



Meeting Minutes

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

Project # 2188
 Tel: 507-259-8374
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Construction Meeting Meeting 22 **5/14/2014**

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		
5/21/2014	09:00 AM	Knutson Job site Meeting			

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

Item	Meeting Item Description	Resp	Due Date
General Business			
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.		
	See meeting minutes #18 for past discussions		
	4/16/14: Knutson would like everyone to be mindful of pedestrians around the jobsite.		
	-Knutson would also like to remind everyone that safety glasses are required on		

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	<p>the Jobsite. -Tom with the City would like to see warning signs placed for pedestrians .</p> <p>4/23/14: The slope on Front St. front is covered with plastic.</p> <p>4/30/14: Chris confirmed that the slope is holding up well.</p>		
001-003	<p>Parking: - There is no parking on site for contractors and contractor employees can not park in the down town parking ramp.</p> <p>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.</p> <p>4/9/14: Now that more subcontractors are onsite; parking will need to be enforced.</p> <p>5/7/14: Knutson would like to remind all subcontractors & project personal that that Parking in Pub 500's lot is not allowed.</p>		
002-005	<p>See Minutes #17 for past discussion.</p> <p>4/2/14: I&S is hoping to have an answer back on the finishes by next Thursday . -Knutson states that the wall finish will not need to be completed until June / July.</p> <p>4/16/14: I&S is currently working on construction documents for Pagliai's. -Should have finish selection in May.</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>See Meeting Minutes #15 for past discussions</p> <p>3/12/14: Braun will leave the monitors up for the duration of the project.</p>		
013-002	<p>Chris would like any sub to call when they plan to bring material to the job site.</p>		
013-006	<p>Justin was wondering about the status of the architectural precast on the West Side. -Knutson informs Justin that the submittal will be submitted separate of the structural precast.</p> <p>4/2/14: Justin states that the West Architectural precast design might change if the City decides to go up a level. -Knutson will be getting the embeds and shop drawings for them.</p> <p>4/16/14: Knutson had Gage revise architectural pre-cast shop drawings. -Knutson had Gage terminate the bottom of the arch precast to finished grade elevation -Knutson will pour a pier to support the bottom of the precast.</p> <p>4/23/14: Knutson will have Gage hold off on the architectural precast until a decision is made on the ramp expansion. -Knutson will install embeds for the precast.</p> <p>5/7/14: Justin has renderings of the proposed West elevation facade options for the possible ramp expansion. -Knutson will seek pricing on the different options .</p>		
014-001	<p>Tom states that vehicles from the project are tracking an excess amount of dirt on the road. -Chris states that a street sweeper is being delivered to the project once the transmission is fixed.</p> <p>3/26/14: The street sweeper has been delivered to the site and the City states everything looks good.</p>		

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	4/9/14: The City informs Knutson that the standard for street sweeping is that it needs to be complete at a minimum it needs to be complete before the end of business each day.		
	4/23/14: Knutson states that street sweeping is taking place multiple times per day.		
016-001	<p>Knutson states that the light poles for the South East parking lot need to be installed.</p> <p>-Tom will follow up with Michael to see where they are .</p> <p>-Kunkel Electric will install these.</p> <p>4/9/14: The City states that the new light poles are sitting at public works.</p> <p>-Kunkel is waiting for the fixtures.</p> <p>-Knutson will have Kunkel contact public works to confirm the correct poles are there.</p> <p>4/16/14: The City states that not all the pieces and parts for the light poles are at Public Works.</p> <p>- Apparently only part of the light pole shipment was delivered but the complete shipment was signed for.</p> <p>- The City is working on tracking down the rest of the shipment.</p> <p>- Once the balance of the shipment is found, Kunkel will install the light poles.</p> <p>4/23/14: A couple of light pole bases bolts were sheared off, Knutson will follow up with Kunkel to let them know.</p> <p>5/7/14: The City informs Knutson that the light pole heads are missing for the East Side.</p> <p>-The City is not sure when they will arrive, they will update Knutson as soon as they know.</p>		
017-005	<p>The city is wondering when the old utilities will be removed from Front St?</p> <p>-The City states that when this work takes place, that bituminous patching can be left out and a gravel patch will be sufficient .</p> <p>-Knutson also states that we might have some sidewalk work to pull out of our contract, since the city is replacing everything.</p> <p>4/16/14: BCM will work with Eventis when Front St is open.</p> <p>-The City will send Eventis plans for the Front St Project.</p> <p>-Chris will follow up with Jeff K to determine what needs to be exposed .</p> <p>4/23/14: During the excavation the old water mains were capped off .</p> <p>-The irrigation lines have been stubbed up.</p> <p>4/30/14: During backfill the old utilities will be removed from the multi use building.</p>		
017-007	<p>Knutson will pull together deducts for patching front street - sidewalk, curb, and street.</p>		
018-001	<p>Knutson is wondering on what needs to be done to fix Norm's building.</p> <p>-In regards to the parking lot; the City thinks if a ring was removed from from both castings this would help drainage.</p> <p>-The parking lot also needs another final lift of pavement before its complete.</p> <p>4/23/14: Knutson will close the parking lot on a Monday and start paving on Wednesday.</p> <p>-If there is anyone in the parking lot overnight, Knutson will contact Rent MSU.</p> <p>-Kyle states that his building tenants have been parking in the lot overnight.</p> <p>-Knutson will notify the City in advance so signs can be placed for the parking lot closure.</p> <p>Post Meeting Note: Paul states that Norm's wall that was affected by construction will need to be tuck pointed.</p> <p>4/30/14: Rehnelt is waiting for the asphalt plants to open.</p> <p>-Knutson will have Gresser tuck point Norm's building when they are onsite.</p>		

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	-This work will be on a T&M Ticket.		
	5/7/14: The City would like Knutson to seek a pricing credit for the removal of paving on the South Parking lot. -The City would like to cover this work when they pave Front St.		
	5/14/14: Rehnelt has given Knutson a verbal credit of \$ 11,500 deduct for the south parking lot pavement.		
	Post meeting note: The paving will remain in Knutson's contract.		
019-001	Knutson will set up an FTP site so project team members can review Braun's test results.		
	5/12/14: Braun has an FTP site set for all the test results. Knutson will invite project team members that need access to these results.		
019-003	Tailwind would like to get a new driveway approach to Savory & Pagliai's . -Knutson and I&S will review. -Eventis would like to place a handhole where the current set of stairs set. -Tailwind directs Eventis to place the handhole where the concrete pad is .		
	4/30/14: Justin met with I&S Civil engineers, and this will be addressed in a future St.		
	5/14/14: I&S has brought a proposed drawing to the project meeting. Tailwind, I&S, and Knutson will review after the project meeting.		
	Post Meeting Note: Tailwind has approved the proposed design, Knutson estimates that the change in curb cost to be around \$2,000, Tailwind is fine with this cost. -Knutson will include this cost in a change order along with the electrical upgrades for the multi-use building.		
019-004	Justin inquires about the status of the structural precast for the multi-use building. -Knutson states that because of the soil corrections / weather the precast delivery will be around the end of May. -Michael states that the Front St. St project will start the week of the 26th. -Knutson will only have a crane on Front St. St for a couple days.		
	5/7/14: Now that we are complete with the helical anchor install, Knutson will send over the final pricing to I&S / The City so a formal change order can be issued.		
	5/14/14: Knutson has structural precast install scheduled for June 9th. -Knutson will follow up with Michael to determine Front Streets project schedule. -Knutson estimates that it will take three days to set the first level of precast. -After the first level is set, Landwehr will come back in three to 4 weeks to set the second level.		
019-005	Knutson will be meeting with the City after the meeting to discuss the possible ramp expansion.		
	5/14/14: Knutson is seeking pricing for the different facade options that I&S issued.		
021-001	Justin informs everyone that based on Tailwinds plans to add extra tenants the electrical switchgear upgrades will be around \$2,000 -\$3,000.		
	5/14/14: Knutson will send pricing to I&S so a formal change order can be issued.		
021-002	Tom noticed that the City the Sanitary Sewer has a small leak . -Tom is concerned about the repair, and make sure all final inspections / paperwork is complete.		
	5/14/14: BCM currently has copper pipes through the manhole, to help relieve the pressure. -Once the pressure is removed, BCM will cement the manhole. -Tom would like to hold off on the repair until the river level goes down .		

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New Business

- 022-001** Knutson will submit an RFI for the wall thickness along Gridlines H-7 to H-11.

- 022-002** Eventis is not going to put a handhole by rent MSU's stairs.
 - Instead conduits will be placed.
 - Eventis will coordinate with Kunkel for this work.
 - Knutson states that it will be 3 to 4 weeks before conduits will be extended through the alley way.

- 022-003** Bob states that since the Warren St is going to be opening up , he will need the alley way to unload his steel.
 - Knutson will hold off on asphalt in the alley until steel erection is complete .

- 022-004** Master Electric needs signed change order so he can order the upgraded switchgear.
 - Master would also like clarification on the ATM locations .
 - Tailwind states that design for the Bank will be complete June 5th.

- 022-005** BCM plans on hauling in rock for the alley way tomorrow.
 - Everyone is done in the alley way expect, Kunkel / Eventis but there work is in the blvd.

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.