to determine how to hold the soil in place.</p> <ul style="list-style-type: none"> <li>-Braun &amp; I &amp; S are working on this.</li> </ul> <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.</p> <ul style="list-style-type: none"> <li>-Justin states that the soil point loads will be to extreme to put a grade beam across.</li> <li>-Knutson will also follow up with Atlas for different options .</li> <li>-BCM needs to get material piled next to pub 500 foundation wall.</li> </ul> <p>2/12/14: Knutson will review Atlas's proposal after the project meeting.</p> <p>2/19/14: Knutson had Atlas's Superintendent onsite Monday to perform a site investigation.</p> <ul style="list-style-type: none"> <li>-Atlas thinks that the soil nail &amp; steel plate option might not work due to the sandy fill.</li> <li>-Atlas has proposed using steel mesh with Shockcrete.</li> <li>-Chris will send Atlas pictures once the NE corner of Pub 500's foundation is exposed.</li> </ul>		
<b>005-001</b>	<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> <p>2/19/14: Becky glanced at the monitors and did not notice a change.</p> <ul style="list-style-type: none"> <li>-Chris would like to see the monitors left in place until the S.O.G is 100% removed.</li> </ul>		
<b>006-006</b>	<p>Kelly Mayo with tailwind inquires about capping off water mains .</p> <ul style="list-style-type: none"> <li>-Kelly states that he is being billed and the only way not to be billed is to have the mains capped off.</li> <li>-Tom with the City will follow up on this.</li> </ul> <p>1/24/14: The City has followed the necessary paperwork to stop the charges.</p> <ul style="list-style-type: none"> <li>-Tom states that it needs to follow a few channels , then the issue will be resolved.</li> </ul> <p>2/12/14: Paul informs Tailwind that the reason it's taking so long is because its considered a policy change.</p> <p>2/19/14: Kelly Mayo confirmed that he has not received anymore water bills. ITEM CLOSED</p>		
<b>007-002</b>	<p>Eventis has a buried cable that runs from Miller Motors - Pub 500 that will need to be exposed and protected.</p> <ul style="list-style-type: none"> <li>-Eventis will need a two day notice before the building is scheduled to come down, so they can move their cable.</li> </ul>		

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	<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> <p>2/19/14: Mike from Eventis states that the estimate is not the final billing amount, a final bill will be submitted accordingly.</p>		
009-001	Knutson will sit down and figure out footing start dates and send out and update to everyone.		
009-002	Becky will perform soil boring once the S.O.G is out.		
	<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. -Braun will be brings a drill rig in next week &amp; will need access.</p> <p>2/19/14: Becky states the spread footings are good for 5000 PSI. -Braun will send out a confirming email. -Becky states that environmental samples will be taken on Tuesday of next week .</p>		
009-003	Justin will follow up with Brent in regards to Pagliai's west wall.		
	<p>2/12/14: I&amp;S and Knutson will discuss options after the project meeting.</p> <p>Post Meeting Note: Knutson will install temporary shoring for the beam on Pagliai's building. -I&amp;S will issue an SI for a permanent CMU fix.</p> <p>2/19/14: I&amp;S has submitted ASI#3. ITEM CLOSED</p>		
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.		
	<p>2/19/14: Met-Con is currently working on forming the basement area of the office building.</p>		
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.		
010-001	Knutson would like I&S to check on the status of the rebar & precast drawings that have been submitted.		
	<p>2/19/14: I&amp;S has returned the precast and footing shops. -The precast contractor will revise and resubmit. -Justin will follow up on the status of the rebar column shop drawings.</p>		
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.		

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	2/19/14: The debris has been removed and replaced with sand. -BCM will work with Atlas once they are onsite to remove the sand .		
010-005	I&S states that the developer for the Front 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.