

## RH Contractor Coordination Meeting #79 December 9<sup>th</sup>, 2009 Meeting Minutes

### Meeting Location & Time: Turner's Office Trailer, Champaign, IL, at 1:00 PM

The purpose of this meeting was to familiarize ALL parties with RH Project Status relative to Safety, Administration, and Field Operations. Furthermore, the purpose was to ensure that ALL parties (Bid Packages #1 thru 7) understand the specific project protocol and scheduling relative to the next three weeks. Turner Construction utilized the attached agenda as the basis for flow of discussion points within this meeting.

### I. Attendance:

1-1 Refer to the attachment for the list of attendees.

\*denotes attendance

Elizabeth Stegmaier – University of Illinois (F & S)

Myron Thompson – University of Illinois (F&S QA)

Jeff Riddle – University of Illinois (Housing)

Adrian Ledbetter – Grunloh

\*Nick Roussey – Grunloh

Bob Brumleve – A & R Mechanical (A &R)

Steve Hall – A & R Mechanical (A &R)

Kent Goeckner – A & R Mechanical (A &R)

\*Bill Becker – Coleman Electric (Coleman)

Tim Toan – Urban Elevator (Urban)

Renee Collins – University of Illinois (CITES)

\*Matt Wickstrom – CCJM (via phone)

\*Adam Kimball – Turner Construction (TCCo)

\*Greg Cuttell – Turner Construction (TCCo)

Dave Wilkinson – Urban Elevator (Urban)

Jim Markstahler – Advanced Wayne Cain & Sons  
Roofing (Advanced)

\*Ed Dueppen – BLDD Architects (BLDD)

### II. University Clarification:

1-1 UIUC Commissioning – UIUC F & S is in receipt of ALL RH Contractors' equipment startup procedures (reference Spec. Section 01810). UIUC F & S has reviewed and have no comments.

- UIUC highlighted that there are Pre-Functional checklists on their "ftp" website for Contractor to use. Contractors are required to submit Pre-Functional Start-Up Checklists and Manufacturer's Start-Up Documents to UIUC for review before UIUC performs their Functional Checklists during Commissioning. It was added that all Contractors are to be present when their equipment is being Functionally tested to provide any actions needed by UIUC's Quality Assurance Team.

### III. Environmental and LEED Compliance:

1-1 Turner Construction (TCCo) addressed the SWPPP Program.

- SWPPP Permit – Grunloh has been active with sweeping efforts and documenting sedimentation protection practices. They have continued to check and/or sweep Gregory Drive Daily.
- TCCo summarized that the RH Projects currently compliance to the IAQ Plan. The IAQ Plan Requirements have been issued to ALL Contractors and the Project is currently in compliance.
- BLDD/Sieben led December's Monthly LEED Meeting and will be distributing minutes.

### IV. Project Coordination:

- 1-1 TCCo coordinated the 3 week look-a-head coordination schedule with All Contractors, Design Team and UIUC representatives (see attached look-a-head coordination schedule).
- 1-2 TCCo reiterated that the RH Project is at a point that ALL Contractors must pick-up and sweep/mop/vacuum their work area every day.
- 1-3 TCCo summarized the current milestone dates for RH Commissioning as noted in the attached 3 week look-a-head coordination schedule.

- 1-4 TCCo encouraged BLDD to issue known future changes (FDs) ASAP to reduce the effect they have on Substantial Completion.
- 1-5 All in attendance agreed to the following BLDD Punch List Schedule:
- 1-5.1 12/14/09 – 12/15/09 – BLDD will perform their Punch List for the basement, 1<sup>st</sup> Floor east of J line and the east stair tower including the connecting link areas.
- 1-5.2 12/18/09 – All Contractors will have Punch List items complete for 2<sup>nd</sup> – 6<sup>th</sup> levels and exterior.
- 1-5.3 12/21/09 – BLDD to re-inspect Punch List items for 2<sup>nd</sup> – 6<sup>th</sup> levels and exterior
- 1-5.4 12/22/09 – BLDD will perform their Punch List for the west stair tower and 1<sup>st</sup> floor west of J line.
- 1-5.5 1/4/10 – BLDD to re-inspect Punch List items for basement, 1<sup>st</sup> Floor east of J line and the east stair tower including the connecting link areas.
- 1-5.6 1/8/10 – BLDD to re-inspect Punch List Items for the west stair tower and 1<sup>st</sup> floor west of J line
- 1-6 Grunloh stated that they will cut a joint into the architectural expansion joint at the 3<sup>rd</sup> floor SDRP door were the different type of architectural joints come together.
- 1-7 The following sidebar meeting occurred after the meeting in the field with BLDD, TCCo and Grunloh:
  - 1-7.1 BLDD reviewed the stair towers and advised Grunloh of a few items that need to be complete before BLDD's Punch List on 12/14/09.
  - 1-7.2 BLDD reviewed the 1039 Wood Ceiling and rejected the wood joint construction. BLDD stated that the wood ceiling needs to be provided per manufacturer's installation instructions or Grunloh can ask UIUC if they would take a credit to leave as-is.
  - 1-7.3 BLDD reviewed the gap between the stair stringer C channel and closure plate and advised Grunloh that the gap needed to be filled.

#### **V. Safety:**

- 1-1 The next Weekly Project Safety Meeting is scheduled for Wednesday (December 16<sup>th</sup>, 2009) at 10:00 AM.
- 1-2 TCCo reminded ALL Contractors of their contractual responsibilities to UIUC regarding Project Safety.

#### **VI. Upcoming Meetings:**

- 1-1 NEXT WEEKLY CONTRACTOR COORDINATION MEETING – December 15<sup>th</sup>, 2009
- 1-2 Next LEED Meeting – January 4<sup>th</sup>, 2009.

#### **VII. Testing, Inspections and Quality Control Issues:**

- 1-1 The University of Illinois/BLDD had no issues.

#### **VIII. Status of RFIs, ASIs & RFPs:**

- 1-1 RFIs – Four Hundred Four (404) have been submitted and all but (7) Seven have been answered by BLDD.
  - 1-1.1 ALL Contractors have access to each RFI via PRZM. Each Contractor should review every RFI for coordination and cost purposes. See TCCo's agenda for specific PRZM issues discussed in today's meeting.
- 1-2 ASIs –Eighty-Six (86) have been circulated to the Contractors.
  - 1-2.1 ALL Contractors have access to each ASI via PRZM. See TCCo's agenda for specific PRZM issues discussed in today's meeting.
  - 1-2.2 ALL Contractors were requested to confirm that each ASI has no cost implications.
- 1-3 RFPs – One Hundred and Twenty (120) have been circulated to the Contractors.
  - 1-3.1 ALL Contractors have access to each RFP via PRZM. See TCCo's agenda for specific PRZM issues discussed in today's meeting.
- 1-4 FDs – Forty Three (43) have been circulated to the Contractors.
- 1-5 CIRs – Nine (9) have been circulated to the Contractors.
- 1-6 ALL Contractors are to respond via PRZM that they either acknowledge “zero” cost impacts or “add/deduct” cost impacts for each ASI and RFP. The University of Illinois reiterated that if there is a cost associated with a RFI, then so note via another RFI.

**IX. Engineering:**

- 1-1 Turner Construction continued to remind ALL Contractors to re-check their submittal registries so as to assess their current submittal requirements. Turner Construction reminded ALL Contractors to review the listing on the “White Board” located in our Conference Room. This issue requires progression as discussed by Sieben Energy for LEED purposes also. The University of Illinois and Turner Construction added that Contractors are responsible for any delays to the Project that is a result of untimely submittal submissions.

**X. Three-Week Look Ahead Schedule:**

- 1-1 The Three-Week Look Ahead Schedule was reviewed and set forth as the plan for bid package coordination for the next three (3) weeks. Refer to the attached Three-Week Look Ahead Coordination Schedule as part of these meeting minutes.

This is the understanding of the above items discussed. Concurrence is presumed unless prompt written notices of additions, deletions or corrections are received within five (5) days.

Adam Kimball

**Turner Construction Company**

cc: ES / MT / JR / GC / ED/ All in attendance/ Master File

Attachments: Agenda, 3-Week Look-Ahead Schedule and Sign-In Sheet.



## **Residence Hall #1 – Phase A Project**

### **RH Contractor Coordination Meeting #79**

**Wednesday, December 9<sup>th</sup>, 2009**

- 1. LEED**
- 2. Project Safety**
- 3. Equipment Start-up/Pre-Functional Testing/Commissioning Process**
- 4. 3 Week Look-A-Head Schedule**
- 5. Administrative/QA/QC/Coordination**
  - a. Elevator Items**
    - i. Prox. Readers**
    - ii. EM Power – RFP/FD**
  - b. Air TAB Report Review for CCJM/UIUC**
  - c. Control Joint at Floor Expansion Joint**
  - d. Roof Expansion Joint**
  - e. A/E Punch list**
    - i. 4<sup>th</sup> floor issued 12/4/09**
    - ii. Exterior, 6<sup>th</sup>, 5<sup>th</sup>, 3<sup>rd</sup>, 2<sup>nd</sup> Levels Punch list – BLDD will Distribute to RH Team on 12/10/09**
    - iii. Basement Punch list – BLDD to perform on 12/14/09**
    - iv. 1<sup>st</sup> Floor Punch list – BLDD to perform on 12/14/09 time permitting**
    - v. Stair Tower Punch list -**
    - vi. Connecting Link**
- 6. Status of RFIs, ASIs & RFPs**
  - a. RFI Listing from PRZM (1-404)**
    - i. RFI # 396 – Certified testing read out**
    - ii. RFI # 398 – UIUC requests from Fire Alarm Commissioning**
    - iii. RFI # 399 – UIUC requests from Fire Alarm Commissioning part 2**
    - iv. RFI # 400 – Balco letter**
    - v. RFI # 401 – Signals required from ATS to elevator**
    - vi. RFI # 403 – Elevator EM to normal power 20 second notice**
    - vii. RFI # 404 – PS (L) joint concern 3/8”**
  - b. ASI Listing from PRZM (1-86)**
    - i. ASI #37, 51, 70 and 73 – Coleman will not accept until Security System is complete**
    - ii. ASI #83 – Cup Filler Faucet Locations – OB to respond**
    - iii. ASI #84 – Entry Foot Grille Recess Waterproofing – OB and Grunloh to respond**
    - iv. ASI #85 – Elevator Inspection Changes – Grunloh to respond**

- v. ASI #86 – Door Closers and Towel Bar Installations – Coleman and Grunloh to respond
  - c. RFP Listing from PRZM (1-120)
    - i. RFP #106 – Egress – pending completion of work (FD38 is approved)
    - ii. RFP #110 – Cup Filler Faucet Change – Grunloh pending contractor completion
    - iii. RFP #111 – Condensate Relief Vent – Grunloh and OB to respond, A & R heat pending contractor completion.
    - iv. RFP # 114 – Elevator Pit Light Fixture – Grunloh, OB and Coleman to respond
    - v. RFP # 115 - Elevator Equipment Room Draintile Cleanout Grunloh & OB to respond. A&R plumb pending AE
    - vi. RFP # 116 – Privacy Transfer Grilles – All to respond
    - vii. RFP # 117 – Beckwith Bathroom Door Latchsets – Grunloh to respond – Deal with BLDD???
    - viii. RFP # 118 – Lounge 1039 Changes – Grunloh to respond, A&R heat pending AE approval
    - ix. RFP #119 – Elevator Emergency Power – Grunloh and Coleman to respond
    - x. RFP #120 – Elevator Equipment Room Cooling Unit Emergency Power – A&R, Coleman and Grunloh to respond
  - d. FD Listing from PRZM (1-43)
    - i. FD #38 – RFP 106 – Egress – Pending wet ink signatures: OB doc to BLDD 10/12
    - ii. FD # 40 – RFP 116 – Privacy Transfer Grilles –Grunloh to respond.
    - iii. FD # 41 – RFP 111 – Condensate Relief Vent – Grunloh to respond.
    - iv. FD #42 – RFP 119 – Elevator Emergency Power – Grunloh pending wet ink sign doc to BLDD 12/9 and Coleman pending contractor submission.
    - v. FD #43 – RFP 120 – Elevator Equipment Room Cooling Unit Emergency Power – Coleman, A&R and Grunloh to respond
  - e. CIR's
    - i. 0006 – Clothes Dryer Exhaust System – AR to respond
    - ii. 0007 – RH Laundry Receptacles – Coleman to respond
    - iii. 0008 – AC Units and Fire Damper Access Door – A&R to respond
    - iv. 0009 – AC Unit Access – A&R to respond
7. Engineering & Submittals
- a. Overview of Turner's Assessment of Current Submittal Status
    - i. Expansion Joint Sealant
    - ii. Roecker Resubmittal
    - iii. LEED MIFs
8. Upcoming Meetings

- a. Nineteenth LEED Meeting – December 9<sup>th</sup>, 2009 @ 1:00 PM
  - b. Next Meeting --- December 16<sup>th</sup>, 2009 @ 1:00 PM
- 9. Coordination Issues
  - a. RH Team Comments:

ACTIVITY	Contractor	Scheduled Start	Scheduled Completion	Dec-09							Dec-09							Dec-09							
				M	T	W	R	F	S	S	M	T	W	R	F	S	S	M	T	W	R	F	S	S	
				7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	
<b>RH Building Footprint</b>																									
Finish Carpentry	Grunloh	9/11/2009	12/18/2009	X	X	X	X	X	X																
RFP 106 Doors	ASSCON	10/22/2009	12/18/2009	X	X	X	X	X	X																
Group Bath Ventilation Grilles (FD #40)	A & R	11/19/2009	12/14/2009	X	X	X	X	X	X																
Punchlist Issued by BLDD for 4th Floor	B	12/4/2009	12/4/2009	X	X	X	X	X	X																
Stone Counters	Grunloh	12/7/2009	12/9/2009	X	X	X	X	X	X																
Coiling Door	Grunloh	12/7/2009	12/9/2009	X	X	X	X	X	X																
Functional Testing Emergency Power and associated systems	UIUC	12/10/2009	12/10/2009				X																		
Functional Testing Building Automation System (BAS)	UIUC	12/17/2009	12/17/2009																						
LEED Air Quality Final Testing	A & R	12/28/2009	12/28/2009																						
Functional Testing/Gregg Sacks Elevator Inspection	UIUC	1/5/2010	1/5/2010																						
Punch list items complete by Contractors	ALL	1/8/2010	1/8/2010		X	X	X	X	X																
Functional Testing Chilled Water/Steam/Hot Water	UIUC	11/17/2009A	11/17/2009A																						
Functional Testing Mech. Equ. Basement 2nd - 6th levels	UIUC	11/18/2009A	11/20/2009A																						
Functional Testing Fire Alarm/Fire Protection	UIUC	11/23/2009A	11/25/2009A																						
Functional Testing Plumbing Fixtures	UIUC	12/2/2009A	12/2/2009A																						
Functional Testing Mech. Equ. 1st floor/OOA-1/Exhaust Fans	UIUC	12/3/2009A	12/3/2009A																						
LEED Air Quality Preliminary Testing	A & R	12/8/2009A	12/8/2009A		X																				
Functional Testing Power Distribution and Lighting	UIUC	12/8/2009A	12/8/2009A																						
Functional Testing Access Control/Automatic Entrances	UIUC	12/8/2009A	12/8/2009A																						
Functional Testing of Coiling Door and Roller Shades	UIUC	12/9/2009A	12/9/2009A				X																		
Owner Training	UIUC	TBD	TBD																						
MEP Coordination Meetings	ALL	TBD	TBD																						
<b>MEP COORDINATION</b>																									
MEP Coordination Meetings	MEP Contractors	As Needed	As Needed																						
<b>LEED COORDINATION</b>																									
December Monthly LEED Meeting	ALL	12/9/2009	12/9/2009				X																		
<b>SUBMITTAL SUBMISSIONS</b>																									
Contractor Submittal Process	ALL	4/21/2008A	12/23/2009																						
<b>OWNER TURNOVER</b>																									
Pre-Function to Commissioning Process	ALL	4/28/2009A	1/4/2010	X	X	X	X	X	X																
Testing & Balancing Program (pending design review)	ALL	10/19/2009	ongoing	X	X	X	X	X	X																
Commissioning Process	ALL	10/4/2009	1/5/2010	X	X	X	X	X	X																
Completion List/Punch-List Process	ALL	10/27/2009	12/22/2009	X	X	X	X	X	X																
Substantial Completion (BEFORE LEED Flush-Out)	ALL	12/23/2009	12/23/2009	X	X	X	X	X	X																
LEED Flush-Out Process (65+ Calendar Days)	ALL	12/28/2008	3/8/2010	X	X	X	X	X	X																
FINAL Completion (AFTER LEED Flush-Out)	ALL		3/9/2010																						