

Unit BC - Progress Meeting Notes

RECEIVED

HSAE

FEB 18 1976

MEMO TO - Unit BC File
MEMO BY - Dick Carlson
SUBJECT - Unit BC Progress Meeting
DATE - February 4, 1976

**UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE**

The weekly BC Progress Meeting was held on this date at the University Health Sciences Planning Office. Present were Messrs. Maupin, Dickler, Kujawa, Swanson, Kogl, Campbell and Carlson

Campbell stated that weekly construction coordination meetings would be held each Tuesday, 9:00 AM at the University Construction Office. The first of these meetings was held Wednesday February 4th. It was requested that the Architect attend these meetings.

Kujawa presented HSAE with the following questions:

1. The speed of the Unit BC escalators is presently specified as 90 feet per minute. The escalators in Unit A are of the same speed. Kujawa mentioned that Ohio State University has escalators of this speed in a comparable type facility and that a number of complaints have resulted primarily from handicapped and older individuals.

HSAE was asked to check the possibility of reducing the speed from the present 90 feet per minute. Furthermore it was stated by Kujawa that the leading edge of the escalator treads should have safety markings. (demarkation strips).

HSAE will contact the Westinghouse representative for further information and cost implications relating to these proposed revisions.

2. The design, location, and use of materials for the present information desks, telephone kiosks and brochure display case has been questioned by the University. Further input from John Scott will be required to resolve this matter.
3. The present sprinkler system may not be appropriate for certain critical such as the Operating Rooms. Further resolution and direction will be required from John Scott.
4. The design of the Third and Fourth Floor Windows on the South side of Unit C will require further design input and resolution according to Kujawa. This item will be discussed with John Scott.
5. Kujawa mentioned that University furniture layouts for Clinic Waiting Rooms (dated December 16th) had been submitted to John Scott for his review. Kujawa requested that Scott submit his comments on these.
6. Corridor doors into Clinical Waiting Rooms as listed in Kujawa Memo dated January 23, 1976 may require revision. Some of these doors swing adjacent to coat areas and could cause injury according to Kujawa. Further recommendations for the solution of this problem will be suggested by HSAE.

7. Kujawa requested that the User have the opportunity to review shop drawing submissions of group I equipment. HSAE will notify Bob Swanson when such items are submitted so that the University can review. Swanson would also like to review casework shop drawings.

Maupin outlined the basic parameters for changes to the project. Typically the University may require a program revision which will be transmitted to HSAE. HSAE will obtain the cost implications from the contractor and report this information back to the University. A change order will be issued by the University incorporating the revision, cost, and reason for the change.

Swanson will make arrangements for a meeting between HSAE and the University to discuss ground rules and procedures for the processing of project change orders.

Dickler requested further information regarding the status of reinstatement of deduct alternates. Maupin stated that the University is presently considering the reinstatement of some alternates. HSAE will issue a modification to reinstate those alternates which have been so designated. Kogl requested that the Architect sign all project modifications.

Dickler asked if vehicular traffic access to the Mayo Court would be terminated soon. The Hospital will require two weeks advance notice from Kogl when such action is taken. Campbell stated that the timing of this event would be contained in his revised construction schedule which should be available soon.

Dickler requested further information regarding the effects of vibrations generated by the demolition process. Kogl stated that it would be comparable to a pile driving operation. Swanson will contact Twin City Testing for their previous data on the amount of vibration. Dickler will attempt to identify equipment in the Hospital which may be affected by vibration.

Carlson stated that a meeting would be held the following week with the University to obtain final confirmation on the hardware schedule. It is anticipated that hardware bids will be received at the end of February.

cc: Those present
Duane Blanchard
John Scott



UNIVERSITY OF MINNESOTA
TWIN CITIES

Health Sciences Planning Office
Physical Planning
Box 75 Powell Hall
4103 Powell Hall
Minneapolis, Minnesota 55455
(612) 373-8981

February 2, 1976

TO: Mr. Duane Blanchard
Mr. Richard Campbell
Mr. Eugene Kogl
Mr. Greg Kujawa
Mr. Robert Dickler
Mr. James Nelson
Mr. Robert Swanson

FROM: Paul J. Maupin *Paul*

SUBJECT: Unit B/C Progress Meetings

This letter shall serve as notice that Unit B/C Progress meetings will be scheduled for every Wednesday at 10:30 a.m. and will be held in Conference Room 4112 Powell Hall. Your attendance at these meetings is extremely important in maintaining continuity on the Unit B/C project. Please make the necessary notations on your calendars and plan to attend each week. Should it be necessary to cancel a meeting, my secretary will contact you prior to the meeting.

PJM:rm

HSAE

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UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: February 11, 1976
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Present at the weekly B/C Progress Meeting were messrs. Maupin, Kogl, Kujawa, Dickler, Swanson, Campbell, Drehmel, Nelson, Scott, Blanchard, and Carlson.

Kujawa began by requesting resolution of the first six items listed below. This list was also presented in the previous progress meeting on February 4th.

DONE
2/24/76

① The escalator speed should be reduced from the present 90 feet per minute. Carlson has contacted the Westinghouse representative who has stated that the speed could be reduced to 75 feet per minute with no additional cost. HSAE will review this change with Lerch Bates and Associates for their concurrence. Approval for this change was granted if no additional cost is incurred.

DONE
2/24/76

✓2. The escalator treads should have yellow demarkation strips on the leading tread edge. According to Westinghouse these can be added for no additional cost. Approval of this change was granted contingent upon no additional cost.

DONE
2/13/76
MTG HELD

✓3. A meeting will be held Friday, February 13th with the appropriate University/ Architect representatives to review the design of the information desks, telephone kiosks, brochure display rack, and the Third and Fourth Floor windows on the South Side of Unit C.

DONE
2/17/76
MTG HELD

✓4. Kujawa and Scheffler will meet to resolve desirable type of sprinkler systems for use in critical areas. This information will be transmitted to HSAE for obtaining the cost of the proposed system.

✓5. A response to University furniture layouts previously submitted by Kujawa was requested from Scott. Scott indicated that he was not in complete agreement with the layout. Dickler indicated that the University Interiors Department was not performing satisfactorily on this project and should be removed. Dickler will notify Maupin by letter of his concern in this matter.

DONE
2/24/76

✓6. Corridor doors into the clinical Waiting Rooms will be revised to include a larger glass lite for safety purposes since changing the hardware will not solve the problem. Kujawa will provide HSAE with a list of the appropriate doors for revision.

DONE
AS
THRU
MAY 15
CONSTR
SCHEDULE
15.5.76

✓7. Swanson and Oliver Hughes will obtain information from Twin City Testing regarding vibration during demolition. This information will be reported and a determination will be made regarding its effect on sensitive hospital equipment.

- ✓8. Maupin mentioned the possibility of a data processing facility being considered for the Second Floor Shell Space previously programmed for Food Service. Maupin will obtain a commitment from Food Service regarding the availability of this space. The University will provide HSAE a list of proposed data processing equipment for use in this area.
- ✓(9) A meeting will be held on Thursday, February 19 at 2:00 with the appropriate University/Architect representative to discuss and resolve Change Order procedures.
- ✓(10) Blanchard passed out copies of Carlson's memos dated February 5th and February 9th relating to the reinstatement of Deduct Alternates. The February 9th memo final date for reinstatement of alternates should be revised from April 1, 1976 to read March 31, 1976.
- ✓(11) The Sub-Contractors/Material list will be submitted to the University for review and approval.
- ✓(12) The bids for Finish Hardware must be obtained in the typical manner through the University Purchasing Agent. The University must review the final documents prior to issue. Campbell must be informed of the timing of this contract for inclusion in the project schedule.
- ✓(13) Campbell reported on the project schedule status. Erection of steel will begin March 1st. Access to Mayo Court traffic circle will be curtailed March 1st. (LIMITED TO THE BUS) _____
- ✓(14) Campbell requested a meeting to discuss the timing of other related adjacent projects such as the B/C Shell Space, Unit F, JOML, Unit D etc. Scott commented that the complete schedule was not available at this time.
- ✓(15) Drehmel reported that the funding program for the completion of the B/C Shell Space has not made recent progress. Swanson will obtain a copy of the "Impact" completion of Shell Space Report for HSAE.
- ✓(16) Scott indicated that the dates for mechanical work in the First Floor ceiling are critical and relate to the timing for the Award of a Contract for the Materials Handling Systems. The timing for the award of this Contract should be incorporated by Campbell into the schedule when more definite information is obtained.

cc: Those present

DONE
2/13/76.

UNIVERSITY OF *Minnesota*

MEDICAL SCHOOL
1360 MAYO MEMORIAL BUILDING • MINNEAPOLIS, MINNESOTA 55455

Office of the Dean

RECEIVED

MAR 11 1976

UNIV. OF MINN.
HEALTH SCIENCES
PLANNING OFFICE

March 5, 1976

TO: Bob Swanson

FROM: Jim Nelson

Dr. Drehmel has requested that item #15 on the B/C Progress Meeting Minutes of February 11, 1976 be revised to correctly reflect what he said regarding the fund program.

JCN/ss

attachment

Jim Nelson



HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: February 11, 1976
SUBJECT: Unit B/C Progress Meeting

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cc: Those present

reported that we have just recently been given authorization by the VP & Sec. to proceed with fund raising

RECEIVED

HSAE

FEB 13 1976

MEMO TO - Unit BC File
MEMO BY - Dick Carlson
SUBJECT - Unit BC Progress Meeting
DATE - February 4, 1976

UNIV. OF MINN.
HEALTH
PLANNING

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DONE
1/16
SCHEDULED
2/19/76.

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SEE
FEB 11/76
MID,
ITEM
#7

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cc: Those present
Duane Blanchard
John Scott

2/4/76

TO RUTH
2/10/76

Schedule a mtg -

KUJAWA, NELSON, CARLSON,
SWANSON

Change order procedures.

SEE 2/11/76
NOTES

x twin city testing -

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to define vibr.
DISTANCES OF TRAVEL

VERT. - HORIZ.



UNIVERSITY OF MINNESOTA
TWIN CITIES

Health Sciences Planning Office
Physical Planning
Box 75 Powell Hall
4103 Powell Hall
Minneapolis, Minnesota 55455
(612) 373-8981

February 2, 1976

TO: Mr. Duane Blanchard
Mr. Richard Campbell
Mr. Eugene Kogl
Mr. Greg Kujawa
Mr. Robert Dickler
Mr. James Nelson
; Mr. Robert Swanson

FROM: Paul J. Maupin *Paul*

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PJM:rm

General Items yet to be resolved:

1. Feb. 11, 76 Notes - Item 5 - will see Scott re reviewing our hospital waiting room layouts further.
2. Feb. 15, 76 notes - Item 15 - Archmel or Nelson - when will a practical section be available.
3. March 24, 76 notes - Item 8 - Hospital equipment - order readings for ENT,

Final review only Medical records.

Answers from hospital 2/11/76?

1. Feb. 18, 76 Notes - Item 4. - Hospital Service
- Feb. 25, 76 Notes - Item 15 - Alternative Disposition
- March 3, 76 Notes - Item 12 - Disposition
- March 17, 76 Notes - Item 12 - Disposition
- March 24, 76 Notes - Item 5 - Disposition
- March 31, 76 Notes - Item 5 - Disposition
- April 7, 76 Notes - Item 9 - Disposition
- April 14, 76 Notes - Item 9 - Disposition
5. Febr. 18, 76 Notes - Item 6. - Hospitals
- Feb. 25, 76 Notes - Item 6 - concerned with
- March 3, 76 Notes - Item 8 - Disposition
- March 10, 76 Notes - Item 7 - Disposition
- March 17, 76 Notes - Item 10 - Disposition
- March 31, 76 Notes - Item 4 - Disposition
- April 7, 76 Notes - Item 9 - Disposition

Unit B/C - Progress Meeting ^{P. MAUPIN}

HSAE

RECEIVED

MEMO TO - Unit B/C File
MEMO BY - Dick Carlson
SUBJECT - Unit B/C Progress Meeting
DATE - 18 February 1976

FEB 24 1976

UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE

Present at the Weekly B/C Progress Meeting were Mssrs: Maupin, Kogl, Kujawa, Dickler, Swanson, J. Scott, Blanchard, and Carlson

The following items were discussed:

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
1. Referring to Item No. 8 of Feb. 11 Progress Meeting, Maupin stated that a meeting would be arranged with the Food Service Department.	
2. Referring to Item No. 2 of Feb. 11 Progress Meeting, Kogl stated that the yellow demarkation strips of the Westinghouse escalator treads is located at the rear of the tread rather than the front of the tread. Kogl indicated that it would be preferable to have the demarkation strip on the front of the tread.	The Architect has since confirmed that the strip is on the rear. We will further investigate the possibility of installing the strip on the front.
3. Referring to Item No. 7 of Feb. 11 Progress Meeting no further information has been obtained regarding vibration during demolition.	Kogl and O. Hughes will investigate this further with Twin City Testing.
4. Referring to Item No. 4 of Feb. 11 Progress Meeting a Halon Sprinkler System is being studied by the University.	The Architects will prepare a Cost Analysis of the selected system when further data is available from the University.
5. Referring to Item No. 13 of Feb. 11 Progress Meeting the progress schedule will be available from Campbell in about three weeks.	The University will meet with the MTC to gain approval of Bus Access Program to Mayo Court during Construction. The Architects are presently studying implications of staging sequence for Unit F relating to Mayo Court access. The University will hold a meeting on Monday Feb. 23 to discuss the access to Mayo Court.
6. Dickler stated a concern that Vernitron Medical Products Sterilizers were the apparent low bidder and asked how they were approved to be specified.	The Architects will verify the prior approval status of this manufacturer and report back to the University.

7. Dickler asked Maupin whether a moving consultant would be engaged for Unit B/C.

Maupin stated that a consultant would be secured for the move.

8. Dickler asked Maupin what the scheduled completion of the project would be.

Maupin replied that the present schedule indicated a completion of Sept. '77, however a more realistic date would be Jan. '78. Kogl stated that some construction trade strikes could be expected to occur this summer.

9. Referring to Item No. 3 of Feb. 11, Progress Meeting, Carlson stated the Feb. 13th meeting had been held to review the design of the information desks and other features.

The Architects were given direction to revise certain features of the design and are presently changing the documents to incorporate these.

10. Reference was made by Carlson to Item No. 6 regarding Clinical Waiting Room Doors.

The Architects have subsequently prepared a revised sketch of this door type and submitted to Kujawa for approval.

11. Reference was made by Carlson to Item 12 regarding the bid package for Finish Hardware.

The Architects are preparing the documents for final review by the University prior to issue for bidding.

12. Maupin stated that the University had not yet obtained the South portion of the existing Church property, however is in the process of negotiating this.

Since the schedule indicates that the Delaware Street work will begin in early May of '76, the Architects will continue the preparation of a revised design for this area. J. Scott will check the status of the design implications with Clint Hewitt's office.

cc: Meeting Attendies

Unit B/C - Progress Meeting Notes

HSAE

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HEALTH SCIENCE
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cc: Those present

memo

to Bob (6-5097)

from Sara - Dr. mannings office

On the Verintion Autoclaves, most the people who use them says that they aren't working most the time, even

- For your information
- For your approval
- Approved
- For your attention
- Note and file
- Note and return
- Note and forward
- Please advise
- Please comment
- Please reply
- Please handle
- Send copy
- Please see me

after being 'repaired.' We've replaced gaskets (?) on the small one. The large one which is supposed to open automatically doesn't. Also to the point where both are operated manually.



SEE LETTER DATED 2/25/76. AD.

Date _____ 19____

HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: February 25, 1976
SUBJECT: Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs. Maupin, Kogl, Kujawa, J. Nelson, Swanson, Campbell, Blanchard, and Carlson.

The following items were discussed:

<u>Item</u>	<u>Action/Response</u>
1. Kujawa asked for a status report regarding access to Mayo Court.	Kogl is presently implementing proposals discussed at the Feb. 23rd meeting. Not enough police staff are presently available to regulate access. The hospital will require some parking stalls adjacent to Diehl Hall.
2. Kujawa has submitted a layout of the data processing facility to the Planning Office.	The Planning Office will arrange a meeting to review this layout.
3. Maupin asked if Swanson had any further information regarding vibration during demolition.	Swanson will arrange a meeting with Twin City Testing.
4. Blanchard stated that the Bus access to Mayo Court was only a small part of the problem regarding use of the Court. Other problems including entrance access to Diehl Hall, loading dock access to V.F.W. etc. should be considered. A master plan for the phasing of these functions during construction should be resolved.	Campbell stated that the schedule for these events would be forthcoming and suggested that a meeting be arranged with the General Contractor, the University, the Architect and himself to pursue solutions.
5. Campbell stated that the schedule for the project would be firm through "enclosure" by Friday, February 27th.	The entire schedule will be complete in two weeks according to Campbell.
6. Blanchard reported on the status of Vernitron Sterilizers. The price differential between Vernitron and Amsco is approximately \$14,000.00 according to the General Contractor.	Swanson will assemble further information regarding a Vernitron installation at the Mayo Clinic. A review meeting will then be arranged with Vernitron. Maupin stated that the University would need a strong justification to accept Amsco.

ItemAction/Response

- | | |
|---|--|
| 7. Carlson reported that the documents for the hardware package would be submitted to the Planning Office on March 1st. | The Planning Office should review expeditiously so that the documents can be issued and bids received by March 19. |
| 8. J. Nelson mentioned Maupins letter of Feb. 17th regarding Mayo Court. | The University is progressing with installation of signs, policing etc. to regulate the use of the Court. |
| 9. The Architects distributed copies of the Deduct Alternate Implications dated Feb. 24th. The Architects recieved instructions from Kogl prior to the meeting to reinstate Alternates M-2, E-2 (Omit Chiller No. 5 and related equipment) and M-16, E-16 (Omit certain Heat Recovery Systems). | J. Nelson will use this memo to begin the process of reinstating selected alternates. |
| 10. The Architects issued a draft regarding procedures for the processing of Modifications. | The University will review and report back to the Architects. |
| 11. Kogl commented that some piping maybe affected by the acceptance of Modification 5-E, (Diehl Hall Underpinning). | The Architects will investigate and include any necessary Mechanical revisions in this Modification. |
| 12. Carlson reported that the Architects are proceeding on the completion of documents for the Auditorium Seating package. | The Architects will submit this package for University review when it is complete. |
| 13. The Radiology Area Modification allowance of \$10,000 is the only remaining allowance which cannot be acted upon at the present time. | The schedule will be of value to determine how much time the University will have to revise this area. |
| 14. Campbell asked for a status report on Unit F funding. | Maupin stated that the results would be known March 1st. |
| 15. Swanson asked if the Architects had all the necessary data regarding costing to incorporate a Halon Fire Protection System. | The Architect stated that it would be necessary for the University to determine the desired percentage of concentration for the system in the desired areas. |

cc: John Scott
Meeting Attendies

HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: March 3 1976
SUBJECT: Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs. Maupin, Kogl, Kujawa, Forslund, Swanson, Hamilton, J. Scott, Blanchard, Carlson, and Ms. Linda Satorius.

The following items were discussed:

<u>Item</u>	<u>Action/Response</u>
1. Kujawa asked the Architects for a report on the escalator speed.	Carlson referred to correspondence dated Feb. 26th from Q. Bates which stated little advantage in reducing speed to 75 f.p.m. The Architects will continue to investigate this matter however direction was given to proceed with escalator speed of 90 f.p.m. The Architects will also obtain a cost for variable speed feature. Correspondence from the Architects to Maupin dated 2 March reviewed stating cost of \$1600 (+) to revise speed in future.
2. Maupin asked Swanson to report on status of vibration and Twin City Testing.	Swanson is in the process of finalizing this information.
3. Referring to Item No. 1 of Feb. 25th Progress Meeting, Blanchard reported status of Mayo Court.	Sheehy Construction is in the process of evaluating the use of the Court.
4. Referring to Item No. 2 of Feb. 25th Progress Meeting, Kujawa reported on the data processing facility.	The plan has been submitted to the Planning Office and has been marked up with further detail requirements.
5. Referring to Item No. 5 of Feb. 25th Progress Meeting, Hamilton reported that Schedule Manager will have all necessary input to complete the schedule by middle of next week. Schedule seminar will be held on Saturday, March 13th to review the entire schedule and procedures.	Blanchard asked whether restraint items listed in his memo of Feb. 10th had been included and whether the Materials Transport System had been included. Other phasing interfaces listed in Feb. 25th Progress Meeting (Item No. 4) should be included for a complete schedule.

Item	Action/Response
6. Kogl stated that Delaware Street has never been officially vacated by the City.	The Planning Office will investigate further vacation of the street with the City.
7. Referring to Item No. 13 of Feb. 25th Progress Meeting, regarding Radiology Allowance Maupin asked for a status report.	The schedule of the pouring of slabs in this area will be checked by the Hospital. This equipment must be selected as soon as possible.
8. Referring to Item No. 6 of Feb. 25th Progress Meeting, regarding Sterilizers Maupin asked Swanson for a status report.	Strong justification to accept a manufacturer other than Vernitron has not been found. Swanson will continue to research.
9. Forslund has completed his review of the Hardware review documents submitted on March 1st.	Review comments were submitted to the Architects. Carlson will meet with Forslund on March 4th for further review comments. The Architects stated that the Contractor is stressing the importance of obtaining a hardware sub contractor without delay.
10. Reference was made to Item No. 9 of Feb. 25th Progress Meeting, regarding Alternate implications.	The Medical School and the Hospital will finalize recommendations this week.
11. Reference was made to Item No. 10 of Feb. 25th Progress Meeting regarding the Modification Procedures.	The Architects were given a copy of the review comments regarding this document.
12. Reference was made to Item No. 15 of Feb. 25th Progress Meeting regarding the Halon Fire Protection System.	Schefflers office has recommended concentration of 5%. The University should verify this recommendation.
13. Reference was made to the Second Floor Steel framing implications of the Medical Records Area.	The Architects will pursue a resolution of this layout with the University.
14. Kujawa made reference to a memo dated Oct. 30th 1975 by Kerkow regarding the project lighting.	The Architects stated that a unified recommendation regarding this subject is required. Maupin requested that Gary Hall be present at the March 10th meeting to review these recommendations.

Item

Action/Response

- | | |
|---|--|
| 15. Kujawa stated that the Architects during the construction document phase were to prepare a letter regarding Radiology voltage stability. | |
| 16. Kujawa requested a status report on the Contractor's list of Group I equipment. | The Architects have not received a complete sub-contractor and materials list yet from the Contractors. |
| 17. Carlson stated that Westinghouse had been directed by Kogl to provide permanent hoistway entrances for the temporary car rather than the temporary entrances specified. | Kogl will provide the Architects with a summary of necessary data. The Architects suggested that a Modification be written to include this change. |
| 18. Kujawa asked the Architects whether elevator No. 1 could be increased in size in accordance with a previous request by the Hospital. | The Architects will study the implications of this revision with respect to the cost and the construction status. |

cc: Meeting Attendies
Jim Nelson

HSAE MEMO

MEMO TO - Unit B/C File
MEMO BY - Dick Carlson
SUBJECT - Unit B/C Progress Meeting
DATE - 10 March 1976

Present at the weekly B/C Progress Meeting were Messrs. Maupin, Kogl Kujawa, Swanson, Forslund, J. Nelson, Dickler, Kerkow, Gary Hall, Blanchard, and Carlson. Representatives of Campbell & Company were not present.

The following items were discussed:

ITEM ACTION/RESPONSE

✓1. Maupin asked for a status report regarding the project hardware.

Bid coming from architects

Some things will be omitted

The Architects will revise the proposal form to include Sargent lock-set as an alternate bid.

McKinney hinges were approved and should be included in the specification. All interior doors should be revised to five knuckle ball bearing hinges by Lawrence, Hager, or McKinney.

The Architects stressed that review or interpretation of Contract Documents should be performed by them rather than a University representative.

All prior approval products for this contract should be submitted to the Architects for action.

✓2. Referring to Kerkow memo dated Oct.30, 1975 regarding Exam and Treatment Room lighting, the Architects reviewed the present status. Sketch plans of the lighting layout sheets numbered 1 thru 5 for the Exam, Treatment, Minor O.R., and P.A.R. Treatment were presented by Gary Hall

Dickler indicated that according to IES Standards these areas have insufficient lighting. 100 footcandles of color corrected light (delux cool-white lamps) is required on the entire surface of the exam table according to Dickler.

Maupin stated that funds for revision of lighting are not available. Furthermore he indicated that the possibility of altering the lighting at a later time should be considered.

Gary Hall indicated the cost of increasing the light to 100 footcandles would be approximately \$200.00 per Exam Room. These lights should be on their own switch according to Kerkow.

Recd 2/17/76

ITEM

ACTION/RESPONSE

*copy to
John Scott
March 11, 1976*

✓3. Blanchard reported the status of elevator No. 1 increased size. Reference was made to a memo dated 10 March regarding this subject matter.

The Architects will further evaluate the cost and method of providing the requested lighting. Kujawa will verify the exact exam table size and height.

*must
submit
report
March 12*

✓4. Carlson reported on the escalator speed. The cost of a variable speed unit (75 f.p.m./90f.p.m.) will be approximately \$2000.00 more or total of approximately \$8000.00 more.

The Architects will write a Modification to revise to a 5000 pound capacity car since the present required alterations are minimal.

Direction was given to proceed with the 90f.p.m. speed unit without the variable speed feature.

✓5. Maupin asked Swanson to report on construction vibration.

The report provided by Twin City Testing is inadequate and provides no usable information.

in process

✓6. Maupin reported the status of the existing church property and the Delaware Street entrance.

The attorneys representing both parties have come to agreement. The agreement will be presented to the church congregation for approval on Sunday, March 14.

in process

✓7. Maupin asked for a status report on Vernitron sterilizers.

The Architects will request a list of the equipment being supplied for submission and evaluation by the University.

✓8. Premier Electric has not submitted a one-line diagram for temporary electrical power.

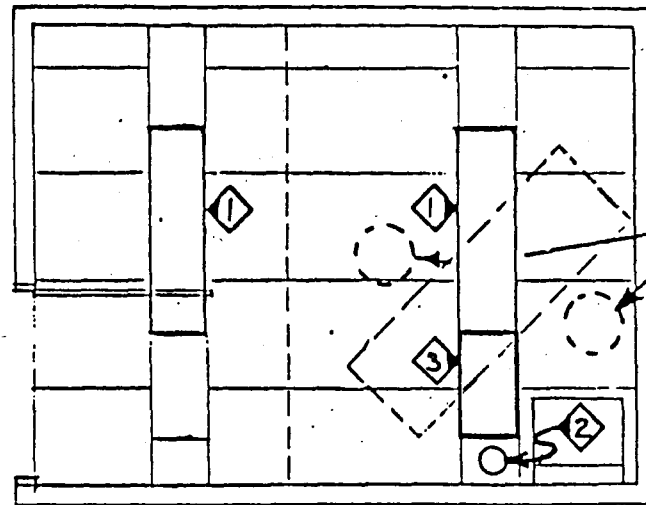
Kogl stressed the need for the Architect and the University to work together in matters of this sort. A Modification should be prepared by the Architects to credit the contract if required after review of the diagram.

jkw

cc: Meeting attendees
John Scott
Dick Campbell

- ① TYPE "A-1" LAY-IN FLUORESCENT FIXTURE WITH 3-40WATT LAMPS.
- ② TYPE "Y" ROUND RECESSED INCANDESCENT WITH MATTE BLACK STEP BAFFLE & WHITE TRIM, LAMP SHALL BE 7½ W - A19.
- ③ SAME AS TYPE "A-1" EXCEPT 24" LONG WITH 1-40W. "U" LAMP.

THESE ROOMS ARE PROVIDED WITH RECEPTACLE, IN AREA OF EXAM TABLE ON EMERG. POWER, FOR PORTABLE EXAM LIGHT. GROUP II



PROPOSED LOCATION OF PORTABLE EXAM LIGHT.

75 @ 100 = \$7,500.00

EXAM ROOM TYPE E-1 SHOWN, TYPES E2, E3, E4, E5, E10, E11, E20, E21, E22, E23, E24 ARE TYPICAL.

FIRST FLOOR HAS TYPES E-1, E-4, E-5, E-20, E-21, E-22, E-23 & E-24

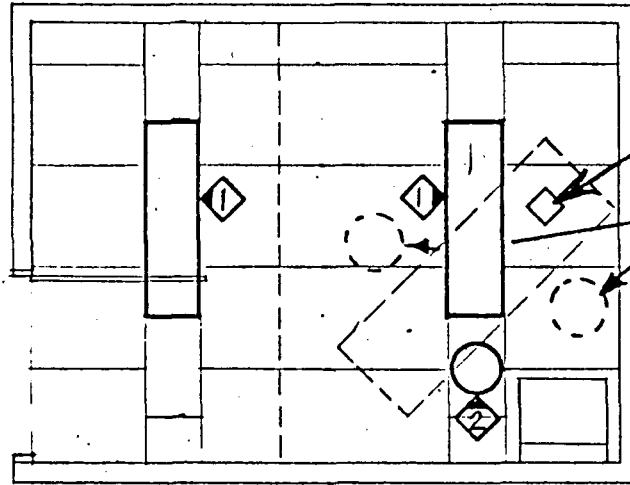
SECOND FLOOR HAS TYPES E-1 & E-21

THIRD FLOOR HAS TYPES E-1, E-2, E-3, E-10, & E-11.

EXAM TABLE, 6' OF FLUORESCENT (4100°K) 90-100 F.C. (ESTIMATED COST \$180.00)

- ① TYPE "A-1" LAY-IN FLUORESCENT FIXTURE WITH 3-40WATT LAMPS.
- ② TYPE "Y" ROUND RECESSED INCANDESCENT WITH MATTE BLACK STEP BAFFLE & WHITE TRIM, LAMP SHALL BE 7½ W.-A19.

THESE ROOMS ARE PROVIDED WITH RECEPTACLE, IN AREA OF EXAM TABLE ON EMERG. POWER, FOR PORTABLE EXAM LIGHT. GROUP II.



PROPOSED 250 WATT T.H. EXAM LIGHT 6'x9"

PROPOSED LOCATION OF PORTABLE EXAM LIGHT.

75 ROOMS @ \$15,000.00

EXAM ROOM TYPE E-1 SHOWN, TYPES E2, E3, E4, E5, E10, E11, E20, E21, E22, E23, E24 ARE TYPICAL.

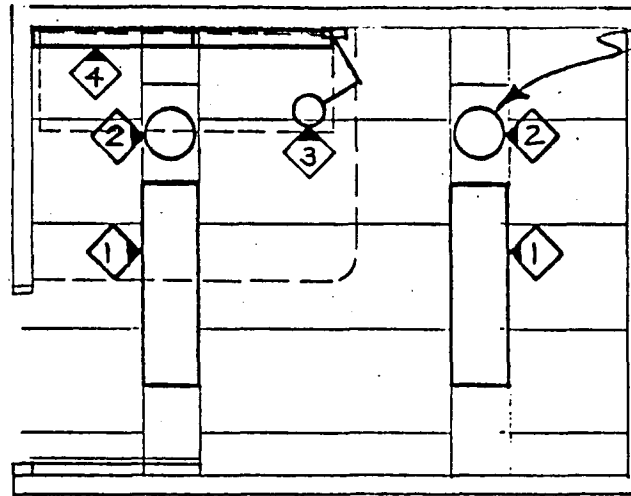
FIRST FLOOR HAS TYPES E-1, E-4, E-5, E-20, E-21, E-22, E-23 & E-24

SECOND FLOOR HAS TYPES E-1 & E-21

THIRD FLOOR HAS TYPES E-1, E-2, E-3, E-10, & E-11.

EXAM TABLE, COMBINATION FLUORESCENT (4100°K) & TUNGSTON HALOGEN (3500°K) WITH 100 FC. (ESTIMATED COST \$200.00).

- ① TYPE "A-1" LAY-IN FLUORESCENT FIXTURE WITH 3-40WATT LAMPS.
- ② TYPE "Y" ROUND RECESSED INCANDESCENT WITH MATTE BLACK STEP Baffle & WHITE TRIM, LAMP SHALL BE 7 1/2 W. -A19.
- ③ WALL MOUNTED INCANDESCENT ARM LAMP, M491 FOR PATIENT EXAMINATIONS.
- ④ PROPOSED WALL BRACKET - WITH 2-30W. LAMPS PER 3' LENGTH.



THIS LIGHT PROVIDED
ON 4th FLOOR EXAM
ROOMS TYPE E-6
E-7, E-8, & E-9 ONLY

EXAM ROOM TYPE E-8, TYPES E6, E7, E9, E12, E13, E14, E15, E16
E17, E18, E19, ARE TYPICAL.

FIRST FLOOR HAS TYPE E-12, E-13, E-14, E-15, E-16, E-17, E-18, E-19

FOURTH FLOOR HAS TYPE E-6, E-7, E-8 & E-9.

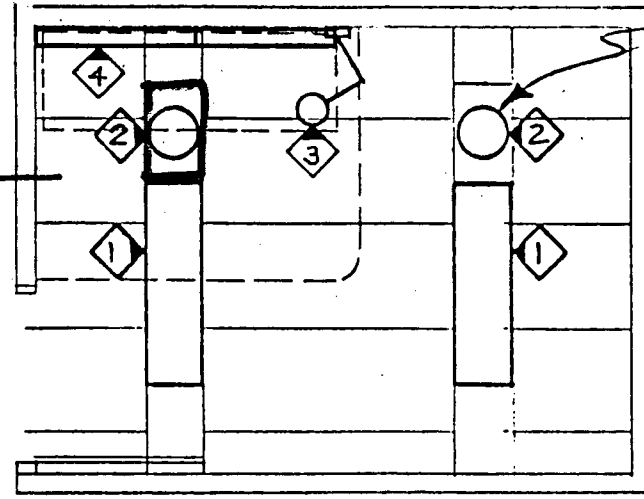
EXAM TABLE, COMBINATION WALL & CEILING - COLOR CORRECTED FLUORESCENT.
100 F.C. (4100°K).

ESTIMATED COST \$220.00 PER EXAM ROOM.

32 Rooms \$7040.00 complete install

- 1 TYPE "A-1" LAY-IN FLUORESCENT FIXTURE WITH 3-40WATT LAMPS.
- 2 TYPE "Y" ROUND RECESSED INCANDESCENT WITH MATTE BLACK STEP BAFFLE & WHITE TRIM, LAMP SHALL BE 7 1/2 W. -A19.
- 3 WALL MOUNTED INCANDESCENT ARM LAMP, M491 FOR PATIENT EXAMINATIONS.
- 4 PROPOSED WALL BRACKET - WITH 2-30W. LAMPS PER 3' LENGTH.

OB/GYN
Clinic (E12 - E19)

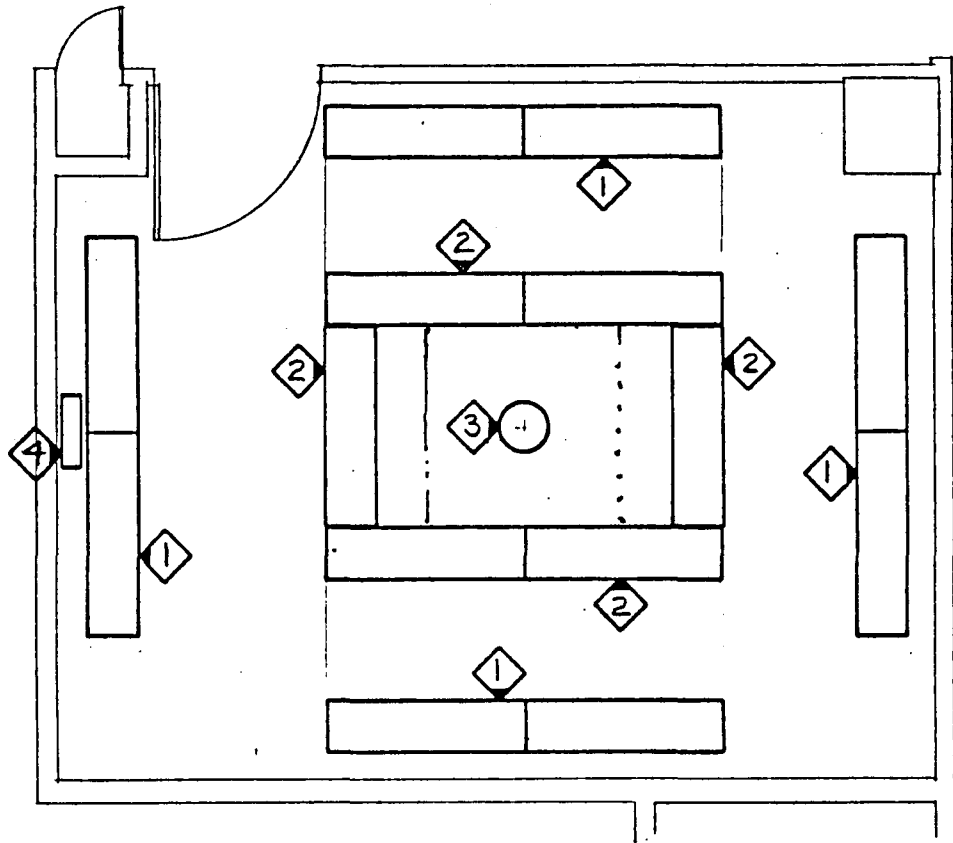


THIS LIGHT PROVIDED ON 4th FLOOR EXAM ROOMS TYPE E-6 E-7, E-8, & E-9 ONLY

EXAM ROOM TYPE E-8, TYPES E6, E7, E9, E12, E13, E14, E15, E16
E17, E18, E19, ARE TYPICAL.

FIRST FLOOR HAS TYPE E-12, E-13, E-14, E-15, E-16, E-17, E-18, E-19
FOURTH FLOOR HAS TYPE E-6, E-7, E-8 & E-9.
EXAM TABLE, COMBINATION WALL & CEILING - COLOR CORRECTED FLUORESCENT.
100 F.C. (4100°K).
ESTIMATED COST \$220.00 PER EXAM ROOM.

- ① TYPE "K-1" RECESSED VAPORPROOF FLUORESCENT FIXTURE WITH CORNING 70 TEMPERED LENS AND 3-40WATT LAMPS.
- ② TYPE "K-5" FIXTURE, SIMILAR TO TYPE "K-1" EXCEPT FOR LAY-IN INVERTED T-BAR CEILING.
- ③ CEILING MOUNTED, DOUBLE HEAD, SURGICAL LIGHT WITH 22" DIA. HEADS. LIGHT SHALL BE CENTRA 360 BY AMSCO.
- ④ LIGHT FIXTURE FURNISHED WITH DESK UNIT.



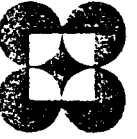
3 ROOMS @ \$220/PM =
\$660

MINOR O.R. FIRST FLOOR TYPICAL

AVERAGE GENERAL LIGHT LEVEL = 260 FC, W/ WHITE LAMPS
 GENERAL LIGHT LEVEL @ TABLE = 290 FC, W/ WHITE LAMPS
 AVERAGE GENERAL LIGHT LEVEL = 180 FC, DELUXE COOL WHITE LAMPS.
 GENERAL LIGHT LEVEL @ TABLE = 200 FC, DELUXE COOL WHITE LAMPS.
 EXAM LIGHT = 8000 FC.

KURT VERSEN COMPANY

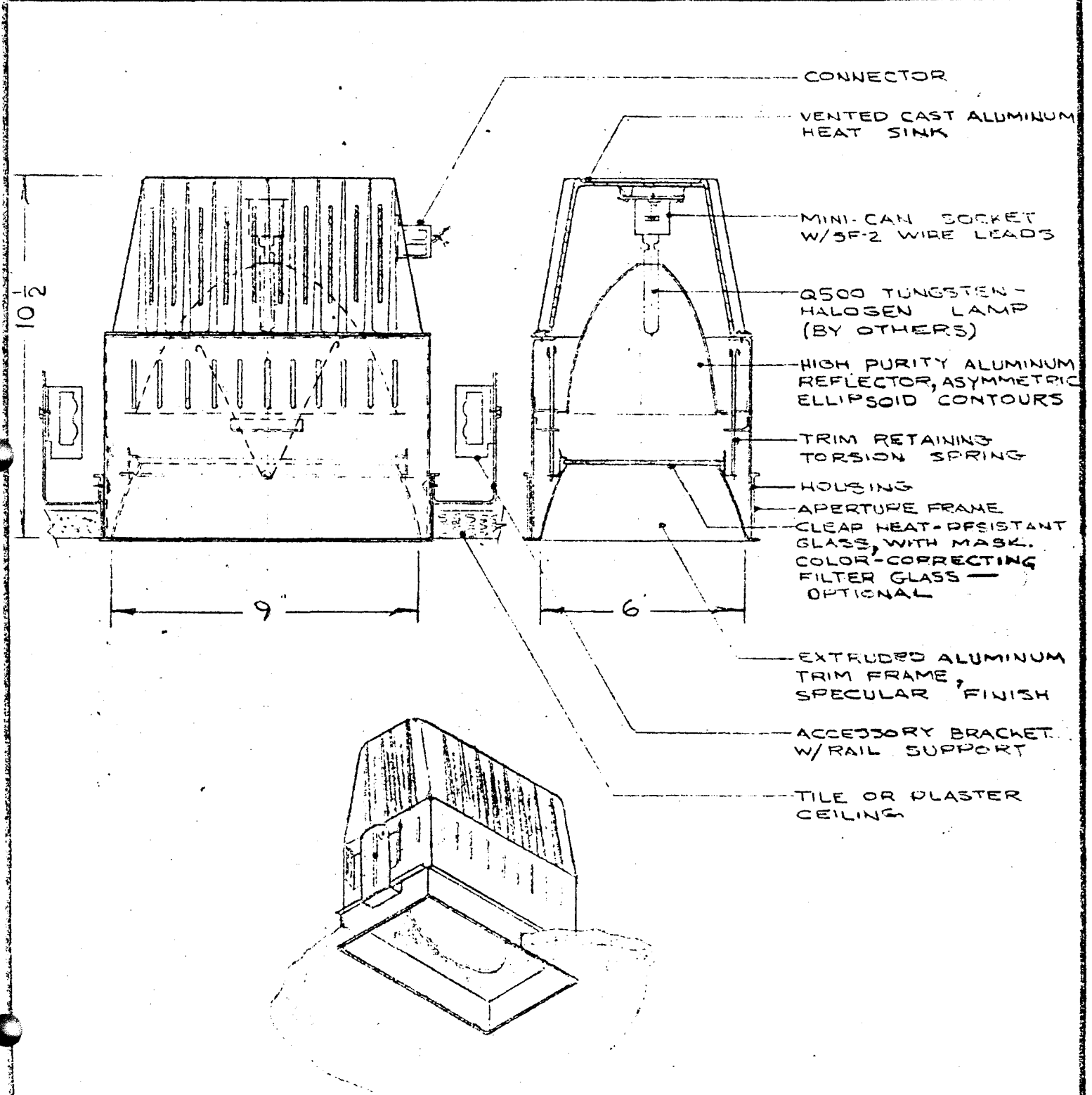
CONTEMPORARY LIGHTING, 10 CHARLES STREET, WESTWOOD, NEW JERSEY 07675 664-8200 AREA CODE 201



N 580-500
N 580-250

DETAIL SHEET

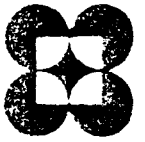
TYPE	JOB	DESIGN NUMBER	DRAWING NUMBER
DRAWN BY <i>JF</i>	SCALE $\frac{1}{4} = 1$	N 580	7301-F-171
	JOB NUMBER		



KURT VERSEN

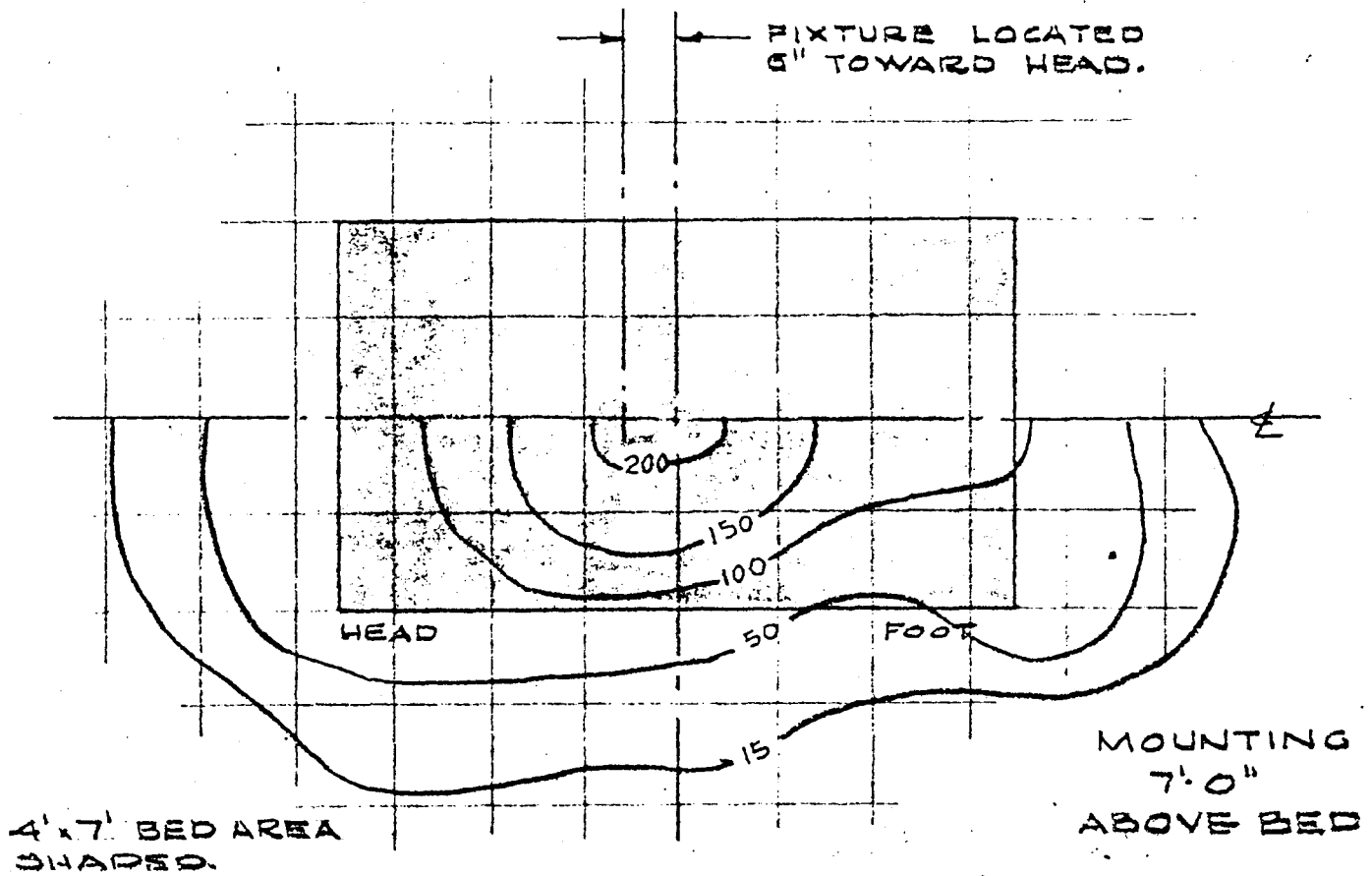
COMPANY

CONTEMPORARY LIGHTING 10 CHARLES STREET WESTWOOD NEW JERSEY 07675 6-4-8200 AREA CODE 201



DETAIL SHEET

TYPE	JOB ISOLUX PLOT, HOSPITAL EXAM LIGHT, 10'-6" CEILING			
DRAWN BY <i>SJD</i>	SCALE $\frac{1}{2}'' = 1'-0''$	JOB NUMBER	DESIGN NUMBER N580	DRAWING NUMBER



NOTES:

1. LAMP: Q500/MC @ 120 VOLTS.
2. REFLECTOR: ALZAK PROCESSED, TEXTURED.
3. COVER GLASS: CLEAR TEMPERED PLATE.

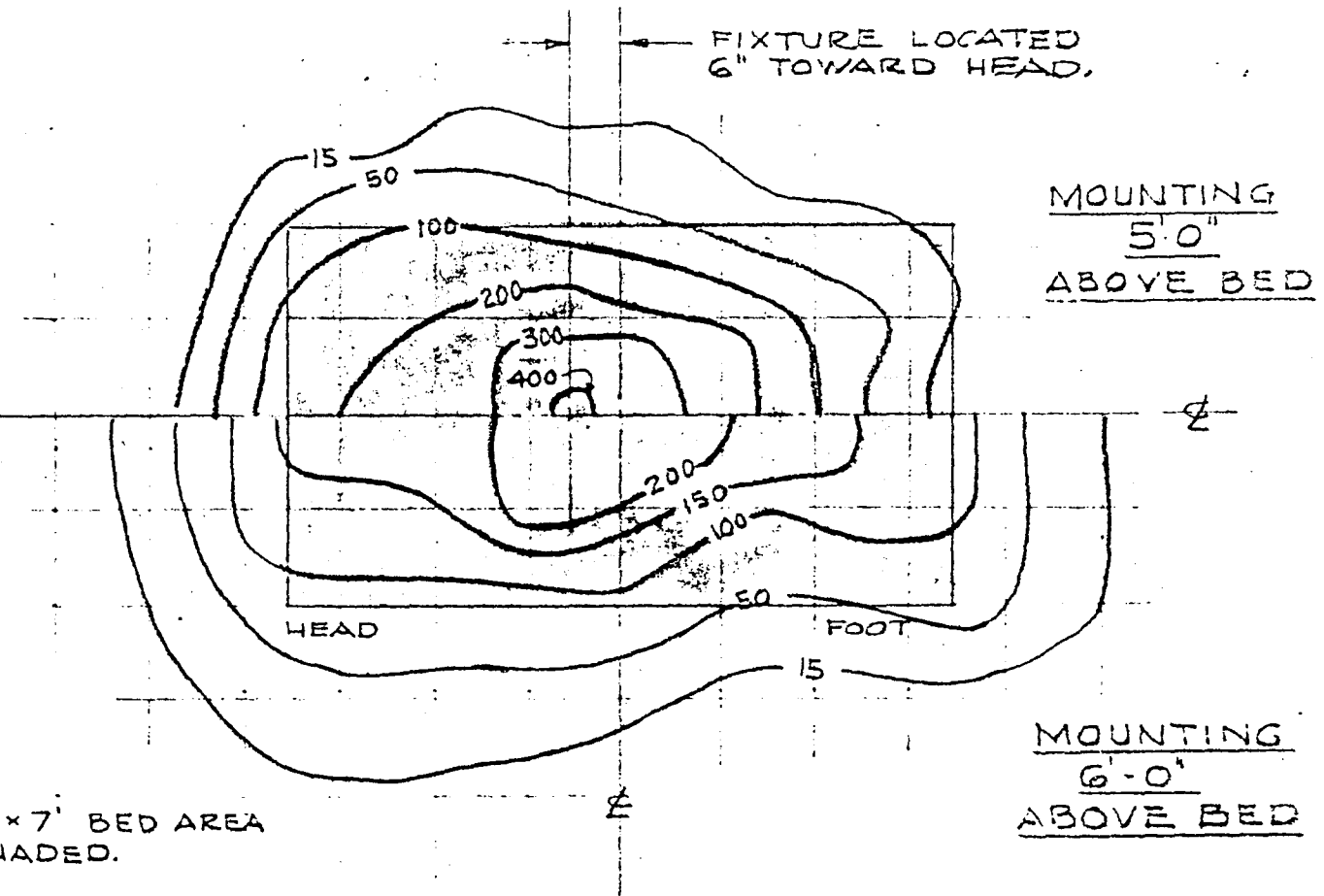
NURT VERSEN

CONTEMPORARY LIGHTING 10 CHARLES STREET WESTWOOD NEW JERSEY 07675 664-9200 AREA CODE 201



DETAIL SHEET

TYPE	JOB ISOLUX PLOT, HOSPITAL EXAM LIGHT 8 1/2' x 9' CEIL.		
DRAWN BY <i>34P</i>	SCALE 1/2" = 1'-0"	JOB NUMBER	DESIGN NUMBER N530
			DRAWING NUMBER



4' x 7' BED AREA
SHADED.

MOUNTING
5'-0"
ABOVE BED

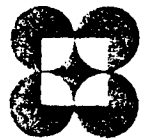
MOUNTING
6'-0"
ABOVE BED

NOTES:

1. LAMP: OS00/MC @ 120 VOLTS
2. REFLECTOR: ALZAK PROCESSED, TEXTURED
3. COVER GLASS: CLEAR TEMPERED PLATE.

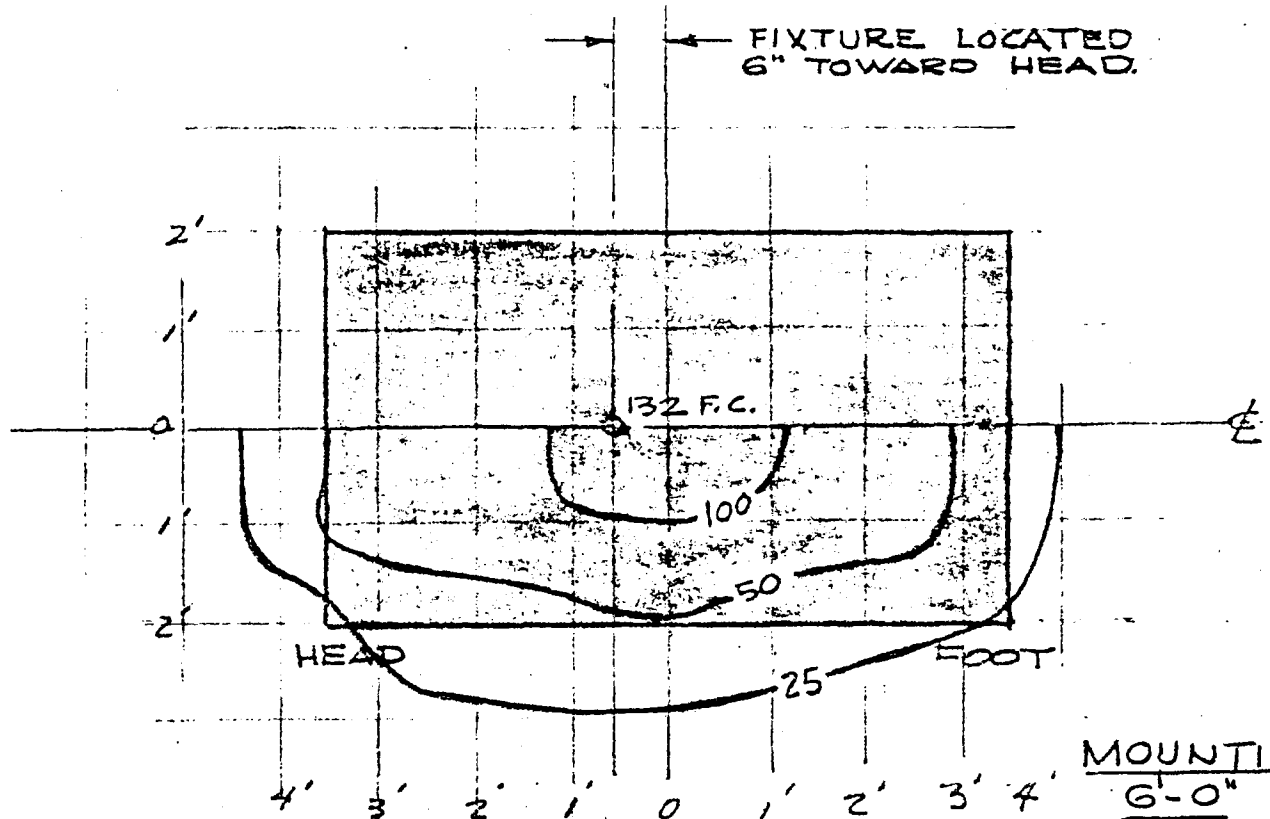
KURT VERSEN COMPANY

TEMPORARY LIGHTING 10 CHARLES STREET WESTWOOD NEW JERSEY 07675 664-8200 AREA CODE 201



DETAIL SHEET

TYPE	JOB ISOLUX PLOT, HOSPITAL EXAM LIGHT 8 1/2' CEILING		
DRAWN BY	SCALE 1/2" = 1'-0"	JOB NUMBER	DESIGN NUMBER N580
			DRAWING NUMBER



4' x 7' BED AREA SHADED.

MOUNTING
6'-0"
ABOVE BED

NOTES:

1. LAMP: Q250/MC @ 120 VOLTS.
2. REFLECTOR: ALZAK PROCESSED, TEXTURED.
3. COVER GLASS: CLEAR TEMPERED PLATE.

INTERIOR LIGHTING

Basic Function

Versatile contemporary-styled units may be used for wall, shelf, under-cabinet and ceiling mounted applications. Special feature of units is patented ALKCORYLIC® "snap-in" type diffuser for quick relamping, easy maintenance and soft diffused illumination. No tools required for diffuser removal. High quality 20 gauge steel housing construction available in either hi-gloss white enamel finish or satin stainless steel. Available in 2', 3' and 4' lengths, 1 or 2 lamps, and ultra-thin 2½" & 2⅞" depth. High & Low Power Factor Trigger or Rapid Start ballasts, UL approved.

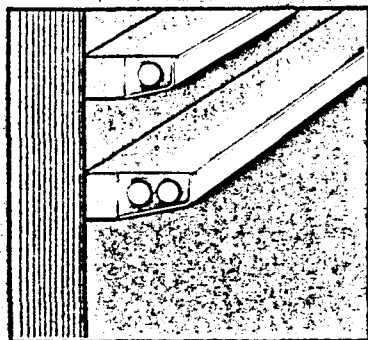
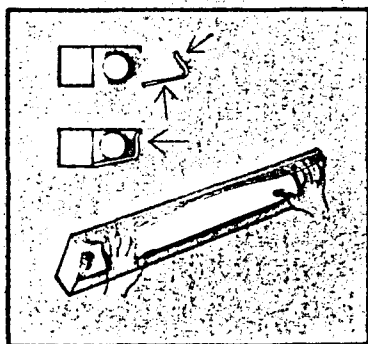
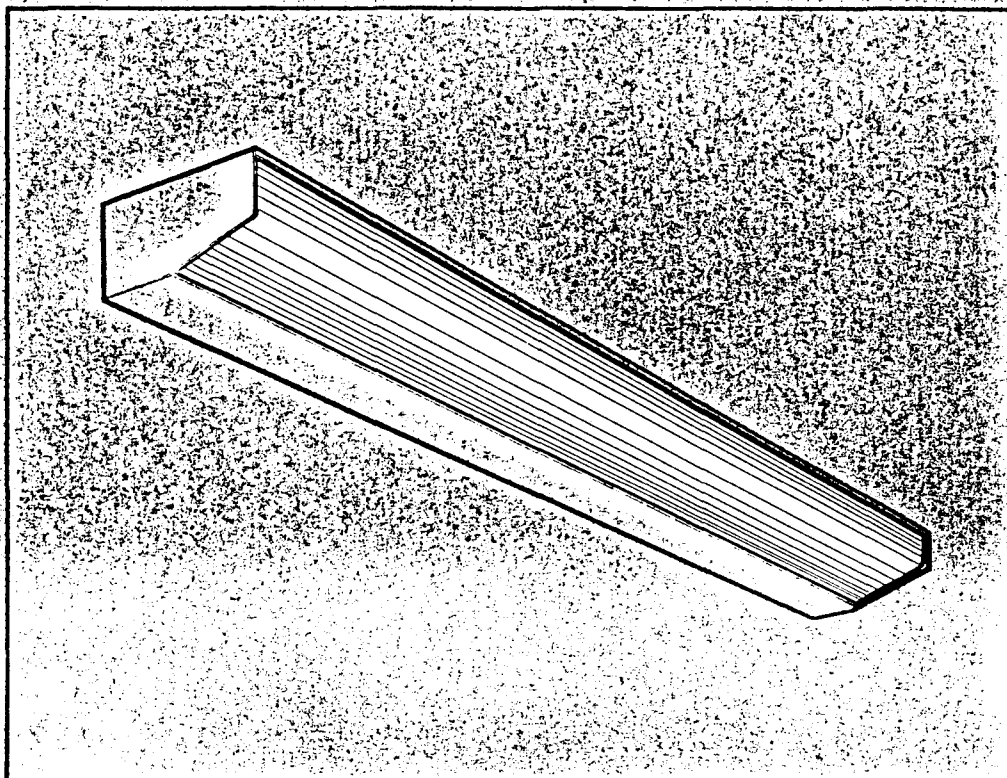
a3

SECTION



FLUORESCENT ALKCO-LITES

Series 100, 1100, 1200 with ALKCORYLIC® Wrap-Around Diffuser



Exclusive ALKCORYLIC® "Snap-In" Diffuser

"Wrap-around" ribbed white diffuser designed from exclusive high-transmission ALKCORYLIC® plastic, withstands heat, breakage, and discoloration. Available only on Alkco units, diffuser will not distort from maintenance handling and gives the illusion of an all-light unit. Diffuser allows simple hand removal by depressing without tools. The ALKCORYLIC® diffuser is guaranteed to withstand any discoloration for a period of six years. Here's another case of Alkco's lighting innovations leading the way!

Linear Styling & Versatility

Shallow depth design of these units make them ideal for wall, shelf, under-cabinet and ceiling mounted applications where narrow profile is desired. Sleek units are devoid of extraneous ornamentation and may be placed individually or in continuous rows. Units are easily installed with mechanical fasteners such as screws, toggle bolts or expansion bolts. 100 Series, 1-lamp units have a unitized wiring/channel assembly for ease of installation and maintenance. The benefits are many: simple installation, easy maintenance, good design, and lasting quality. Key factors for a trouble-free performance.

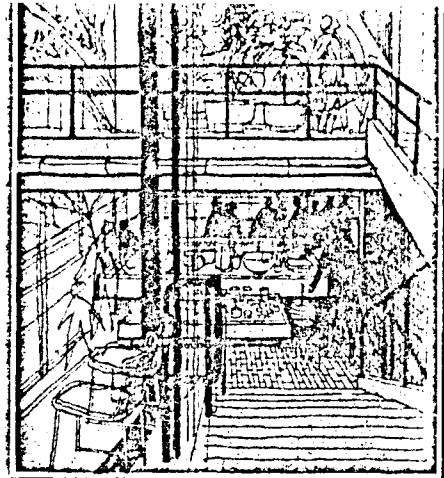


ALCO SERIES 100, 1100, 1200

SECTION

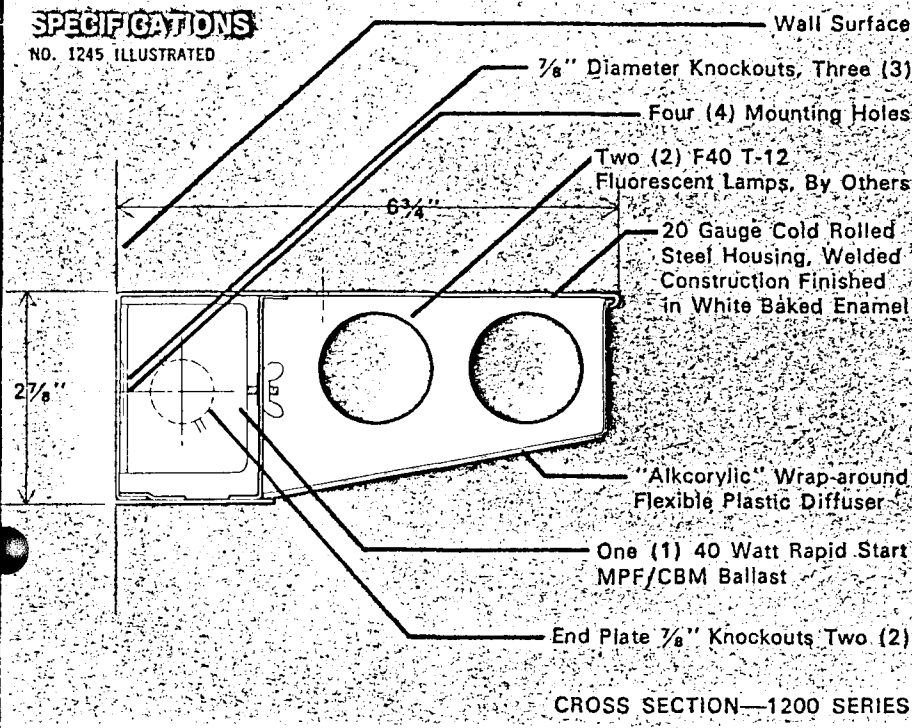
Superior Product Features

- Units in this group made of Alkco-quality construction, 20 gauge cold rolled steel in hi-gloss white baked enamel finish or satin stainless steel.
- Luminous ALKCORYLIC® "wrap-around" flexible diffuser resists cracking, chipping, distorting, breaking and discoloring. Snaps in and out without tools, simplifies relamping and cleaning.
- High & Low Power Factor Trigger & Rapid Start ballasts, U. L. approved.
- End plates are provided with knockouts for mounting in continuous rows.
- Sleek, clean styling enhances architectural spaces, defines material textures.
- Narrow profile, 2', 3' & 4' lengths, 1 & 2 lamps.
- Optional equipment available allows wide range in product feature selection for specifier.
- May be specified for under-cabinet, shelf, and wall-mounted applications.
- All 100, 1100, 1200 Series units approved by Underwriters Laboratories.



SPECIFICATIONS

NO. 1245 ILLUSTRATED



CROSS SECTION—1200 SERIES

Diagram for Knockouts and Mounting Holes

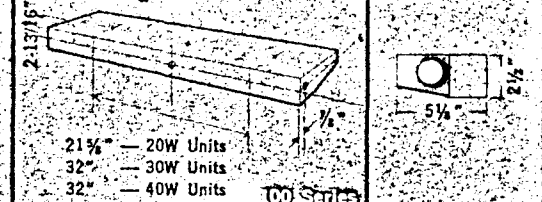
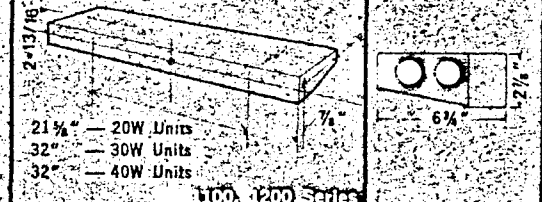


Diagram for Knockouts and Mounting Holes



OPTIONAL EQUIPMENT

DESCRIPTION	CAT. NO.
GROUNDING CONVENIENCE OUTLET	CO
CHOICE OF SWITCHES:	
TOGGLE SWITCH	SW
PUSH SWITCH	PSW
PULL CHAIN SWITCH	PCS
277 VOLT BALLAST	277V
GLR FUSE and HLR FUSEHOLDER	FUSE
RADIO SUPPRESSOR	IF24, IF-54 89G635

Ordering Information						
One (1) Lamp Units						
CATALOG NUMBER		DESCRIPTION	NOMINAL DIMENSIONS			
W.B.E.	STAINLESS		LENGTH	WIDTH	DEPTH	
125-L	122-L	1-20 Watt Low Power Factor Trigger Start	24"	5 1/4"	2 1/2"	
125-H	122-H	1-20 Watt High Power Factor Trigger Start	24"	5 1/4"	2 1/2"	
135-L	132-L	1-30 Watt Low Power Factor Rapid Start	36"	5 1/4"	2 1/2"	
135-H	132-H	1-30 Watt High Power Factor Rapid Start	36"	5 1/4"	2 1/2"	
145-L	142-L	1-40 Watt Low Power Factor Rapid Start	48"	5 1/4"	2 1/2"	
145-H	142-H	1-40 Watt High Power Factor Rapid Start	48"	5 1/4"	2 1/2"	
1125	1122	1-20 Watt High Power Factor Trigger Start	24 1/4"	6 3/4"	2 1/2"	
1135	1132	1-30 Watt High Power Factor Rapid Start	36 1/4"	6 3/4"	2 1/2"	
1145	1142	1-40 Watt High Power Factor Rapid Start	48 1/4"	6 3/4"	2 1/2"	
Two (2) Lamp Units						
1225	1222	2-20 Watt High Power Factor Trigger Start	24 1/4"	6 3/4"	2 1/2"	
1235	1232	2-30 Watt High Power Factor Rapid Start	36 1/4"	6 3/4"	2 1/2"	
1245	1242	2-40 Watt High Power Factor Rapid Start	48 1/4"	6 3/4"	2 1/2"	

ILLUMINATION DATA

100 Series—1 Lamp, F40WW						
HORIZONTAL DISTANCE FROM WALL						
	0'	1'	2'	3'	4'	5'
0'	125	50	30	17	13	
1'	120	125	72	48	25	16
2'	55	63	48	31	22	16
3'	35	42	35	28	20	15
4'	20	25	24	21	18	15
5'	15	18	20	17	16	14

1200 Series—2 Lamp, F40WW						
	0'	1'	2'	3'	4'	5'
0'	300	80	47	29	20	
1'	275	300	107	62	39	27
2'	148	160	95	59	40	26
3'	90	100	72	53	38	27
4'	60	63	52	42	31	27
5'	42	43	41	33	28	22



NO. 162 BEDLITE SPECIFICATIONS CHECK-LIST
(CHECK OFF ONE)

- ① Housing Lengths
 - 24 1/4" (20 W. Fluor. Lamps)
 - 36 1/4" (30 W. Fluor. Lamps)
 - 48 1/4" (40 W. Fluor. Lamps)

- ② No. of Lamps
 - One Up — One Down
 - One Up — Two Down
 - Two Up — One Down
 - Two Up — Two Down

- ③ Ballasts (Rapid Start or Trigger Start)
 - Low Power Factor
 - High Power Factor

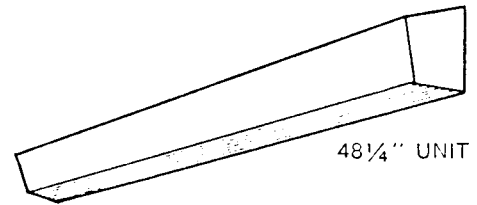
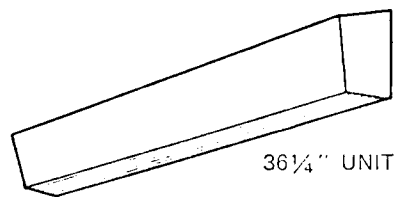
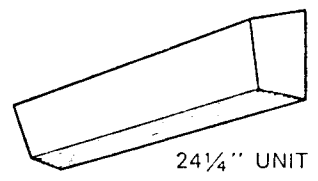
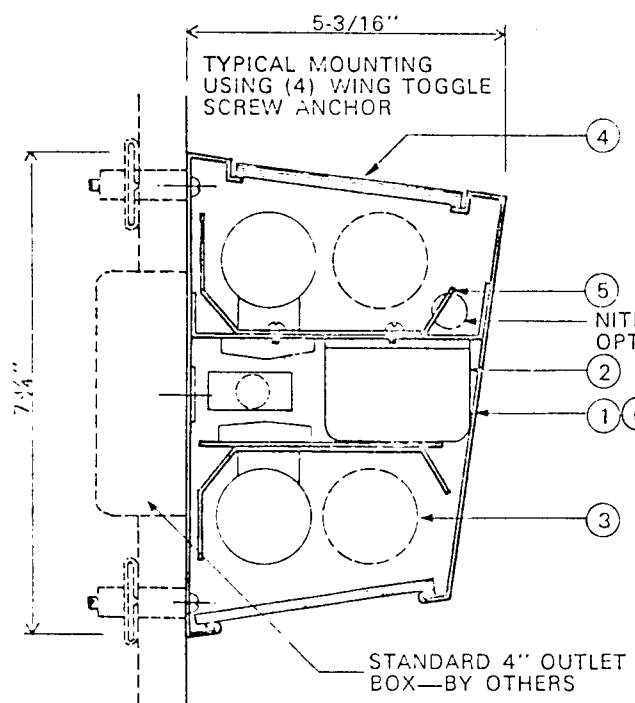
- ④ Diffusers
 - Top
 - Clear Glass (Double Strength)
 - No. 83 Crystal Ribbed Glass
 - P-7 1/8" Crystal Ribbed Plexiglass
 - P-7 3/16" Crystal Ribbed Plexiglass
 - R-7 Crystal Polystyrene (Pyramidal Pattern)
 - Lower
 - No. 83 Crystal Ribbed Glass
 - No. 99 Alba-Lite Opal Pebbled Glass
 - No. 70 Lo-Brite Crystal Glass (Pyramidal Pattern)
 - P-7 1/8" Crystal Ribbed Plexiglass
 - P-7 3/16" Crystal Ribbed Plexiglass
 - R-7 Crystal Polystyrene (Pyramidal Pattern)

- ⑤ Reflectors
 - White Baked Enamel
 - Anodized Aluminum
 - Specular Alzak

- ⑥ Finishes
 - White Baked Enamel
 - Satin Stainless Steel

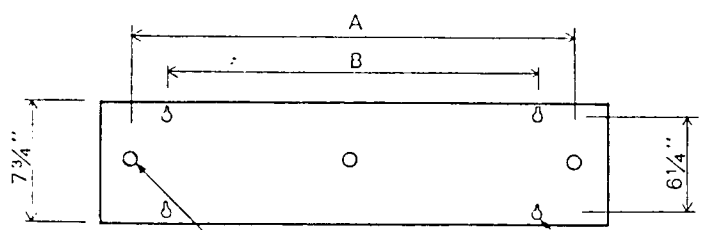
- ⑦ Other Features
 - Perforated Front
 - 4 W. Nite-Light Up (optional)

- ⑧ Pull Switch on all Units for Lower Lamps is Standard



CROSS SECTION

MATERIAL
20 GA. C.R.S. IS STANDARD



MOUNTING DETAILS

UNIT	A	B
24 1/4"	12"	18 1/2"
36 1/4"	24"	30 1/2"
48 1/4"	36"	42 1/2"

(3) 7/8" DIA. KO'S.

(4) 11/16" X 3/8" X 3/16" KEY HOLES

PROPRIETARY NOTE
Except for uses expressly granted in writing, information disclosed hereon is confidential and all rights, Patent and otherwise, are reserved by ALKCO MANUFACTURING CO.

DESCRIPTION	CAT. NO.	DRAWING TO
SERIES NO. 162 BEDLITE WALL MOUNTED FLUORESCENT		
ALKCO MANUFACTURING CO. 4224 N. LINCOLN AVE. CHICAGO, ILLINOIS 60618		B7007-A

PATIENT BEDS

adv. prime
cont only
final letter
as per Evans.
already to
Noyes

nothing done
waiting for contr.
input.
John Scott
will direct
effort.

waiting for
unit #
some as
orig. master
plan.
unit #
Playa
will
effect
this.

3/17/66 B/C Progress mtg.

Questions

in progress

✓ 1. status report on the hospital's request for a "Kalon" fire extinguishing system.

in progress

✓ 2. how much more time do we have to research the sterilizers for Unit B/C

*out time
Leath
3/16/76*

✓ 3. when can user arch. Phase II B/C space development begin.

Medical Records -
Computer? -
Business Office -

HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: March 17, 1976
SUBJECT: Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs. Kogl, Dickler, Swanson, J. Nelson, Kujawa, J. Scott, Campbell, Blanchard and Carlson.

The following items were discussed:

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
1. The Minutes of the March 3rd Progress Meeting were reviewed as follows:	
a. Item 4, Data Processing Facility.	The Hospital will continue to evaluate the layout. However no changes are anticipated.
b. Item 12, Halon Fire Protection System.	The Architects expect to have this information available for University review the week of March 22nd.
c. Item 8, Vernitron Sterilizers.	The Architects presented Kujawa with a copy of data sheets for each of the sterilizer units. This data was obtained from the Vernitron representative as a preliminary submission for evaluation.
d. Item 10, Alternate Implications.	The Hospital will report to Maupin by Friday, March 19th on the following alternates: - G-7, Omit Trash Chute - G-8, Omit Quarry Tile - G-12, Omit Certain V.A.T. - G-15, Omit Snow Melting System The Medical School will know the status of the following alternates by Monday, March 22nd: M-1, Omit Certain Core Ductwork. M-5, Omit Two Cooling Tower Cells. E-3, Omit Floor 15 Electrical Substation. E-4, Omit Elec. Work Floors 13, 14, and 15.

ITEM

ACTION/RESPONSE

e. Item 15, Radiology Voltage Stability.

The Architects will provide the requested data.

f. Item 16, Subcontractor Materials List.

The Architects will provide the information received to date for review by the Planning Office and the Hospital.

g. Item 18, Elevator No. 1.

The Architects will prepare a Modification to accomplish the revision to accommodate a larger future car.

2. The Minutes of the March 10th Progress Meeting were reviewed as follows:

a. Item 1, Project Hardware.

Bids are due Friday March 19th at 2:00 P.M. Swanson will ask Forslund to attend the bid opening. Six suppliers intend to bid the project.

b. Item 2, Lighting Schemes, approximate costs.

Sheet 1, Exam Rooms E-8, 32 rooms (\$220.00) = \$7040.00.

Sheet 2, Exam Rooms E-1, 75 rooms (\$180.00) = \$13,500.00.

Sheet 3, Exam Rooms E-1, (Alternate Tungston Halogen fixture) 75 rooms (\$200.00) = \$15000.00.

Sheet 3, Minor O.R., (as per layout submitted at the previous week's Meeting) 12 rooms (\$200.00) = \$2400.00.

Sheet 4, Minor O.R., 3 rooms (\$220.00) = \$660.00.

Sheet 5, P.A.R., the University will investigate the appropriate light level so that an approximate cost can be obtained.

c. Item 5, Construction Vibration.

John Scott will contact Copley for further data and report back. The Hospital is not performing critical surgery during the blasting time.

ITEM

ACTION/RESPONSE

- | | |
|---|--|
| d. Item 6, Church Property. | Kogl commented that the acquisition is being resolved. |
| 3. Kogl stated one of the purposes of Progress Meetings is to discuss Modifications. | The Architects will respond with information on Mods at each weekly meeting if required. |
| 4. Kogl asked who has total responsibility for color selections. | The Architects have requested a complete Materials List including samples from the Contractor. This will allow the color selections be prepared. |
| | Group II equipment including furnishings, and graphics are currently to be selected or designed by the University. |
| | John Scott will write a letter to the University outlining the necessary procedures for completing this work. |
| 5. The Architects stated that the requested revisions to the 3rd and 4th Floor windows, information and telephone booths, etc. have been completed. | Kujawa will arrange a meeting for University review of the information, probably next week. |
| 6. The Architects stated that the Auditorium Seating Contract Package would be ready to submit soon for University review. | The Architects requested that the proper personnel be assigned to review the documents. |

cc: Meeting Attendees
Paul Maupin

HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: March 24, 1976
SUBJECT: Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs. Maupin, Kogl, Dickler, Swanson, J. Nelson, Kujawa, Blanchard, and Carlson.

The following items were discussed:

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
✓ 1. Data Processing Facility.	The Hospital has transmitted information to John Scott.
✓ 2. Alternate Implications.	In accordance with the wishes of the Hospital the Architects were directed to reinstate the following alternates: G-7 (Trash Chute) G-12 (V.A.T.) E-13 (Snow Melting) The Medical School will meet with Central Administration on Thursday regarding reinstatement of other Alternates.
3. Halon Fire Protection System.	The Planning Office will arrange a meeting on Friday March 26th to review the preliminary cost estimates.
4. Radiology Voltage Stability.	
✓ 5. The Architects presented Maupin with copies of the Contractor Subcontractor Materials List.	The University should provide the Architects with any comments regarding the list.
✓ 6. Elevator No. 1.	The Architects will prepare this Mod. It is anticipated that little initial cost will be incurred.

4/21/76

ITEM

ACTION/RESPONSE

✓ 7. Finish Hardware.

The University will report Thursday on the status of acceptance of Basic Proposal A or Basic Proposal B. Kogl indicated that the University may require justification for award of Basic Proposal B.

✓ 8. Exam and Treatment Room Lighting.

Dickler reported that 100 foot candles is required over entire surface of the exam table. Kujawa will investigate the appropriate light level for P.A.R. The Hospital will resolve the funding of this revision with the Planning Office so that a directive can be given the Architect.

SEE H.C. 3/21/76

✓ 9. Construction Vibration.

Dickler expressed concern regarding lack of technical data of anticipated vibration levels. The Architects will check with John Scott regarding his contact with Copley. Kogl will meet with Park Construction when he obtains more data.

✓ 10. St. Paul Campus Interim Animal Quarters.

These will be ready in accordance with the schedule as stated by Maupin.

✓ 11. Church Property Status.

Maupin stated that resolution was close. Blanchard reported that the Architects will have a scheme ready soon for review of the Delaware Street Entrance.

✓ 12. Color Selection Status.

The Architects will check status of John Scott's reply letter to the University.

13. Hospital requested revisions to the 3rd and 4th Floor windows, information booths and telephone booths etc.

Kujawa will arrange a meeting with the Architect and the appropriate personnel to review these changes.

✓ 14. Auditorium seating Contract Package.

The Architects request that the proper personnel be assigned to review.

mtg 3/21/76

3/21/76

ITEM

ACTION/RESPONSE

- ✓15. Carlson presented Sheehy correspondence dated March 19th regarding Mod. 5-E, Diehl Hall underpinning. The January, '76 negotiations with Sheehy indicated a savings of approximately \$75,000.00. The March 19th letter indicates a savings of \$24,680.00. The ECS-2 Contractor offers a credit of \$1170.00 to revise columns which are also a part of this revision.
- ✓16. Carlson presented Sheehy correspondence dated March 19th regarding additional rock excavation and deeper footings.
- ✓17. Carlson reviewed Mod. 3-A of the Early Contract Steel-2 Contract which would add three beams in the Basement Core Structure. The additional cost quoted by the Contractor was (+) \$354.00.
- ✓18. First Floor Slab in Radiology Area.
- ✓19. The Ambulatory Surgery X-ray Units will be battery powered.
- Kogl will evaluate the cost further with Sheehy and report back to the group.
- The Architects feel that in an interpretation of the document the additional costs are not entirely justifiable. Kogl will review further with O. Hughes.
- Approval was granted to issue this Mod.
- Architects presently have on "hold" the approval of reinforcing steel shop drawings. Subsequent to this meeting it was stated by Tom Stone that the slab floor duct is of universal design and could proceed as now indicated. The Architects therefore removed the "hold" on the slab in this area.
- The Architects will prepare a Mod. to accommodate this revision and the omission of the isolation circuits.

cc: Meeting Attendees
Dick Campbell
John Scott

Handwritten note:
to contractor

MEMO TO - Unit B/C File
 MEMO BY - Dick Carlson
 DATE - March 31, 1976
 SUBJECT - Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs: Maupin, Kogl, J. Nelson, Swanson, Kujawa, Dickler, F. Trojanek, Campbell, J. Scott, Blanchard, and Carlson.

The following items were discussed:

- | ITEM | ACTION/RESPONSE |
|---|--|
| 1. Blanchard presented three schemes for the Delaware Street entrance labeled A, B and C. | Maupin will provide the Architects with a copy of the land agreement with the Church. F. Trojanek of Physical Planning will do a landscape scheme with consideration given to emergency access to the Church rear, applicability of consultants traffic study, plant materials, drainage, etc. This study must be ready for presentation to the group no later than April 20th |
| 2. Blanchard made reference to Bredemus Hardware attorney's letter to the University regarding award of the Finish Hardware Contract. | Subsequently the Architects submitted a draft copy reply to Maupin for review. Permission was given the Architects to send the approved draft reply. |
| 3. The minutes of the March 24th Progress Meeting were reviewed as follows: | |
| a. Item 1, Data Processing Facility and other related temporary storage areas. | J. Scott reported that almost all files can be accommodated without structural revisions if proper distribution of loads are observed. |
| b. Item 2, Alternate Implications. | The Architects presented Kogl with Modifications to reinstate alternates signed by the Contractor and the Architects and described as follows: |

<u>Mod</u>	<u>Alternates</u>	<u>Contractor</u>
7-E	M-2, M-16	Lamb
8-E	E-2, E-16	Premier
11-E	G-3, G-7, G-12	Sheehy
12-E	M-1, M-5, M-7	Lamb
13-E	E-3, E-4, E-5, E-15	Premier

J. Nelson requested that the "Current Status of Alternate" list dated March 15th be updated and attached to this memorandum for reference.

- c. Item 3, Halon Fire Protection System
- The Architects met with Kujawa, Swanson, and Stone on March 26th to review the preliminary study. Dickler stated that the information seemed adequate and would discuss it with the Hospital. The maximum allowable time for this decision should be 60 days.
- d. Item 7, Finish Hardware
- It was reported by the Architects that the General Contractor had made a sub-contract award to Straughan Hardware.
- e. Item 8, Exam and Treatment Room Lighting.
- Maupin will respond to Dickler's letter. Dickler will respond to Central Administration regarding his position in funding these revisions. Kujawa reported that the appropriate light level in P.A.R. should be 65 f.c. Kujawa requested further clarification from Gary Hall regarding lighting in E.N.T. and other rooms as previously requested.
- f. Item 9, Construction Vibration
- J. Scott reported he had talked with Copley regarding this and will write a memorandum summarizing the details.
- g. Item 13, 3rd & 4th Floor Windows, etc.
- The Architects met with Kujawa and others on March 29th to review the schemes. Funding of these revisions must be determined as noted in "e" Item 8 above.
- h. Item 14, Auditorium Seating Package.
- The personnel assigned to the review of these documents would be the same as the Unit A review personnel.
- i. Item 15, Sheehy correspondence regarding Diehl Hall underpinning.
- Kogl has reviewed with Ken Fick and requested a further breakdown of costs. Fick indicated cost differential is in the column caisson construction.
- j. Item 16, Sheehy correspondence regarding additional rock excavation.
- Kogl is in the process of reviewing with Ken Fick.
- k. Item 17, Mod 3-A, ECS-2 to add three steel beams.
- The Architects reported the Mod has been prepared and sent to the Contractor for signature.
- l. Item 18, First Floor Slab in Radiology Area.
- The Architects stated all Contractors were informed of removal of "hold" in this area at their Meeting on March 26th.

4. Vernitron Sterilizers

Swanson will arrange a review meeting with the Architects, Planning Office, and the Hospital. No justification to eliminate Vernitron has been compiled thus far.

5. Materials Handling System

J. Scott reported four manufacturers of competitive systems are preparing proposals for submission on April 20th. A determination will then be made which of these will be doing a further detailed proposal. The successful manufacturer will not be determined until mid-June.

6. Project Schedule

Campbell reported running into difficulties completing schedule since all information is not available from the Contractors. Indication however was given that the schedule would be complete the week of April 5th. The University cash flow schedule will be complete one week after the project schedule completion.

7. Second Floor Medical Records Framing "hold".

The Architects will prepare the Mod for submittal to the Contractors for costing as soon as the structural redesign is complete.

cc: Meeting Attendies

HSAE

MEMO TO: B/C File
MEMO BY: Dick Carlson
DATE: April 7, 1976
SUBJECT: Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs: Maupin, Campbell, Kujawa, Swanson, J. Nelson, Blanchard and Carlson.

The following items were discussed:

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
1. Church Property Status.	Maupin advised the Architects that all work in this area will be done by the University. The final schemes will be reviewed however with the Progress Committee.
2. Finish Hardware.	The Attorney representing Bredemus Hardware may request a meeting with the University. The Architects suggested that the Planning Office gather all data substantiating the use of Sargent Locks.
3. Deductive Alternates.	The Architects will complete the preparation of the updated alternate status list and send to each member.
4. Halon Fire Protection Systems. <i>4/13/76</i>	Campbell expressed concern regarding the schedule impact of incorporating this system.
5. Construction Vibration.	Campbell indicated that the Contractors intend to carry on more blasting however with lighter charges than previously used.
6. 3rd and 4th Floor Windows. Information and Telephone Booths etc.	The Architects requested University decision on the incorporation of these revisions.
7. Auditorium Seating Package.	The Architects will inform the Planning Office when the review documents are ready. David Garloff, Carl Heggstad, Bill Wik, and Bob Swanson will review the documents.
8. Vernitron Sterilizers.	Blanchard reported on the review meeting held April 5th.
9. Materials Handling System.	The data for inclusion of this system into the project schedule can be obtained from the present Contract Documents.

ITEM

ACTION/RESPONSE

10. Project Schedule. Campbell reported that the schedule was not complete however would have further report on Status at the B/C Construction Meeting April 9th.
11. Phase II Proposal. Maupin stated that the proposal to be prepared by John Scott is needed without delay.
12. Pneumatic Trash Chute. The Hospital is in the process of studying incorporation into the project. The B/C project was designed to allow this installation at a later date.
13. Interim Animal Facilities. (St. Paul Campus). Jim Nelson indicated that this facility required time to balance the systems etc. before animals could be moved in. Late delivery of air handling units could cause delay in the B/C project as well. Campbell will incorporate this facility into the project schedule.
14. Existing Radioactive Sink. Swanson was unable to establish who gave the Architects direction to remove the sink in Mayo and furthermore indicated that this existing facility should remain. The Architects will investigate this possibility.
15. Additional Proposed Modifications. The Architects will prepare a list of changes which were not included in addendums during the bid period for review with the Progress Committee.
16. Partition Types. (Plaster vs. Drywall) While the modification to revise to complete drywall partitions could have positive schedule and cost implications the maintenance and sound reduction factors should be closely evaluated.
17. Paint Systems. (Enamel vs. Latex) Reference was made to Henriquez memo dated March 12th regarding revision to latex finishes for wall surfaces. The Planning Office will evaluate whether this is desirable for the B/C project.

cc: Meeting Attendees
John Scott
Eugene Kogl
Robert Dickler

HSAE MEMO

MEMO TO - B/C File
MEMO BY - Dick Carlson and Duane Blanchard
SUBJECT - Unit B/C Progress Meeting
DATE - April 14, 1976

Present at the weekly B/C Progress Meeting were Messrs: Maupin, Kogl, Campbell, J. Scott, Kujawa, Swahson, Dickler, Blanchard, and Carlson.

The following items were discussed:

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
<i>OK</i> 1. Church Property Status	The new property lines have not been defined in the survey. Maupin will take steps to have this information provided to the Architects. Refer also to Item 16 this memo.
<i>OK</i> 2. Finish Hardware	Subsequently a Review Meeting was held on Feb. 15th with the University, the Bredemus Hardware Attorney and the Architect
<i>OK</i> 3. Deductive Alternates	The current status list dated 1 April was sent to all meeting attendees.
<i>OK</i> 4. Halon Fire Protection Systems	The Hospital is evaluating the systems presented, however they expect to reach a decision by the 15th of May. Kogl expressed concern that the NFPA manual suggests that the system designer have previous experience with such a system. A Consultant may be required for this design.
<i>OK</i> 5. Construction Vibration	Kogl has no new information. Maupin suggested that a logical solution to the problem be available for review at next weeks meeting. Kogl requested equipment vibration tolerances to evaluate against recorded values however Dickler indicated problems in acquiring this data.

ITEM

ACTION/RESPONSE

6. 3rd and 4th Floor Windows. Information and Telephone Booths, etc.

Reference was made to Henriquez memo dated 8 March regarding the window design and window treatment budget. The Architects stated that they were not in agreement with the text of the memo.

OK 7. Auditorium Seating Package

Kogl questioned the list of those assigned to review the documents.

8. Materials Handling System

Provision for clear pathways for the system is to proceed in accordance with the construction documents. If the pathways require revision to accommodate another system the major problems would occur in the First Floor Ceiling strata. Mechanical work is scheduled to begin in the north portion of this strata on 1 Oct. 1976. John Scott reviewed the selection process for this system.

Swanson to discuss critical side items. (9) Project Schedule

19 OCT 77 in file under 11 function list

The schedule is not complete. A manpower analysis will be required to complete the schedule. The current schedule however indicates that the project completion is 60 working days beyond the specified completion date. Campbell will provide the Architects with two complete copies of the work items and CPM chart.

10. Phase II Proposal

John Scott will discuss this with Maupin on April 15th.

11. Interim Animal Facilities

Completion is behind schedule and may have an impact on the B/C schedule.

OK 12. Existing Radioactive Sink

The Architects were given direction to prepare a Modification which would retain this facility

13. Additional Proposed Modifications

The Architects will meet with Swanson on April 16th to review the list of changes for presentation to the group at a later date.

ITEM

ACTION/RESPONSE

*in to be
check
4/23/76*

✓14. Partition Types. (Plaster vs. Drywall)

*use all plaster types
1-3 as per spec book
by tele. 4/21/76
only animal room remain
plaster*

Kogl will ask the Contractors to submit proof that substitution of dry wall vs. wet plaster wall construction will be consistent with University needs.

*see
2/16/76
int. spec.*

✓15. Paint Systems. (Enamel vs. Latex)

*Will have by 4/21/76
P.*

Maupin stated that the Unit B/C paint specification should be revised from oil base paint to Latex as stated in Henriquez memo dated March 12th. The Planning Office will prepare a list of painting systems desirable for revision. The Architects stated that the B/C painting specification was prepared in accordance with the current University Manual of Construction Standards.

OK ✓16. Delaware Street Status including Church Property and Plaza Development.

*Must have final layout
by May 1, 76, done in new
layout which also includes
reconstruction of existing
curb side of street
and central sidewalks*

The Architect received a copy of the Exchange Agreement concerning the Church Property. A surveyor's interpretation of the property description is required to locate the property limits. HSPO letter dated April 6, 1976 indicates that the University will assume full responsibility for the design resolution of this area. The Architect cautioned that the Change Order modifying the design requirements for this area must be completed and issued to the contractor around May 1st based upon project schedule. The University assumes full responsibility for the required change order.

OK ✓17. Centrifugal vs. Vane-axial Fans.

H. Wilcox letter of 8 April was briefly discussed in which the Architects recommend against this revision. The University may wish to evaluate this revision further.

Handwritten notes:
1/25/10
1/26/10
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2/30/10

ITEM

ACTION/RESPONSE

OK ✓ 18. Water Migration Between Floors. *2500-1010*

Swanson will arrange meetings to review the problem areas with the Architect and others. Mechanical areas should be reviewed with Hudulla and H. Wilcox input.

OK ✓ 19. Shop Drawing Logs.

Campbell expressed interest in the current status of project shop drawings. The Architects indicated that these records can be reviewed in their office.

OK ✓ 20. Hamilton Industries Casework Samples.

Hamilton correspondence dated April 7th was reviewed in which they indicated physical samples were not required. However no such a waiver was authorized by Kogl or Maupin. Subsequently the Architects wrote a reply to Sheehy requesting full compliance to the Specification and submission of samples.

OK ✓ 21. Modification 5-E, Diehl Hall Underpinning, Rock Excavation etc.

Kogl has no new information regarding these negotiations with the Contractor.

cc: Meeting Attendees

HSAE

MEMO TO: B/C File
MEMO BY: Dick Carlson
DATE: April 21, 1976
SUBJECT: Unit B/C Progress Meeting

Present at the weekly B/C Progress Meeting were Messrs: Maupin, Kogl, Campbell, Kujawa, Swanson, J. Nelson, Blanchard, and Carlson.

The following items were discussed:

ITEM	ACTION/RESPONSE
✓1. Church Property Survey.	Maupin will provide the information to the Architects.
✓2. Finish Hardware. <i>Don detail will be changed Hans HGF</i>	The Review Meeting held April 15th with Bredemus' attorney was briefly discussed. Carlson indicated hardware shop drawings are being checked and would provide a copy for Forslund's review.
✓3. Halon Fire Protection Systems. <i>Done 4/26/76 medical room no. 10005 same only</i>	The Hospital is still in the process of evaluating the systems.
✓4. Construction Vibration. <i>Sheehy Don write to write to to contact see page #12</i>	Kogl indicated that the Contractors Insurance Companies would be involved to pursue the solution.
✓5. Materials Handling System.	Systems vendors are submitting proposals next week. Some pathway conflicts may exist with each system, however the final selected system vendor must resolve the conflicts generated by selection of their system.
✓6. Project Schedule. <i>Done</i>	Campbell indicated the schedule is complete. Substantial completion of the B/C Project is therefore indicated as 19 October 1977. Substantial completion of Floors 11 and 12 is indicated as 27 July 1977. Diehl Hall remodeling should begin 1 September 1977. The schedule will continue to be "dynamic" due to strikes, or other unforeseen circumstances. Swanson requested preparation of a schedule sorted by chronological work item. The Planning Office should identify the items of User concern.

ITEM

ACTION/RESPONSE

mtg. to be scheduled

7. Diehl Hall Remodeling.

J. Nelson quoted Lyle French's statement "No one will leave Diehl Hall until a place has been provided for them elsewhere." The Architect will send Maupin a letter regarding the project design schedule. The Planning Office will evaluate the budget with reference to the last cost estimate and arrange a program meeting with the Architects.

8. Phase II Proposal.

TAC will provide Maupin with this the first week in May.

to be typed

9. Additional Proposed Modifications.

The Architect will prepare a list of these with estimated costs for review and consideration.

10. Partition Types. (Plaster vs. Drywall)

A review meeting will be held with the Contractors on Friday, April 23rd.

11. Paint Systems. (Enamel vs. Latex)

Swanson will provide this information to the Architects next week.

Planned to be scheduled by 3/30/70

12. Delaware Street Status including Church Property and Plaza Development.

A preliminary layout was presented by the Planning Office. Further development of the scheme will be continued by the University.

13. Water Migration Between Floors.

Swanson will arrange a meeting to review and identify any problem areas.

14. Modification 5-E and 6-E (Diehl Hall Underpinning and related Mechanical changes).

Kogl indicated that the negotiations had been completed and approval to proceed with the Modification was given to the Contractors. The Contractors must submit their revised cost.

15. Modification Distribution.

Kogl indicated that some preliminary Mods had not been distributed to his office. Furthermore he reiterated that all Mods should be reviewed in the Progress Meetings prior to preparation. Subsequently copies of all Mods in process were distributed to Kogl and O. Hughes (Jim Fallon).

16. Lighting Evaluation.

The Architects are developing the requested data and should have it available soon.

ITEM

ACTION/RESPONSE

17. Radiology Allowance.

The Architects requested that the program for Urology be defined. The Architects will require a minimum of four weeks to complete the documents after programming.

In Progress
18. Dampproofing Material.

Sheehy's letter of April 19th was briefly reviewed requesting substitution of asphalt in lieu of pitch base material with a proposed credit of \$1,200.00. The Architects recommended not approving this change and Kogl agreed.

cc: Meeting Attendees
Robert Dickler
John Scott

HSAE

MEMO TO: B/C File
MEMO BY: Dick Carlson
DATE: April 28, 1976
SUBJECT: Unit B/C Progress Meeting

Present at the B/C Progress Meeting were Messrs: Maupin, F. Trojanek, Kujawa, Swanson, J. Nelson, J. Scott, and Carlson.

The following items were discussed:

ITEM

ACTION/RESPONSE

*Call
4/2/76*
1. Delaware Street Entrance, Church Property, and Plaza Development.

Trojanek presented a preliminary layout of this area to the Committee and indicated that the documents would be complete Friday, April 30th. The scheme does not revise architects' grades or drainage to any extent according to Trojanek. Signage will be incorporated into the scheme. J. Scott indicated a desire to review the documents after completion. All documents will be transmitted directly to the Contractors by the University. Maupin will check status of the Church property survey for transmittal to the Architects.

Letter to be written by 5/15/76
2. Halon Fire Protection Systems.

The Hospital has completed their evaluation of the systems. Halon is desired for use in Medical Records however the concentration is still in question. A letter will be forthcoming from the Planning Office directing us to proceed.

3. Construction Vibration.

The Contractors' Insurance Companies have been notified and are pursuing the solution.

✓4. Materials Handling System.

J. Scott reported that vendors plants had been visited with Hospital Representatives. Preliminary costs and pathway systems have been submitted by the vendors. Three of the systems have similar pathways i.e. Telelift, Pathfinder, and Data-lift Systems. Some conflicts are apparent with the various systems.

✓ 5. Project Schedule.

Maupin reported that the schedule will need more detailed information. Swanson will meet with the Hospital for additional information. Maupin suggested that the Architects also prepare a list of critical items for incorporation into the schedule.

CALLER ID
ON SITE
10/22/76

Previously Campbell suggested jacking two 6" steel utility pipe connections in lieu of the buried 12" R.C.P. indicated to save schedule time. However no written proposal has been submitted to the Architects for approval as previously agreed. In the subsequent B/C Construction Meeting of April 30th, J. Hastert stated that the University does not want this revision made.

✓ 6. Diehl Hall Remodeling.

The Program Meeting will be rescheduled to allow Blanchard's attendance.

✓ 7. Additional Proposed Modifications.

Subsequently these were compiled in a memorandum dated 23 April and sent to the committee members for review.

✓ 8. Partition Types. (Plaster vs. Drywall)

→ window

Swanson and Kujawa made a survey of existing Unit A conditions. Partition types found to be unsatisfactory in reducing sound were P-3 (5/8" gypsum board single layer) and P7-A (gypsum board two layers). P-6 (3/8" gypsum lath and 1/2" plaster) was determined to be satisfactory. Based upon these findings it was stated that the Hospital would not recommend revising the partitions to drywall. The Architect suggested however that the Cavanaugh and Copley acoustic report be considered in this evaluation. Maupin suggested that a decision be deferred until Kogl could consider this information.

✓ 9. Paint Systems. (Enamel vs. Latex)

Swanson has met with the Pratt and Lambert Representative and obtained data which he transmitted to the Architects. The Planning Office will send the Architects a letter further elaborating paint specifications to be revised. It was suggested that the University standard painting specifications be revised. Swanson will contact Kopietz for this change.

ITEM

ACTION/RESPONSE

- ✓10. Water Migration Between Floors. Swanson and Carlson met to review this subject. The Architects will obtain costs from the B/C Contractors to revise all pipe sleeve extensions above the floor from ½" to 1½".
- ✓11. Modification 5-E and 6-E (Diehl Hall Underpinning and related Mechanical changes). J. Nelson asked whether this work would cause excessive vibration. J. Scott indicated that he recalled that a portion of this work was located in the restricted work area.
- ✓12. Modification Distribution. Swanson will check the list of mods that the Planning Office has and request copies of those that he does not have.
- in mail*
✓13. Lighting Evaluation. Carlson indicated that the requested information would be sent to the Committee Members before the end of the week.
- ✓14. Radiology/Urology Allowance. No further definition of the program has been compiled to date according to Kujawa.
- ✓15. Radioactive Sink and Hood. The Architects indicated that this Mod is in process.
- ✓16. Interim Animal Facilities. (St. Paul Campus) Maupin indicated these facilities would be ready according to schedule.
- Discussed in meeting 4/11/60*
✓17. Revision of Lights and Ceiling heights in Animal Hospital Operating Rooms. The Architects indicated that preliminary cost data would be reviewed at next week's meeting for this revision.
- ✓18. Centrifugal vs. Vane-Axial Fans. Brief reference again was made to H. Wilcox April 8th letter regarding this revision and the complex implications. Maupin stated that he would have a decision on this matter by next week.
- ✓19. Modification 19-A. Brief description was given by the Architects concerning coordination revision to rectify ceiling clearance in the Basement. Total cost of all contracts is estimated to be (+) \$260.00. Approval was granted to proceed with the Mod.
- ✓20. Minneapolis Star Article regarding B/C. Briefly reviewed.

cc: Meeting Attendees
Eugene Kogl
Bob Dickler

Dick Campbell
Duane Blanchard

HSAE

MEMO TO: B/C File
MEMO BY: Dick Carlson
DATE: 5 May 1976
SUBJECT: Unit B/C Progress Meeting

Present at the Weekly B/C Progress Meeting were Messrs: Maupin, Kogl, Kujawa, J. Nelson, Swanson, Dickler, Blanchard and Carlson.

The following items were discussed:

ITEM	ACTION/RESPONSE
✓1. Delaware Street Entrance, Church Property, and Plaza Development.	Maupin indicated nothing to report on status of this item.
✓2. Halon Fire Protection Systems.	The Planning Office will provide the Architects with a description of the desired revisions. Halon is desirable for use in Medical Records, however will be installed in the future.
✓3. Project Schedule.	Swanson in working with the Hospital has compiled a list of items which are considered as having schedule impact. The Architect should compile a similar list for presentation.
✓4. Diehl Hall Remodeling.	The Program Meeting was held this date. Cost data will be developed by the Architect and the Planning Office.
✓5. Additional Proposed Modifications.	The Architects presented a list of twenty-one items dated April 23rd. Items which result in no additional cost or are deductive costs were approved for issue as Modifications. Maupin stated that the other listed items will be held for a 30 day consideration period. Campbell later indicated after checking with the Contractors that only Item C-7 (Revision of finishes in Room 1-317 Urology Support) would have schedule impact. Furthermore, the Architects will identify those items which can be suggested for being provided outside the B/C Contracts.
✓6. Partition Types. (Plaster vs. Drywall)	The relative merits of each were briefly discussed. Kogl and the Hospital will review further.

ITEM

ACTION/RESPONSE

- 5/12/70
- ✓7. Paint Systems.
(Enamel vs. Latex)
- ✓8. Water Migration between Floors.
- ✓9. Lighting Evaluation.
- ✓10. Interim Animal Facilities.
(St. Paul Campus)
- ✓11. Revision of Lights and Ceiling Heights in Animal Hospital Operating Rooms.
12. Centrifugal vs. Vane-Axial Fans.
- ✓13. Vernitron Sterilizers.
- ✓14. Elevator Floor Directory.
Do 2 letters on this, one to C. Manning, one to [unclear]
- ✓15. Hospital Classroom.
(Room 9-158) *11/270*
- ✓16. Proposed Modification regarding Heat Shaft.
- ✓17. Drilled Caissons in Lieu of Formed Caissons.
- The Planning Office will submit data and direction to the Architects soon.
- The Architects have sent a letter to the B/C Contractors requesting cost evaluation of extending all sleeves to 1½" above floors. The Mechanical Contractor has volunteered to provide all sleeves thus.
- The Architects have sent a summary letter dated April 30th regarding this evaluation.
- Briefly discussed.
- The Architects reported an estimated additional total cost of this revision to be approximately \$600.00 including the General and Electrical Contracts. The Planning Office will review the estimated costs with Dr. Manning.
- Kogl will investigate further and bring to a conclusion and report the results.
- A review meeting will be held on May 20th with the Vernitron Representatives, the Architect, and the Users.
- University Interiors will provide the Planning Office with the revision to the Directory insert for review and approval.
- Swanson will verify assignment of this room and report back.
- The Architects presented a brief description of the new drainage provisions. A total estimated cost of approximately \$1500.00 was stated. Subsequent approval was granted to issue this Mod. (28-E) for a quotation.
- In view of Kogl's approval of drilled caissons some additional detailing is required for the caisson caps. The Architects will log the time applied to this revision separately if required for later identification. Sheehy will review with Tri-State for approval of this method.

HSAE

MEMO TO - Unit B/C File
MEMO BY - Dick Carlson
SUBJECT - Unit B/C Progress Meeting
DATE - 12 May 1976

Present at the B/C Weekly Progress Meeting were Messrs: Maupin, Kogl, Campbell, Kujawa, Swanson, J. Nelson, J. Scott, Blanchard, Carlson.

*Some By mail
info to
Swanson
1976*

ITEM	ACTION
①. Delaware Street Entrance, Church Property and Plaza Development. <i>Will review drawings in mtg. 5/20 or 21/76</i>	The documents for this change have not been completed by the University. Swanson will check progress with Jerry Nelson. A copy of the document will be sent to the Architects.
2. Halon Fire Protection Systems. <i>See how with May 18, 76 Response</i>	The Planning Office will send the Architects a letter regarding the desired revisions.
→ ③. Project Schedule.	The Architects indicated a desire to have copies of the schedule based on "early start", however Campbell indicated this sorting is still preliminary. The Architects reviewed a list of critical items for inclusion into the schedule. This list will be finalized and put in memorandum form.
4. Mayo Court Traffic Circle. <i>Arch. systems to be as per in case with proposal in 1976</i>	The Architects will check clearances available for bus traffic and automobile parking. → <i>Point of a car can be in the circle.</i>
5. JOML Construction Limits.	Kogl indicated that a Mod. should be written to incorporate these limits however the Architects stated that the University to date has not approved the Design Development Phase of this project.
→ ⑥. Partition Types. (Plaster vs. Drywall)	Kogl and the Hospital are still evaluating this. Swanson will arrange to have the openings around outlet boxes etc. sealed in the Unit A tested partitions to see if performance is improved.

- | | |
|---|---|
| 7. Paint Systems.
(Enamel vs. Latex) | Swanson has obtained data and it will be forwarded to the Architects. |
| 8. Water Migration Between Floors. | The Architects have requested quotations on extending pipe sleeves. |
| 9. Lighting Evaluation. | The Hospital is in the process of reviewing the data supplied by the Architects. |
| 10. Revision of Lights and Ceiling Heights in Animal Hospital Operating Rooms.
<i>4666 ± includes 4000</i> | Funding for this revision is not finalized. The Architects will take no further action until notification from Maupin. |
| 11. Centrifugal vs. Vane-Axial Fans. | Kogl indicated that the revision to Vane-Axial Fans is in process and that the Contractor will design and be responsible for the systems. The Architects will provide a supplementary list of concerns regarding this revision. |
| 12. Vernitron Sterilizers. | Review Meeting is still set for May 20th with Vernitron, the Architect, and the Users. |
| 13. Elevator Floor Directory.
<i>discussed in meeting</i> | The University will revise a Unit A directory for evaluation.
<i>schedule not determined</i> |
| 14. Hospital Classroom.
(Room 9-158) | Swanson is evaluating assignment of this room. |
| 15. Proposed Modification regarding Heat Shaft. | The Architects have issued this Mod. (28-E) for quotations. |
| 16. Drilled Caissons in lieu of Formed Caissons. | This revision has been approved by Kogl. |
| 17. Construction Vibration. | No further word has been obtained from the Contractors Insurance Companies. |
| 18. Audiology Clinic Proposed Modification. | The Architects indicated an estimated amount of \$2200.00 is required for this revision. |
| 19. Future Progress Meetings. | Campbell requested that the time for future meetings be at <u>10:00 AM</u> rather than 10:30 AM to allow his attendance at a later meeting. Everyone agreed to this change. |

*Mod. 28-E
to be issued
by 5/20/76*

*2/2/76
sample*

cc: Meeting Attendees
Robert Dickler

MEMO TO - UNIT B/C File
MEMO BY - Dick Carlson
DATE - 18 May 1976
SUBJECT - Unit B/C - Additional Events for Inclusion in the Project
Schedule

<u>ITEM</u>	<u>Description</u>
1.	Install Materials Handling System (Including proposed loop to Mayo Hospital)
2.	Approval of shop drawings of priority materials and equipment. a. Elevators (Unit A took 8 months) b. Architectural Precast Concrete c. Hollow metal doors and frames d. Curtain wall e. Metal Fabrications f. Mechanical Equipment g. Electrical Equipment
3.	University acceptance of vane-axial fans in lieu of centrifugal fans. a. University approval of redesign b. Architects approval of all related shop drawings.
4.	Completion of connections and interfaces of all adjacent buildings. a. Diehl Hall at Second Floor b. Todd Wing at Second Floor c. Masonic Hospital at Second Floor d. Mayo Garage Corridor to Emergency at Second Floor e. Animal Corridor to K/E at Basement f. Service Corridor to K/E at First Floor g. Unit A and B connections at all applicable floors h. Link to Mayo at Fifth Floor
5.	Completion of Site Areas a. Delaware Street b. Mayo Court Phasing c. JOML Southeast Tower interface and related work d. Access to VFW/Masonic loading dock
6.	Completion of Diehl Hall Remodeling

HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
DATE: 19 May 1976
SUBJECT: Unit B/C Progress Meeting

Present at the B/C Weekly Progress Meeting were Messrs: Kogl, Campbell, Kujawa, Dickler, Swanson, J. Nelson, Blanchard and Carlson.

ITEM

ACTION/RESPONSE

1. Project Schedule.

The Architects presented Campbell with a memorandum dated May 18th entitled "Additional Events for Inclusion in the Project Schedule". Phased submittals of shop drawings were briefly discussed. Campbell will contact J. Scott to arrange a meeting regarding Materials Handling System. The Architects received two copies of the recent "work start" sorted schedule.

2. Delaware Street Entrance, Church Property and Plaza Development.

The Planning Office will arrange a meeting to review the Street and Plaza Contract Documents. Kogl indicated that the Minneapolis City Council has reviewed the church parking lot land exchange.

3. Halon Fire Protection Systems.

Kujawa reported that a response regarding these systems will be formulated by May 31st.

4. Mayo Court Traffic Circle.

The Architects reported that the problem of turn-around clearance with bus/automobile parking would be studied and reviewed with the University. A policy decision regarding automobile parking in the circle will be required however from the University.

5. JOML Construction Limits.

The interfaces of this project with the B/C Contract were discussed. The limits must be established when the JOML design development phase is approved.

6. Partition Types.
(Plaster vs. Drywall)

Swanson and Kujawa will have test equipment set up in Unit A for further evaluation of the existing partitions. A decision on this proposed revision will be forthcoming shortly.

7. Paint Systems.
(Enamel vs. Latex)

Swanson has supplied the Architects with the necessary data for the Modification.

ITEM

ACTION/RESPONSE

8. Lighting Evaluation.

The Hospital is still in the process of reviewing this information.

9. Water Migration Between Floors.

Sheehy has verbally indicated no additional cost for extending the pipe sleeves. Mechanical and Electrical Contractors have not replied.

10. Revision of Lights and Ceiling Heights in Animal Hospital Operating Rooms.

Swanson has reviewed the revision and the additional costs with Dr. Manning. Approval was given to the Architects to write the Modification.

11. Centrifugal vs. Vane-Axial Fans.

The Contractor is in the process of developing a design proposal. The Architects have submitted their concerns and these are being considered according to Kogl. The Contractors intention is to match the acoustic performance levels of the present design.

12. Vernitron Sterilizers.

A review meeting will be held on May 20th. Vernitron has not submitted shop drawings to date.

13. Hospital Classroom.
(Room 9-158)

According to Swanson this room is assigned as a general classroom.

14. Elevator Floor Directory.

The University is in the process of evaluation.

15. Drilled Caissons in lieu of Formed Caissons.

Tri-State correspondence dated May 11th was briefly reviewed. They indicate non-acceptance of responsibility to pay for any further engineering services if required. Any deviations however will be approved by the University and the Architects. The Architects will also be compensated for this time.

16. Construction Vibration.

No further information is available to date. No recent complaints have been registered from the Users.

17. Diehl Hall Second Floor Tunnel Demolition.

The University must remove x-ray files in this area before demolition can begin. The coax data cable in this area must also be relocated. Dickler indicated concern on lack of sufficient notification for pre-planning the move.

Campbell has developed a "Fragnet" network diagram which describes the construction logic and requested that the Hospital and the Planning Office assist in establishing certain critical dates.

ITEM

ACTION/RESPONSE

~~18.~~ Audiology Clinic Proposed Modification.

The Hospital is still in the process of evaluation.

~~19.~~ Plaza Waterproofing Membrane Modification.

Kogl will prepare an outline of the desired design for submission to the Modification and revision to the HLM membrane.

Kogl furthermore indicated that the University intends to replace the existing sub-surface membrane over Mayo Garage with a new three-ply membrane.

~~20.~~ Group I Equipment.

Kujawa indicated that the Hospital and the Planning Office have completed review of this equipment. The Planning Office will forward comments to the Architects shortly. Certain listed items may affect shop drawing approvals.

~~21.~~ Additional Proposed Modifications.

The Planning Office will forward correspondence to the Architects describing these additional modifications.

~~22.~~ Field Painting of Structural Steel Connections.

Sheehy has offered a credit of \$5700.00 for field painting of structural steel connections as outlined in their correspondence of May 18th. The Architects indicated to Kogl that the proposal had their approval. Instruction was given to the Architects to prepare the Modification.

~~23.~~ Shell Space Waste Line Plumbing.

The Architects were given direction to prepare drawings which would further define locations of shell space waste lines. Kogl previously gave the Architects direction to add shell space floor drains since later installation would be difficult. The Phase II program must therefore consider the drains and waste lines as fixed locations unless additional cost for revision of these features is anticipated.

~~24.~~ Ambulatory Surgery X-ray Units - Modification.

Kogl inquired about status of this modification. The Architects will expedite its preparation.

25. Finish Hardware.

The Architects expressed concern that Forslund is apparently working directly with Straughan Hardware. Revisions which have cost implications are being made without the Architects involvement. The Planning Office should reaffirm these review guidelines.

Talk to [unclear]?

cc: Paul Maupin
John Scott
Meeting Attendees

HSAE

MEMO TO: Unit B/C File
MEMO BY: Dick Carlson
SUBJECT: Unit B/C Progress Meeting
DATE: 26 May 1976

Present at the B/C Weekly Progress Meeting were Messrs: Maupin, Kogl, Campbell, Kujawa, J. Nelson, Blanchard, and Carlson.

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
✓1. Project Schedule	Campbell indicated that finish work of Mayo Court is scheduled for 1977.
✓2. Halon Fire Protection Systems	Kujawa will supply the Planning Office with all the necessary data next week.
✓3. Partition Types (Plaster vs. Drywall)	Partitions will be revised to dry-wall construction. Kogl will incorporate these changes into a letter to the Architects describing the modification. Dickler stated that he is opposed to this revision unless the drywall partitions perform acoustically as well as the plaster walls. Kujawa and Swanson will compile a list of those walls which should remain plaster.
<i>D-12/</i> 4. Painting Systems (Enamel vs. Latex)	The Architects have this Modification in process.
✓5. Lighting Evaluation	Kujawa has sent a letter to the Architects requesting further information.
✓6. Centrifugal vs. Vane-Axial Fans	Merz is in the process of reviewing the design proposed by the Contractor for this revision. Kogl reported that no major changes in ductwork design and layout is anticipated.
✓7. Vernitron Sterilizers	The review meeting with Vernitron was held on May 20th. Vernitron will submit the shop drawings and respond to the Users questions.

8. Hospital Classroom
(Room 9-158)
- The Planning Office should check the assignment with Garloff & Macaulester. Dickler stated that the Hospital requires the use of this space.
- ✓9. Construction Vibration
- The Contractor will make a saw cut before demolition of the Animal Hospital according to Kogl. This technique will also be used at Diehl Hall demolition areas. The Contractors' Insurance Company will monitor effects of demolition Kogl thought.
- ✓10. Diehl Hall Second Floor Tunnel Demolition
- The University will have x-ray files moved by June 10th. The Contract will place a pedestrian barrier at E W line and demolition will begin at the East end of the tunnel.
- Relocation of communication cables in this area have a schedule impact.
- ? Campbell reported that the Contractor is being restrained one month currently due to delay in moving animals and the communication cable work.
- ✓11. Audiology Clinic Proposed Modification
- The Hospital is still in the process of evaluating.
- ✓12. Plaza Waterproofing Membrane Modification
- Kogl will send the Architects a letter describing the revision.
- ✓13. Elevator Floor Directory
- The University is evaluating.
- ✓14. Field Painting of Structural Steel Connections
- In addition to the \$5700.00 credit offered for omission of field painting of steel connections, the ECS Contractor, Crown Iron has offered \$2500.00 for omission of shop painting of the remaining steel perimeter members. Kogl stated that the decision could be made by the Architects regarding the \$2500.00 credit.
- ✓15. Shell Space Waste Line Plumbing
- The Modification to add shell space floor drains should proceed. A verbal cost for these drains should however, be obtained from the Contractors. The Modification will also include provision for more accurate location of waste lines presently in the Contract.

✓16. Ambulatory Surgery
X-Ray Units Modification

The Modification has been sent to the Contractor for quotation.

✓17. Finish Hardware

Maupin will resolve any conflicts with these procedures.

✓18. Delaware Street Entrance,
Mayo Court Traffic Circle

John Scott will provide an alternative to the present scheme. Kujawa expressed concern regarding the present Mayo traffic circle adequacy, a Delaware/Harvard turn-around facility, a Delaware entrance control station, and a bus turn-around at the Powell Cul-de-sac. All these concerns will be discussed when J.Scott's solution is reviewed.

✓19. Construction Strikes

Campbell reported that the steel fabricators, plumbers, and fitters all anticipate strikes which will undoubtable affect the project schedule.

20. Modification 14-P
Second Floor Framing for
Medical Records

Carlson reported the total cost of this Mod. to be an additional \$12,783.00. The form has been sent to the Contractors for signature. All three Contractors involved in this change (General, ECS, and ECS-2) were notified previously by phone to proceed with the Mod.

✓21. Urology 1-318 and
Urology Support 1-317

Dickler confirmed that these rooms would not be completed in accordance with this program function however would probably have a radiographic function in the future. The Hospital will use this area for temporary storage. The Architects will develop a modification to omit certain specialized features of this area.

✓22. Radiology/Hospital
X-Ray Equipment

The Planning Office and the Hospital will meet to discuss the X-ray equipment Contract and procedures. The Planning Office will check the equipment shop drawings for this Contract.

✓23. Fourth Floor Pediatrics
Clinic Revisions

The Hospital has requested a comparative analysis for the completion of an exam room adjacent to Pediatrics. The room should contain an exam type lavatory and a minimum of three 30 amp circuits. Two locations will be evaluated i.e. Shell Space 171 and Shell Space 208.

- ✓24. Modification 5-E and 6-E (Diehl Hall Underpinning and Related Mechanical Changes) The Architect needs clarification of the final cost credit so the Modifications can be processed.
- ✓25. Modification Costs:
- a. Mod 10-P, Revise size glass lites in Waiting Room Doors. Add \$321.00. Approved
 - ✓ b. Change C-67, Provide curb reinforcing in air chambers floors 10 and 15. Estimated Cost add \$2300.00. Approved
 - ✓ c. Change C-66, Provide 6" concrete slab at Stair G above mechanical shaft, Second Floor West. Add \$2500.00. Approved
 - ✓ d. Change C-77, Provide security enclosure Cart Storage Rooms 1-79 and 1-80. Estimated cost add \$2500.00. Approved
 - ✓ e. Change C-78, Provide incandescent lighting and dimmer controls in Opthamology Clinic, Rooms 9-105, 9-106, and 9-125. Estimated cost add \$4500.00. Approved
- ✓26. Floor 5, Core 31, Access Door Conflict Access Door No. 31 will be moved from the North to the South side of this core to eliminate the structural framing conflict. Little additional cost is anticipated. Approval was granted to proceed with the Modification.

cc: Meeting Attendees
 Robert Dickler
 John Scott
 Robert Swanson

HSAE

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 16 June 1976
SUBJECT: Unit B/C Progress Meeting
NOTE: No meetings were held on 2 or 9 June 1976.

PRESENT: Maupin, Kogl, Dickler, Kujawa, Nelson, Swanson,
Satorius, Campbell, and Blanchard.

ITEM	ACTION/RESPONSE
✓1. Project Schedule.	<p>Project is on schedule. Schedule network for Mayo Animal Quarters Demolition has been prepared by Campbell with an early start of 9 August 1976 indicated. The start may be delayed based upon completion of interim animal quarters which is scheduled for late September.</p> <p>HSP0 and Contractors need to evaluate construction schedule further for alternatives such as using the unoccupied JOML animal spaces.</p> <p>Delaware Street is scheduled for opening 20 July 1976.</p> <p>Occupancy for Floors 11 and 12 is scheduled for July 1977. Primary access to area will be from Unit A. The second means of egress will be resolved later.</p>
✓2. Halon Fire Protection Systems. <i>ONLY EST. \$6000.00 AS OF 23 JUNE 76.</i>	<p>The Hospital has sent a letter to HSP0 summarizing their requirements. HSP0 is evaluating information to transmit final direction to the Architect.</p>
✓3. Partition Types. (Plaster vs. Drywall)	<p>The room list by Hospital and HSP0 indicating rooms requiring plaster was given to the Contractor by Kogl for their evaluation. The Architect will prepare a Mod. when the cost credit and scope of work is resolved.</p>
✓4. Painting Systems.	<p>Architect developing modification to change Specified Systems to Latex Systems.</p>
✓5. Lighting Evaluation.	<p>The Hospital has provided HSP0 and the Architect with a memo indicating additional data desired which is being evaluated by both HSP0 and the Architect.</p>

ITEM

ACTION/RESPONSE

- | | |
|---|---|
| ✓6. Centrifugal vs. Vane-Axial Fans. | The U of M is proceeding with the change. The Architect has provided additional information to the U of M regarding shop drawings and interface conditions.

The U of M intends to provide a letter to the Architect regarding the concerns stated in the TAC letter dated 21 May 1976. |
| ✓7. Vernitron Sterilizers. | No response to questions provided by Users as of this date. No shop drawings have been submitted as of this date. Haldeman-Homme has previously indicated that this information would be available the week of June 7th. |
| ✓8. Hospital Classroom. (9-138) | HSPO evaluating room status. |
| ✓9. Audiology Clinic Proposed Modification. | The Hospital is evaluating. |
| ✓10. Plaza Waterproofing Membrane Modification. | The Architect has received a letter from Kogl describing changes desired. The Architect is currently evaluating design change and developing appropriate modification description. All design concerns will be discussed prior to finalizing modification. A meeting is suggested for late next week. |
| ✓11. Painting of Structural Steel Components and Members. | The U of M has approved the additional credit of \$2500 for omitting the painting of all remaining structural steel still in the shop. The Contractor has been so advised. A Mod. will be written. |
| ✓12. Shell Space Floor Drains Provided under Mod. 32-E. | Preliminary costs received are as follows:
40 Drains at \$185 Ea. = \$7400.00. |
| ✓13. Revise X-Ray Units in Ambulatory Surgery to Battery Powered. | Modification 31-E has been sent to the Contractor for costing. |
| ✓14. Mayo Court Traffic Circle Design. | The Architect will have some design proposals next week for evaluation. This will include some related JOML considerations. HSPO indicated that the new Mayo Entrance should be included in the design solution. |
| 15. Construction Strikes. | Campbell indicated that there have been no strikes which have affected the project schedule. |
| ✓16. Urology Rooms 1-318 and 1-317 Modification. | The Modification is being cost evaluated by Architect and Contractors. |

ITEM	ACTION/RESPONSE
✓17. Radiology-Hospital X-Ray Equipment.	A meeting will be required with the Hospital and HSPO.
✓18. Fourth Floor Pediatrics Clinic Revisions.	Cost data has been given to Kujawa for evaluation and direction.
✓19. Diehl Hall Underpinning Change. (Mod. 5-E and 6-E)	Clarification of final cost credit required. Kogl will advise Architect as soon as possible of final resolution.
✓20. Change to the Glass Vision Panel at Waiting Room Doors. (Mod. 10-P)	The Hospital would prefer the 10" wide glass lite to be located 10" inside the door edge in lieu of the 5" indicated. The Hospital will review this item with John Scott.
✓21. Shop Drawing Review Procedures.	Shop drawings which the Hospital and HSPO wish to review will generally be reviewed at HSAE. Division 15 (Mech) and 16 (Elec) items must be reviewed with the appropriate engineering and construction personnel to insure that all U of M review comments are coordinated to a single position or direction for action by the Architect.
✓22. Materials Transportation System Provisions.	Floor opening requirements for the systems under consideration require different provisions. The associated floor area on Floors 3-9 may be put on hold to minimize future costs to modify the openings.
✓23. Modification to the Floor Sleeve Requirements.	<p>The Contractors have indicated that the extended sleeve height from $\frac{1}{2}$" to $1\frac{1}{2}$" will cost additional money.</p> <p>Mechanical - \$4,125.00 Electrical - \$2,942.38 General - No Response</p> <p>See HSAE letter to Kogl dated 18 June 1976.</p>
✓24. Schedule Items which are Critical: <ul style="list-style-type: none"> a. Invert Verification. (Hastert and Wilcox) b. Bus Duct Shop Drawings. c. Circuit Breaker shop Drawings. 	The Architect will check status and expedite if possible.
✓25. Mayo Hospital Address must be changed.	HSPO will review problem with all appropriate parties.
✓26. Coin Operated Locker Provision.	HSPO is evaluating need and future status. Subject lockers were omitted by Change Order.
✓27. Student Locker Provision.	There are none in the project.

ITEMACTION/RESPONSE

- | <u>ITEM</u> | <u>ACTION/RESPONSE</u> |
|---|--|
| 28. Fire Management Room -
Floor 3. | The Hospital and HSPO have approved the revised layout. The Contractors have been instructed to construct this area in accordance with the modification layout. |
| ✓ 29. Unit B/C Phase II
Planning Status. | HSPO expects to discuss proposal with TAC next week. |
| ✓ 30. Unit A Construction
Provisions. | ✓ The remodeling in Unit A is complete except for the Animal/Freight Elevator.

✓ The Architect should develop a modification which makes all the required changes to the subject elevator.

✓ HSPO will evaluate the planning changes to insure that all space requirements have been resolved. |

cc: Meeting Attendees
John Scott

HSAE

MEMO TO: Unit B/C File
 MEMO BY: Duane E. Blanchard
 DATE: 23 June 1976
 SUBJECT: Unit B/C Progress Meeting
 PRESENT: Messrs; Maupin, Kogl, Dickler, Kujawa, Nelson, Swanson,
 John Schleif (Hospital), Scott, and Blanchard.

ITEM	ACTION/RESPONSE
✓1. Project Schedule. <i>Equip. ship Sept. 3, 76 not ready before end of Sept.</i>	Efforts are being made to improve the interim animal quarters construction schedule so that facility will be ready by the end of July to meet the Unit B/C Demolition Schedule. No additional schedule information from previous comments.
✓2. Revised Fire Protection Systems. <i>They to locate con. ball panel in rept. room.</i>	No Halon System will be used at this time. Current changes are limited to on/off sprinkler heads and ionization detectors per Kujawa's memo received 7 June 1976. The changes requested are estimated to cost an additional \$6000. The Hospital and Kogl will review the requirements and provide final direction to the Architect as soon as possible.
✓3. Partition Types. (Plaster vs. Drywall)	Sheehy Construction Co. Letter of June 18, 1976 recommends veneer plaster at rooms previously listed by HSPO/Hospital as requiring plaster. HSPO and Kogl will review and then provide the Architect with final direction for issuing a modification. Final direction will include scope and cost credit approved.
✓4. Painting System Change to Latex.	Change in process.
✓5. Lighting Evaluation.	The Architect expects to complete their evaluation of Kujawa's memo dated 21 May 1976 this week. This will complete all items related to the overall evaluation of lighting provisions. Final direction will be provided to the Architect after the Hospital has reviewed the subject response.
✓6. Change of Building Fan Systems.	Kogl indicated that the U of M will respond to HSAE (Nielsen) letter, dated 2 June 1976, regarding shop drawings and interface conditions. A response to the TAC letter dated 21 May 1976 will be provided later.

ITEM

ACTION/RESPONSE

- See Scott after mtg.
7. Vernitron Sterilizers. *See drawing of unit 1st week of July.*
8. Hospital Classroom. (9-138)
9. Audiology Clinic Proposed Modification.
10. Plaza Waterproofing Membrane Modification.
11. Mayo Court Traffic Circle Design.
12. Radiology-Hospital X-Ray Equipment.
13. Fourth Floor Pediatrics Clinic Revision.
14. Diehl Hall Underpinning. (Mod. 5-E and 6-E)
15. Glass Vision Panel at Waiting Room Doors. (Mod. 10-P)
16. Materials Transportation System Status.
- No further information has been provided by the Contractor. Maupin will contact Ray Stryker of Haldeman-Homme and request his presence at the Next Progress Meeting for direct response as to sterilizer status.
- HSP0 and TAC will check program status of room.
- The change has been authorized by the Hospital and HSP0 for processing.
- The Architect is reviewing and evaluating detail conditions regarding this proposed change. Our investigation to date has uncovered a number of problem areas which must be resolved. The Contractors letter dated 21 June 1976, requests that this change be resolved soon.
- A meeting is planned for next week with all concerned parties to review the proposed change for final resolution and direction from the University.
- The Architect presented two design solutions to accommodate cars standing at the curb and the large M.T.C. bus. The Hospital and HSP0 approved the design with the smaller traffic circle allowing cars to be parked at the curb beyond the bus loading location. The Architect will develop the design for final implementation.
- The Hospital and HSP0 are continuing to work on this item.
- The Architect will clarify cost data previously given to Kujawa. The Hospital and HSP0 will provide final direction to the Architect after all items are clarified. (Carlson discussed item with Kujawa on 29 June 1976.)
- The Architect is waiting for approved cost credit amount to finalize the Mod.
- Scott will review item with Kujawa for resolution. $7\frac{1}{2}''$ vs $10''$
- The Hospital will be reviewing final data with Architect (Scott) for direction this week.

ITEM	ACTION/RESPONSE
✓17. Floor Sleeve Modification.	All existing sleeves provided in accordance with the contract shall not be changed under the Mod.
✓18. Unit B/C Phase II Planning Status.	TAC provided HSPO with a draft proposal at a subsequent meeting. Planning efforts should begin soon.
✓19. Status of Subcontractor Materials Lists.	The Sub/Mat lists are not complete and the Architect suggests that some affirmative action should be taken by the University to finalize these lists. The project cannot be properly administered without complete and final lists. Kogl will evaluate status for U of M action.
✓20. Color Selection	The status of the color selection was discussed using TAC's letter dated 21 June 1976 as a basis for the discussion. The issuance of color selections for the B/C Contracts will be restrained until a color palette has been established and the method of coordinating color selections have been determined. The restraint of color selections could cause Construction Schedule problems or delays. Maupin and Kogl will review status of University color selection items and the method which will be used to coordinate all selections.
✓21. Transom Panels Over Doors.	The method of fastening transom panels was discussed. It was agreed that the final Unit A method was preferred. The Architect will review item with the Contractor.
✓22. Floor Vibrations.	Jim Coggins has indicated concern regarding floor vibrations such as the ones experienced in Unit A. The Unit A problems were apparently installation problems which are now being corrected. The subject item does not appear to be a design problem.
✓23. Construction Contingency Report.	HSPO will provide a report next week and weekly thereafter.

cc: Meeting Attendees

HSAE

MEMO TO: Unit B/C File

MEMO BY: Dick Carlson

SUBJECT: Unit B/C Progress Meeting

DATE: June 30, 1976

Present: Messrs. Maupin, Kogl, Dickler, Kujawa, J. Nelson, Swanson, D. Turnock, Schlieff, Walgenbach, Campbell, J. Scott, Blanchard, Carlson, and Ms. Satorius.

ITEM

ACTION/RESPONSE

/ 1. Vernitron Sterilizers.

Darrell Turnock of Haldeman-Homme, Inc. indicated that he would be the local representative since Roy Stryker is hospitalized. Turnock submitted a list of installations to the Architect and further data on the Project Sterilizers which are attached. Turnock requested this and any additional data on the sterilizers be kept confidential.

Sterilizer Shop Drawings will be submitted to the General Contractor this week. Twelve sets are required.

Maintenance/Operation manuals will be furnished with the units.

No further delay in submission of Shop Drawings is anticipated as stated by Turnock.

Sterilizer 294-C should be revised in accordance with Kujawa's letter of May 21st. The Architect will prepare this Modification.

Turnock briefly stated the local and factory service qualifications for this equipment. All information and replies to the Architect's letter of May 17th will be submitted to the Architect in writing.

/ 2. Project Schedule.

Campbell stated that the Interim Animal Facilities would not be ready until the end of September. This delay will restrain the demolition of the existing Animal Facilities.

A new schedule will be printed this week according to Campbell.

ITEM

ACTION/RESPONSE

- | ITEM | ACTION/RESPONSE |
|--|--|
| / 3. Revised Fire Protection Systems. | The Architects should proceed with providing estimated costs for incorporating the revisions to the systems as outlined in Kujawa's memo sent to HSAE on June 17th. |
| / 4. Partition Types.
(Plaster vs. Drywall) | The Contractor is in the process of providing additional information to Kogl. |
| / 5. Lighting Evaluation. | The Architects will provide a final summary of additional cost for all rooms listed in Kujawa's memorandum. |
| / 6. Change of Building Fan Systems. | Kogl indicated that Merz would write a response to John Scott's letter regarding this revision. |
| / 7. Plaza Waterproofing. | A review meeting was held with Kogl, the Contractors, and the Architects to analyze this revision. The Architects will proceed with the modification preparation. |
| / 8. Mayo Court Traffic Circle Design. | The Architects are currently developing the final documents for this design. Delaware Street will not be opened until Union Street is closed and the Animal Quarters are demolished. This will now occur about Oct. 1, 1976. |
| / 9. Diehl Hall Underpinning.
(Mod. 5-E, 6-E, and 1-A
"ECS-2") | The Contractor is in the process of providing additional cost data to Kogl. |
| / 10. Glass Vision Panel at
Waiting Room Doors.
(Mod, 10-P) | The doors will be constructed as indicated on the Mod. document. |
| / 11. Unit B/C Phase II
Planning Status. | The Planning Office is evaluating the draft proposal submitted by the Architects. |
| / 12. Status of Subcontractor
Materials List. | Submission of this data is still incomplete. |
| / 13. Color Selection. | Maupin and Kogl will finalize color selection process this week. The Architects will request University review and approval of certain critical color selections. |
| / 14. Construction Contingency
Report. | Ms. Satorius indicated that the original project contingency fund was \$541,420.00 and the remaining fund is now \$411,831.00. Kogl challenged these figures and Satorius agreed to revise them accordingly for the next meeting. |
| / 15. Elevator Operating Panel. | The Architects reviewed correspondence from Lerch, Bates & Associates, Inc. requesting reinstatement of the second operating panel in each car. Maupin requested that the Architects forward a copy of the letter for further consideration. |

ITEM

ACTION/RESPONSE

16. Radiology/Hospital
X-Ray Equipment.

Swanson stated a concern regarding the schedule for purchase of this equipment and the procedures involved.

17. Mechanical Field Changes.

Kogl will re-establish lines of communication with Hastert for the orderly processing of revisions as they relate to the Mechanical Contract.

18. Preliminary Modification
Forms.

Kogl stated that the preliminary Modification forms have not been sent to him. The Architects will resolve this matter.

cc: Meeting Attendees



MALDENHAM - HORNBE, INC.

450 INDUSTRIAL BOULEVARD

MINNEAPOLIS, MINNESOTA

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Model R2038CPY-1 General Purpose
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Bacteriology Department
Ames, IA 50010

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Contact: Paul C. Hartman,
Acting Chairman

Worthington Regional Hospital
Worthington, MN 56187

B3636RPY-1M General Purpose-Bulk
12/75
Contact: G. L. Pritchett, P.A.

VERNITRON CARL

*
HALDEMANHOME MPS

ATT: D TURROCK
REF: UNIVERSITY OF MINNESOTA
UNIT B/C

2.5

1. ALL NECESSARY GAS HOSES ARE FURNISHED.

NEW ITEM

1. DETAILED DESCRIPTION OF EACH UNIT PROPOSED WILL BE INCLUDED IN THE SUBMITTAL.

2. A. ALL UNITS WILL CONFORM TO THE APPLICABLE FEDERAL SPECIFICATION COVERING THAT TYPE OF STERILIZER. COPIES OF FEDERAL SPECIFICATION, TO FOLLOW:

- B. ALL PHASES - DOUBLE CHECKING OF INDICATING-RECORDER CONTROLLER WITH POTENTIOMETER.

- C. SPORE TESTS SHOULD BE DONE ON A WEEKLY BASIS.

3. THE SERVICEMAN FROM HALDEMAN-HOMME HAS BEEN TRAINED AT THE FACTORY AND HAS EXTENSIVE EXPERIENCE ON EQUIPMENT PROPOSED.

43889,-) '34;8:8,& 8' -)'9 -;-8)-?)3 9, -, 3.34&3,:6 ?-'S' \$49.
REGIONAL SERVICING IS ALSO AVAILAEL ON AN EMERGENCY BASIS FROM ADJACENT TERRITORY ON A 24-36 HOUR NOTIFICATION. FACTORY SERVICE IS AVAILABLE ON A 48 HOUR NOTIFICATION. VERNITRON MEDICAL PRODUCTS CAN PROVIDE AN IN-HOUSE TRAINING PROGRAM FOR THE UNIVERSITY OF MINNESOTA STAFF FOR A PERIOD OF TWO DAYS IN THE OPERATION, MAINTENANE AND CARE OF EQUIPMENT.

4. HALDEMAN-HOMME TO SUPPLY

5. MANUALS WILL BE FURNISHED WITH UNITS.

6. SHOP DRAWINGS WILL BE INCLUDED IN SUBMITTALS.

THE DATA CONTAINED IN THIS CORRESPONDENCE IS PROPRIETARY AND MUST NOT BE DISCUSSED WITH PERSONNEL OUTSIDE THE UNIVERSITY OF MINNESOTA.

D SMITH

VP MARKETING

CORRECTION: SENCND LINE FROM THE BOTTOM SHOULD READ: NOT BE SHOWN OR DISCUSSED WITH

VERNITRON CARL

*
HALDEMANHOME MPS

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HALDMNHOME MPS

VERNITRON CARL

ATTENTION: D. TURROCK
REF: UNIVERSITY OF MINNESOTA
UNIT B/C

2.3 WASHER-STERILIZER NO. S-270 16 X 16 X 26

1. THE WASHER STERILIZER WILL ACCEPT A 14" RING BASIN.
2. THE DOOR INCLUDES A PRESSURE SAFETY LOCK AND A MECHNAICAL LOCK TO PREVENT THE DOOR FROM BEING OPENED DURING THE WASH CYCLE. THE DOOR CANNOT BE OPENED AT THE BEGINNING OF THE WASH CYCLE.

3

.THE WASHER STERILIZER INCLUDES A SOAK CYCLE TO LOOSEN DEBRIS AND GROSS SOIL FROM THE INSTRUMENTS.

4. THE CHAMBER INCLUDES A MANUALLY OPERATED DRAIN LINE. THE CHAMBER CAN BE DRAINED IF UNIT MALFUNCTIONS.

5. BOTH STEAM AND WATER SUPPLY LINES INCORPORATE MANUAL SHUT OFF VALVES

6. THE UNIT IS FURNISHED WITH LARGE CAPACITY DRAIN FUNNEL THAT EXTENDS INTO THE FLOORDRAIN.

7. THE DOOR IS MADE OF STAINLESS STEEL WHICH IS THE SAME MATERIAL THAT IS USED BY OTHER STERILIZER MANUFACTURERS FOR THEIR LARGE STERILIZERS. STAINLESS STEEL DOORS ARE STRONGER AND ARE NOT SUSCEPTIBLE TO FATIGUE CRACKING OR CAVIATION WHICH IS POSSIBLE IN BRONZE CASTINGS. STAINLESS STEEL WILL NOT RUST IF PROPERLY CLEANED AND IS HIGHLY RESISTANT TO RUST AND OXIDATION. THE CHAMBER IS MADE OF NICKEL CLAD.

8. THE PIPING IS ALL COPPER OR BRASS.

9. OUR UNIT IS UL AND CSA LISTED.

MORE TO FOLLOW

HALDMNHOME MPS

VERNITRON CARL

V

VERNITRON CARL

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HALDMNHOME MPS

ATT: D TURROCK

RE: UNIV OF MINNESOTA
UNIT B/C

2.4 HIGH VACUUM STERILIZER NO. 20" X 20" X 38"

1. THE UNIT IS A 20" X 20" X 38" SINGLE DOOR HIGH VACCUM MECHANICAL AIR REMOVAL STERILIZER. THE UNIT WILL BE MANUFACTURED TO BE RECESSED THROUGH ONE WALL AND SHALL INCLUDE S.S. CABINET PANELS WHICH ARE REMOVEABLE WITHOUT THE USE OF TOOLS. THE REAR CLOSURE PANEL IS NOT INCLUDED IN THE SPECS SINCE STANDARD CABINET MODEL STERILIZERS ARE NOT FULLY ENCLOSED. THE SPEC'S DID NOT STATE OTHERWISE.

2. THE AUTOMATIC CONTROL CAN BE OPERATED MANUALLY IF THERE IS ELECTRICITY TO THE VACUUM PUMP.

3. THE PROGRAM CONTROL SHALL BE PROVIDED WITH CYCLE SELECTOR BUTTONS AS FOLLOWS; FAST EXHAUST FOR UNWRAPPED GOODS AND DRYING FOR WRAPPED ARTICLES AND PACKS. THE SEQUENCE AS DESCRIBED IN ITEM 3 IS FOLLOWED.

4. THE STERILIZER INCLUDES AN INDICATOR CONTROLLER WHICH INCLUDES THE RANGE REQUIRED.

5. OUR STANDARD EXPOSURE TIMER IS 0-60 MINUTES BUT A 0-90 MINUTE TIMER CAN BE PROVIDED WITHOUT ADDITIONAL COST.

6. OUR STANDARD DRYING TIMER IS 0-60 MINUTES BUT A 0-90 MINUTE TIMER CAN BE PROVIDED WITHOUT ADDITIONAL COST.

7. SEE ITEM 7 OF 2.3.

8. MANUAL SHUT OFF VALVES HAVE REMOVEABLE TEFLON SEATS.

9. STEAM, WATER AND WASTE LINES ARE COPPER OR BRASS.

MORE TO FOLLOW

VERNITRON CARL

*
HALDMNHOME MPS

V

VERNITRON CARL

*
HALDMNHOME MPS

ATT: D TURROCK

REF: UNIVERSITY OF MINNESOTA
UNIT B/C

2.5 STERILIZER NO. 'S-310 ETO. 20 X 20 X 38

1. THE UNIT USES A MIXTURE OF 88-0/0 FREON AND 12-0/0 ETO AS THE STERILIZING AGENT. *All necessary gas hoses are furnished.*

2. THE UNIT INCLUDES CYLINDER CONDITION INDICATING LIGHTS, AND COMES COMPLETE WITH ALL NECESSARY COMPONENTS FOR CONNECTION OF THE AUTOMATIC CYLINDER CHANGEOVER TO THE STERILIZER.

3. THE UNIT INCLUDES AUTOMATIC OVERTEMPERATURE PROTECTION. WHEN THE TEMPERATURE IN THE CHAMBER EXCEEDS 145 DEGREES F. THE CYCLE ABORTS, A WARNING LIGHT GOES ON AND A BUZZER WILL SOUND. THE VACUUM PUMP WILL BE ENERGIZED AND FILTERED AIR IS INTRODUCED INTO THE CHAMBER AND THE GAS IS EVACUATED AND THE TEMPERATURE IS REDUCED TO 130 DEGREES F.

4. THE UNIT IS CSA APPROVED AND IS BEING EXAMINED BY U.L.

5. SEE ITEM 7 OF 2.3.

6. CYCLE TIME IS 2 HOURS PLUS DEPENDING ON MATERIAL BEING STERILIZED.

7. MANUAL SHUT OFF VALVES INCLUDE REMOVEABLE TEFLON SEATS.

8; ALL TESTINGS SHALL BE PERFORMED IN ACCORDANCE WITH FEDERAL SPECIFICATION GS-S-1344A DATED NOVEMBER 1975.

MORE TO FOLLOW TOMORROW MORNING

NITRON CARL

VERNITRON CARL

*
HALDMNHOME MPS

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ITEM	ACTION/RESPONSE
4. Partition Types. (Plaster vs. Drywall)	Kogl will inform Contractors to proceed with partition revision to drywall with exceptions noted in Swansons letter of June 2nd. The partitions noted will be veneer plaster.
5. Lighting Evaluation.	The Architect will develop a summary of the rooms and systems previously presented for final evaluation and direction from the Planning Office.
6. Change of Building Fan Systems.	The Architect will submit all related shop drawings to the University for their evaluation.
7. Plaza Waterproofing.	The Architects have this mod in process and will present a draft to Kogl and the Contractor for review and comments. The Plaza details of the Unit A south recesses will be sent to Kogl for evaluation.
8. Mayo Court Traffic Circle Design.	The Architects have this mod in process.
9. Diehl Hall Underpinning. (Mod 5-E, 6-E, and 1-A "ECS-2")	The Architects are awaiting confirmation of final costs from the Contractors so that these related mods can be processed.
10. Glass Vision Panels at Waiting Room Doors. (Mod 10-P)	This mod has been resolved to the satisfaction of the Hospital and the Architect.
11. Unit B/C Phase II Planning Status.	The Planning Office is evaluating the proposal.
12. Status of Sub Contractor/ Materials List.	The Mechanical and Electrical Contractors are very slow in the submission of complete lists.
13. Color Selection.	It has been determined by the University that the Unit B/C color palette will be similar to Unit A. Bill Bowen of Interior Design will review and approve color selections.
14. Construction Contingency Report.	Kogl and Satorius will meet to determine the actual amounts available. A copy of a preliminary report dated June 30th was given to the Architects.
15. Elevator Operating Panel.	Lerch, Bates correspondence requesting reinstatement of second control panel was previously submitted to Maupin. Kogl indicated that he would check the desired panel mounting height since this code requirement was recently revised.

ITEM	ACTION/RESPONSE
✓ 16. Radiology/Hospital X-Ray Equipment.	The Planning Office and Hospital are proceeding as rapidly as possible.
✓ 17. Preliminary Modification Forms.	KogI indicated some are being sent to Morrill Hall. All such correspondence should be mailed to the 611 Delaware Construction Office.
✓ 18. Stair Tower and Miscellaneous Electric Lock Provisions.	Blanchard reviewed the current provisions for electric locks. Steve Carlton is currently developing a security system study for the Hospital. The Architects expressed concern that the security study should be complete and comprehensive to be of effective use.
✓ 19. Mayo Court Project Interfaces.	Campbell requested further information on the JOML Mechanical Towers. JOML site limits were discussed and would be clarified in the JOML documents and their relationship to the present B/C contracts will be resolved.
✓ 20. Construction Vibration.	Twin City Testing is monitoring the demolition of the Diehl Hall tunnel but has not supplied any reports to date.
✓ 21. Demolition of Existing Animal Facilities.	An alternate solution to this delay in the schedule is being pursued by the Planning Office.
✓ 22. Information Booths and Telephone Kiosk Provisions.	Provisions of funding for these changes has not been resolved.
✓ 23. Future Progress Meeting Schedule.	The Architect suggested that meetings be held every other Wednesday rather than every week and would therefore coincide with John Scotts visits to Minneapolis. This suggestion was approved and will be adopted for future meetings.

cc: Meeting Attendees
 John Scott
 Robert Dickler
 Robert Swanson

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 21 July 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messrs; Maupin, Kogl, Kujawa, Nelson, Campbell, Swanson
Scott, Blanchard, and Ms. Satorius.
NOTE: Next Progress Meeting Wednesday, 4 August 1976 at 10:00 AM.

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
✓1. Project Schedule.	No change in the completion date for the interim animal quarters (late September). The delay in the animal quarters does not affect the overall project schedule. The delay may however increase the construction cost. The next updated schedule will be prepared in approximately 3 weeks.
✓2. Vernitron Sterilizers.	All requested information has been provided by Vernitron and forwarded to HSPO and the Users for evaluation. Items forwarded; shop drawings, operating manuals, government specifications, service contract and answers to User questions. A meeting will be held on 28 July 1976 to transmit to the Architect all User review comments. A modification is being developed to change Sterilizer 294-C to a High-Vac Sterilizer.
✓3. Revised Fire Protection System.	A modification is being developed based upon final direction from U of M.
✓4. Partition Type Change. (Plaster to Drywall)	The changes desired have been resolved and a Mod. (41-E) will be issued for costing this week.
✓5. Lighting Changes in Clinics.	The Architect will develop a summary indicating the rooms to be modified and the changes required for final review and direction by the Hospital and HSPO. ARE THE FIG GIVEN IN ARCH. LAYOUT PROPOSAL GOOD ENOUGH.

ITEM	ACTION/RESPONSE
✓6. Change in Building Fan Systems.	Shop drawings have been forwarded to the U of M for review evaluation. The Architects requested a response to the TAC letter dated 21 May 1976. An Owner response will be provided by the next Progress Meeting. <i>MTG. HELD 10/25/76.</i>
✓7. Plaza Waterproofing.	A rough draft of the modification changing the plaza design was provided to the Contractor and Kogl for review and comments. The final mod. will be written when all review comments and final direction is given to the Architect.
✓8. Revised Mayo Court Design.	The revised design is being developed by the Architect. <i>REVIEWED BY UOFM 8/3/76 APPROVAL GIVEN.</i>
✓9. Diehl Hall Underpinning.	The final mod. with cost breakdown data was forwarded to U of M this past week.
✓10. Unit B/C Phase II Planning Status.	A meeting is scheduled with the Architect on 3 August 1976 to review the proposal submitted by TAC. The Hospital and Med. School indicated that several Phase II elements need to be complete at the same time as the Phase I completion.
✓11. Sub/Mat Lists.	The Sub/Mat lists are not complete. The Architect will assist in identifying items which are not complete.
✓12. Color/Material Selection.	The Unit A color palette will be used on Unit B/C. The Hospital should identify any special color needs. Elevator cab colors have been selected.
✓13. Construction Contingency Report.	No report. Kogl, LeMay, and Satorius will be meeting later this week to finalize. A full report will be available at the next meeting.
✓14. Elevator Operating Panel.	The final maximum height was established at 54 inches. The Architect will so note on shop drawings.
✓15. Radiology Equipment. (By Owner)	The Hospital and HSPO are meeting today to discuss subject further. <i>MTG. W/ TRALE COUNCIL WILL BE HELD.</i>
✓16. Stair Tower and Miscellaneous Electric Lock Provisions.	The Architect will verify the locking provision on the stair tower doors to the roof.
✓17. Mayo Court Work Schedule.	The original schedule indicated that no Mayo Court Plaza work would be done until the summer of 1977. The Contractor is re-evaluating this intent. An updated schedule is required since this work affects other work planned in this area

ITEM	ACTION/RESPONSE
✓18. Construction Vibrations.	A report has been provided to the University by Twin City Testing.
✓19. Demolition of Existing Animal Facilities.	The demolition schedule is related to the completion of the interim animal quarters. HSPO is still checking other possibilities to improve schedule.
✓20. Information Booths and (Tel. Kiosk Provisions.)	No resolution of item for final direction to the Architect.
✓21. X-Ray Shielding Provisions at the Floor.	HSPO is checking into this item further with Jerry Steiger. RUBBER MAT. TO BE USED - SEE EQUIP.
✓22. Security Proposal for Hospital Clinic Spaces.	The Security Proposal for the clinics is nearly complete by Stephen Carlton. LETTER TO CARLSON
✓23. Floor 7 Completion Schedule.	The current schedule is in conflict with the Floor 7 Contract Requirement. Campbell indicates that this will be corrected.
→ ✓24. Telephone Layouts on Floor 3.	Bob Mackey checking the layouts. CONDUIT SIZE (see item #19. 10/19/76) QUESTIONED.
✓25. Floor 10 Access by Elevator No. 6.	Controlled access required. Architect will check control method. WILL BE PROVIDED @ AN EXTRA COST.
✓26. Fourth Floor Pediatrics Clinic Addition.	Architect provided Hospital with cost estimate on 16 July 1976. a. Room 171 Location + \$4560.00. b. Room 208 Location + \$7440.00. Revision is on hold until the Hospital provides HSPO with formal approval.

cc: Meeting Attendees

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 4 August 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messrs; Maupin, Kogl, Dickler, Nelson, Hodges,
Swanson, Scott, Blanchard, and Ms. Satorius.
NOTE: Next Progress Meeting Wednesday, 18 August 1976 at 10:00 AM.

ITEM

ACTION/RESPONSE

1. Project Schedule.

A revised Project Schedule will be completed this week for distribution. The revised schedule will include the changes to the Mayo Court Area and floor completion sequence including Floor 7.

The intermin animal quarters schedule may be improved from the late September date. A revised schedule should be available by the next Progress Meeting.

The Architects, HSPO and the Hospital indicated great concern regarding the major schedule changes which are occurring without input from them. The change in the Floor 1 Schedule has major implications related to bidding the Materials Transport System and X-Ray Equipment.

The Architect indicated that the proper coordination of the Floor One ceiling elements was a significant factor in the future change order costs related to the Materials Transport System (MTS). Changing the schedule for Floor One will make it more difficult to coordinate the ceiling elements with the MTS Contractor.

Changing the Mayo Court construction schedule will affect the JOML-A (Mechanical Towers) Contract interface with the B/C Contract.

- Based upon the schedule concerns discussed it was agreed that the schedule manager should provide a Schedule Narrative for the entire project listing key (milestone) events such as site construction, floor construction sequence, completion dates of major elements, etc. The type of items listed should be ones of general interest to the Architect, the Users, HSPO and other planning groups. Narrative should be provided to all parties attending the B/C Progress Meetings and up-dated bi-weekly as required.
2. Vernitron Sterilizer.
- Shop drawings have been checked and will be returned to the contractor this week noted, "Revise and Resubmit". User comments provided 28 July 1976 have been included in our review.
- Additional User comments and requested clarifications are to be given to the Architect for transmission to the contractor as soon as possible.
- The U of M has some current experience with Vernitron on the Veterinary Science Building in St. Paul. Concerns related to this installation will be given to the Architect for transmission to the Contractor.
- The modification to change Sterilizer 294-C to a high-vac unit will be ready shortly for review and costing.
3. Revised Fire Protection System Modification.
- The mod. will be issued as soon as possible by the Architect for costing.
4. Partition Type Change.
- Mod. 41-E was issued for costing by the Contractors. Copies were provided for U of M review use.
5. Lighting Changes in the Clinics.
- The summary list indicating all proposed changes, including costs, will be provided to the Hospital and HSPO as soon as possible for modification direction.
6. Change In Building Fan System.
- A meeting was held on 2 August 1976 and all responsibility concerns were resolved. The Architect will write a letter summarizing the understandings. The U of M expects to write a modification for this change based upon the final shop drawings approved by the University. The checking of shop drawings and field coordination of the fan system and related components will be the responsibility of the University.

ITEM

ACTION/RESPONSE

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| ✓ 7. Plaza Waterproofing Membrane Change. | HSAE apparently has all responses to the modification rough draft. The final mod. will now be prepared for costing and final approval. |
| 8. Revised Mayo Court Design. | A meeting was held on 3 August 1976 and the presented design was approved. The Architect will prepare a mod. for the change.

NOTE: This mod. became critical because the Contractor changed his construction schedule for the court area from summer 1977 to this summer. |
| 9. Delaware Street Entrance to Complex. | HSPO (Swanson) indicated that all design documents will be completed for review at the next Progress Meeting. The Architect indicated concern regarding the proposed retaining wall at the S.E. corner of Unit A. |
| 10. Unit A Air Shaft Grating. | Modification 42-E indicates how the grating will be reused. |
| 11. Folding Partition Mod. 9-P. | The mod. changing Type B to Type A was approved. The additional cost is \$2,283.00. |
| 12. Fourth Floor Pediatrics Clinic Addition. | Action on this proposed mod. is expected by the next Progress Meeting. |
| 13. Information Booths and Tel. Kiosk Provisions. | No resolution of items for final direction to the Architect. Costs have been given to the Hospital for evaluation (verified later).
*a. Telephone Kiosks - \$ 675.00.
b. Brochure Case Added \$1500.00.
*c. Changes to Information Decks \$2800.00.
*NOTE: Shop drawings are now submitted. |
| 14. Floor Sleeves. | Kogl indicated that the mechanical costs have been reviewed and found satisfactory. The Architect should prepare a final mod. indicating that all existing installed sleeves per C.D. shall remain. |
| 15. Materials Transport System. | The Hospital expects to make a decision by early next week regarding the manufacturer selection for the M.T.S. The Hospital assumes that a final contract decision will occur by 1 Sept. 1976. |
| ✓ 16. O.R. Expansion. | The Hospital has indicated a desire to provide for O.R. expansion between Unit C and the Hospital above the Unit B/C Plaza. The Architect is evaluating the implications of a modification to the B/C Contract to structurally accommodate such an addition. |

ITEM

ACTION/RESPONSE

- The subject change has schedule implications. The Architect is evaluating this change based upon the current schedule. Changes in the schedule for this area could affect the evaluation and the cost to make the change.
17. Floor 2 Admissions Area. The Hospital may wish to change this area if the business office is added as part of the initial B/C Phase II work. The Architect was asked to put this area on a construction hold until the area is resolved.
- 18. Floor 3 Telephone Provisions. HSPO (Swanson) indicated that the University is re-evaluating the telephone conduit capacity for this area. *2-14" conduits*
19. Floor 10 Access by Elevator No. 6. The Architect indicated that key control will be provided. The standard U of M best key cylinder will be used. The Contract will provide a key control at no change in cost and a mod. will not be required.
20. Stair Tower Doors and Other Miscellaneous Doors at Roof Level. The Architect reviewed the door locking provisions as follows:
- a. Stair Towers - Locked on stair side.
 - b. Service Cores - Locked on roof side.
 - c. Mech. Rooms - Locked on room side.
 - d. Elev. Rooms - Locked on roof side.
21. X-Ray Shielding at Floor. HSPO indicated that any additional x-ray shielding required will be provided by shielding mats by the Owner.
- 22. Additional Proposed Modifications. The Architect suggested that action should be taken on the proposed modifications listed in HSAE's memorandum dated 23 April 1976 and discussed at the 5 May 1976 Progress Meeting. Maupin indicated the HSPO and the Hospital would review list and provide direction at the next Progress Meeting.
23. Radiology Equipment. (By Owner) The radiology equipment has not been ordered yet. The contract installation requirements (Union Labor) have not been resolved.
24. Security Proposal for Hospital Clinic Spaces. The security proposal by Stephen Carlton is now completed. HSPO will provide the Architect with a letter requesting an evaluation of the proposal and the estimated cost included in the proposal.
25. Urology Rooms. Dickler requested that the Architect provide a status report on the urology rooms at the next meeting.

ITEMACTION/RESPONSE

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| 26. Contractor Sub/Mat Lists. | The Sub/Mat lists are still not complete. The Architect has provided information to the Contractors indicating items not complete. |
| 27. Color/Material Selection. | The submittal of color/material samples still is not complete. The Architect is developing the overall color schedule. Priority items should be identified by the Contractors or schedule manager for early selection if required. |
| 28. Unit B/C Contingency Report.1 | A report dated August 1976 was presented by HSPO. Copies were provided to all present. |
| 29. Unit B/C Phase II. | A meeting was held 3 August 1976 on the proposed Phase II work. TAC will complete their proposal with a proposed time schedule. HSPO will have a meeting on 20 August 1976 with the Users to update the various programs. There appears to be 3 program categories as follows:
a. Programs funded and ready now.
b. Programs ready in 12 months.
c. Programs with schedules unknown.
The Architect has been authorized to begin work on some programs already. |

cc: Meeting Attendees.

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 18 August 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messers Maupin, Kogl, Dickler, Nelson, Hodges, Swanson, Kujawa,
Scott and Blanchard
NOTE: Next Progress Meeting Wednesday, September 1, 1976 at
10:00 AM.

ITEM

ACTION/RESPONSE

1. Project Schedule

Campbell stated that the basic project schedule has not been changed as a response to the schedule concerns indicated at the last progress meeting. Some schedule elements have been modified to improve overall schedule. An updated schedule will be available tomorrow. The schedule narrative will be available in a couple of days.

The schedule manager will provide critical dates for M.T.S. contract.

The schedule manager will provide a schedule for the Mayo Court construction.

- a. Sequence is North half first followed by the South half.
- b. Animal quarters demolition to start 1 Oct. 1976.

HSPO will advise the Hospital as to the revised bus routes and time schedule. The Hospital will make the necessary sign changes, etc.

The Hospital is concerned about short and long term bus access to Powell Hall. Bather Ringrose is apparently doing an updated traffic study which may relate to the bus need. The Hospital will evaluate further and forward their concerns to HSPO.

✓ 2. Vernitron Sterilizers.

A modification draft copy for revising sterilizer S-294C was provided to all parties for review and approval.

ITEM

ACTION/RESPONSE

- The additional user comments or concerns regarding Vernitron Sterilizers have not been forwarded to the architect yet.
- HSPO reported that all concerns regarding Vernitron Sterilizers at the Veterinary Medicine Building in St. Paul have been resolved.
3. Revised Fire Protection System Modification. The architect has not had time to prepare the mod. yet.
4. Partition type change. No final mod. cost provided yet.
5. Lighting changes in the Clinics. The architect expects to complete the summary of changes in the next 5 to 10 days for review and direction.
6. Change in building fan system. The complexity of this change is becoming more apparent as the days go by.
7. Plaza waterproofing membrane change. The architect is now preparing final mod. to issue for cost credit. HSAE engineers have some concerns regarding the Court subdrainage. A meeting may be required to settle the differences in opinion.
8. Revised Mayo Court design. The final mod. and drawing was issued 18 August for field use and costing.
9. Delaware Street Entrance to Complex. HSPO reported that the design solution documents are not available for review. HSPO will check status of this work.
10. Unit A Air Shaft Grating. Grating being changed under mod. 42-E.
11. Folding Partition Mod. 9-P. Mod. forwarded to U of M for signatures.
12. Fourth Floor Pediatrics Clinic Addition. The Hospital will be sending HSPO a letter requesting a different area for this addition.
13. Information Booths and Tel. Kiosk Provisions. All changes were approved for a modification.
a. Tel. Kiosks - Contingency Fund
b. Brochure Case - Funded by Hospital
c. Information Desks - Funded by Hospital
14. Floor Sleeves The architect will issue modification as soon as possible.
- Done ✓ 15. Materials Transport System The decision to go ahead has been made. The contract award date is not known at this time. HSPO will check as to what review process will be required for the contract documents.

ITEM

ACTION/RESPONSE

- The Floor 1 schedule change will affect the final M.T.S. costs. All mechanical (ducts and pipes) conflicts will be resolved by the mechanical contractor at no cost change.
16. O.R. Expansion. The architect is proceeding with design changes for a future modification. The architect needs schedule information for this area to insure minimum schedule implications.
17. Floor 2 - Admissions Area. The architect has put the area on a field construction hold. The Hospital should evaluate the change to determine if materials and fabrication should be put on hold.
- a. H.M. frames, doors and hardware
 - b. Plastic laminate casework
 - c. Tackboard
 - d. Wicket (security) window
- The Hospital will evaluate and advise architect as soon as possible.
- ✓18. Floor 3 - Telephone Conduit Capacity. Swanson needs to discuss item with Hall for resolution.
- ✓19. X-Ray Shielding at Floor. HSPO indicated that this item is still unresolved.
20. Additional proposed Modifications. HSPO directed the architect to develop all items on the 23 April list into modifications.
21. Radiology Equipment (by Owner) No report.
22. Security Proposal for Hospital Clinic Spaces. The architect has not had a chance to evaluate proposal as requested.
- ✓23. Urology Rooms:
1-318 Urology
1-317 Urology Support
- The architect was directed to develop a modification as follows:
- a. Omit casework
 - b. Omit X-408 Unit
 - c. Omit Mill Shelf unit
 - d. Omit sink unit
 - e. Add lights, switches and outlets.
- The cost savings for the above changes should be approximately \$4,000.
- ✓24. Contractor Sub/Mat. Lists. The sub/mat. list are still not complete. The architect has provided information to the contractors indicating items not complete.

ITEM

ACTION/RESPONSE

- | ITEM | ACTION/RESPONSE |
|--|--|
| 25. Color/Material Selection. | Color and materials are being selected by the architect. Contractor samples are still incomplete. The contractor or schedule manager should identify critical colors for selection. |
| 26. Contingency Fund Report. | No report provided. |
| 27. B/C Phase II Work. | The B/C Phase II work was discussed. Kogl indicated that he would like to see the Phase II construction schedule as soon as possible for job coordination use. |
| 28. Hospital Address Change. | HSPO will check status of change. |
| 29. Miscellaneous Electrical Provisions. | Bi-level lighting was discussed which was provided in many locations based upon U of M energy standards.

HSPO indicated that some electrical review comments have not been incorporated into the documents yet. It was noted that many of the referenced items are included in the <u>additional proposed modifications</u> discussed in item No. 20 above. |
| 30. Clinic Color Selections. | The Hospital will check with the U of M Interior Design Department for design criteria. |
| 31. Hardware Locations on Clinic Doors. | HSPO and the Hospital request that the items be mounted per their selected locations. |
| 32. Furniture Layouts. | Copies have not been sent to TAC for color coordination. HSPO will check with Interior Design. |
| 33. Window Provisions on Floors 3 and 4. | HSPO will review status of draperies and darkening shades and report status at next progress meeting. |

cc: Meeting Attendees

ITEM

ACTION/RESPONSE

- ✓ - [Handwritten notes]
2. Vernitron Sterilizers. The Architect was directed to proceed with Modification for Sterilizer S-294C based upon draft specification previously provided.
3. Revised Fire Protection Mod. The subject mod should be ready by next week.
4. Partition Type Change. No costs provided to Architect yet.
5. Proposed Lighting Changes in Clinics. Summary will be available shortly. Drawings provided to HSPO and the Hospital for initial review. A meeting will be scheduled for review of the final summary.
6. Plaza Waterproofing. HSAE will resolve Mod. Text as soon as possible. The mod. does not affect the construction schedule at this time. Jim Hastert has indicated some concern regarding the court subdrainage solution developed in the field.
7. Delaware Street. ✓ Physical Planning Landscape Department has not developed a design solution for the subject area for construction use. Maupin and Kogl will review status with Hewitt.
8. Fourth Floor Pediatrics Clinic Addition. ✓ HSPO and the Hospital are evaluating subject addition.
9. Information Booths and Telephone Kiosks. Modification is being developed. [Handwritten: 2/25/76 - [unclear] on [unclear] 1/17/77]
10. Floor Sleeve Mod. The Mod. will be issued shortly.
11. O.R. Expansion. The schedule information requested has been provided. Design work is proceeding.
12. Floor 2 - Admissions Area Construction Hold. The decision to modify the field construction hold to a material fabrication hold will be resolved shortly. HSPO will advise Architect.
13. Floor 3 - Telephone Conduit Capacity. HSAE developing modification to increase conduit size.
14. X-Ray Shielding in Floor of Room 3-141. ✓ Provide 1/32" lead shielding under the V.A.T. finish floor surface. Estimated cost \$3,000.00.

ITEM

ACTION/RESPONSE

- | ITEM | ACTION/RESPONSE |
|---|--|
| 15. Additional Proposed Modifications. | The Architect is developing the Modifications. |
| 16. Radiology Equipment. (By Owner) | The securing of this equipment is in process. |
| 17. Security Proposal for Hospital Clinic Spaces. | The Architect will evaluate proposal costs as soon as possible. |
| 18. Urology Rooms:
1-318 Urology
1-317 Urology Support. | The modification for these rooms is in process per previous direction. Change C-7 is now dropped for Room 1-317. |
| 19. Contractor Sub/Mat. Lists. | The Architect understands that the lists should be final soon. |
| 20. Color/Material Selection. | Colors are being selected. The Contractors have been asked to identify critical color selection. |
| 21. Contingency Fund Report. | A report dated 16 August 1976 was provided including a schedule of modifications and a listing of proposed modifications. |
| 22. B/C Phase II Work. | The Phase II work is underway. |
| 23. Hospital Address Change. | No information available. |
| 24. Miscellaneous Electrical Provisions. | Modifications are being developed as required. |
| 25. Clinic Color Selections. | The Hospital is working on this item. |
| 26. Hardware Locations on Clinic Doors. | This subject was to be discussed further after the meeting. |
| 27. Furniture Layouts. | One copy has been provided to the Architect. <u>The Architect requested that one additional copy be sent to HSAE.</u> |
| 28. Window Provisions on Floors 3 and 4. | HSPD is checking into the <u>status of draperies and shades with interior design.</u> The Architect discussed the proposed design solution for the room darkening shade and the draperies.
A sample of the insulated glass unit was provided to the Hospital for review. The unit includes obscure tinted glass on the inside. The obscure glass is limited in quantity for future replacements and the Architect is requesting a recommendation from the Mfr. as to additional units which should be secured at this time. |

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS & ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

MEMORANDUM

MEMO TO : Unit B/C File
MEMO BY : Duane E. Blanchard
DATE : 29 September 1976
SUBJECT : Unit B/C Progress Meeting
PRESENT : Messrs Maupin, Kogl, Dickler, Kujawa, Swanson, Hagen (Interior Design), Zeller, Schwarz, Blanchard and Ms. Satorius.

NOTE : Next Progress Meeting Wednesday, October 13, 1976

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
✓1. Project Schedule.	✓ The Architect has requested direction from the University regarding contract method to be used for M.T.S. contract. ✓ The schedule manager provided schedule data for bidding the auditorium seating contract. The Architect will be working to this schedule. ✓ An updated schedule and narrative will be issued this week. ✓ A cash flow schedule will be provided to HSPO this week for evaluation.
✓2. Vernitron Sterilizers. <i>WORKING WITH THE SECOND SHOP LEADING SUBMITTAL</i>	* Review meeting held 23 September 1976. (See memo dated same). Mod. 53-P issued for changing Sterilizer S-294C to S-294R. HSPO and user will provide Architect with final list of questions for contractor clarification as soon as possible. There does not appear to be any shop drawings implications to remaining questions.
✓3. Revised Fire Protection Modification.	✓ Mod. issued for costing 20 September 1976. <i>HOSPITAL IS REVIEWING 10/2/76</i>
✓4. Partition type change.	✓ Mod. final at \$57,137.00 (Deduct).
✓5. Proposed lighting changes in Clinics. <i>10/2/76</i>	* The Architect provided a <u>Room Lighting Evaluation Summary</u> to HSPO and Hospital for review and direction.
✓6. Plaza Waterproofing.	Mod. not ready to issue yet. Primary concern currently is the evaluation of the proposed roofing change by the contractor.

ITEM	ACTION/RESPONSE
	resolved. The Architect will provide a letter discussing the possible methods and implications.
✓23. Hospital Address.	A new address has been established. HSPO will issue a memo on the address.
✓24. Clinic Color Selections.	The Unit A white wall color has been approved by HSPO and the Hospital.
✓25. Hardware locations on Clinic doors.	Resolved.
✓26. Furniture layout drawings.	HSPO to provide a copy to HSAE.
✓27. Window provisions on Floors 3 and 4.	HSPO and the Hospital are evaluating requirements with Interior Design.
✓28. Stair Tower Telephone.	The Architect is checking into the cost implications of the suggested changes.
✓29. Modification procedures.	<p>The contractors have requested copies of all modifications regardless of their specific involvement. There is also a request that all copies of final modifications be original signed copies.</p> <p>The Architect recommends that all contractors should receive a copy of all finalized modifications.</p> <p>No decision was made as to what specific changes should be made to the procedures.</p>
✓30. Diehl Hall Tunnel connection at Level I to Unit K/E.	The Architect is preparing a Mod. to resolve a conflict with existing services.
✓31. Phase II Planning conflicts with drains provided under Mod. 32-E.	No changes will be necessary or made under Phase I. All adjustments can and will be made as a part of Phase II.
✓32. Unit B/C Area calculations.	HSPO will complete shortly for use by the Hospital.
✓33. Phase II <u>Certificate of Need</u> .	The Hospital needs schematic plans with cost estimate. The Architect will provide data as soon as it is available.
✓34. Modification to the Social Service area on Floor 2.	The modification is approved for addition under Phase I contract. The area use is changed to environmental services and transportation and distribution center.

cc: Meeting Attendees
Clinton Hewitt
Richard Campbell
John Scott

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

MEMORANDUM

MEMO TO : Unit B/C File
MEMO BY : Duane E. Blanchard
DATE : 13 October 1976
SUBJECT : Unit B/C Progress Meeting
PRESENT : Messrs; Kogl, Nelson, Campbell, Henriquez, Hagen, Swanson,
Kujawa, Scott, Zeller, Blanchard and Ms. Satorius
NOTE : Next Progress Meeting Wednesday, October 25, 1976 at 10:00 AM

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
✓1. Project Schedule.	The M.T.S. Contract method has not been finalized by the U of M. Expect decision this week.
✓2. Vernitron Sterilizers. <i>WILL SUBMIT w/ THE 2ND SHOP DRAWING REVIEW. 10/26/76</i>	No cost from Contractor on Mod. 53-P. <u>No equipment questions from HSP0 (Users) as * previously discussed.</u>
✓3. Revised Fire Protection Mod.	No costs from Contractors. Questions regarding Mod. description should be given to Richard Carlson (HSAE).
✓4. Proposed Lighting changes in Clinics.	* <u>HSP0 and the Hospital have not completed their review of the summary provided by the Architect.</u> <u>FIXTURES REQUIRE 3MO. DELIVERY.</u> The Architect recommended that the U of M should provide a lighting mock-up of the 3 types of lighting lamps for light level and color rendering evaluation.
✓5. Plaza Waterproofing.	The appropriate Mod. will be written as soon as possible.
✓6. Roof Design Changes.	The proposed roof design change by the Contractor is not resolved. The intent of the change is for cost savings.
<i>REVISIONS JIM FROST MURPHY SCOTT</i> ✓7. Delaware Street Design.	* The U of M is doing the design and C.D. work. No report at this time. <i>ALL THIS WORK IS TO BE COMPLETED BY 10/25/76</i>
✓8. Fourth Floor Pediatrics Addition.	Evaluation is still in process by HSP0 and the Hospital.
✓9. Information Booths and Telephone Kiosks.	Most changes are nominal in nature and shop drawings are being noted accordingly. The record Modification will be issued shortly for Contract costs.

ITEM	ACTION/RESPONSE
✓10. Floor Sleeve Mod. 51-P.	The electrical costs are still not submitted to the Architect.
✓11. O.R. Expansion Mod.	Mod. 56-P was issued for costing 5 Oct. 1976. <u>No cost submitted to date by the Contractors.</u> 700,000.00 OF 1976.
✓12. Floor 2 - Administration Area Construction Hold.	This area is being replanned under Phase II.
✓13. Floor 3 - Telephone Conduit capacity.	This work is being combined with some other telephone changes into one modification.
✓14. X-Ray Shielding in Floor of Room 3-141.	Architect will prepare Mod. as soon as possible.
✓15. Additional proposed Modifications.	Modifications are being prepared as soon as possible. The Architect was asked to check his records for proposed changes which are not currently listed on the contingency report. All proposed changes must be approved before they are issued to the Contractors as a modification for costing.
✓16. Radiology Equipment (By Owner).	HSP0 reported the status as follows: a. 22 Oct. 1976 - Start Bid Period → WAREEN, NOV. 3, 76 b. 12 Nov. 1976 - Receive Bids. The schedule manager will evaluate schedule implications.
✓17. Security Proposal for Hospital Clinic spaces.	The Architect reported that they are about 50% complete with the report and anticipates that it should be done by next progress meeting. HOLDING FOR FINAL REVIEW 11/10/76 SCHEDULE MGR. BURKHARD, COSTUMER VICKLER
✓18. Urology Rooms.	The Architect received letter summarizing changes required. A Mod. will be prepared as soon as possible.
✓19. Contractor Sub/Mat Lists.	The Sub/Mat lists are as follows: a. General - Complete except final form. b. Electrical - Complete except final form. c. Mechanical - Final form submitted. d. Vert. Trans. - No subcontractors.
✓20. Color/Material Selection.	Interior Design and HSP0 reported the status of color approval as follows: a. Color palette approved. b. Neutral colors approved for walls. c. Concourse V.A.T. not approved. d. Plastic Laminate not reviewed. The Architect will check status of wall diffusers based upon approval of all neutral colors.

ITEM	ACTION/RESPONSE
✓21. Contingency Fund Report.	Contingency fund has \$126,000 left after subtraction of net costs for all approved Modifications. <i>126,000 - 12,000 = 114,000</i>
✓22. Unit B/C Phase II Work: a. Medical Records b. O.P.D. Administration c. Business Office/Adm. d. Ophthalmology	The schedule manager indicated that the Phase II work can be done either as a change order to the B/C contracts or as separate prime contracts based upon project schedule evaluation. The Architect stated that separate single or multiple prime contracts will take more time for the Architect to develop. He also indicated that there were substantial coordination and responsibility problems to resolve if separate contract(s) is awarded. The Architect will provide the U of M a letter summarizing the implications of contracting this work. The method of contracting this work is a critical decision.
✓23. Window Provisions on Floors 3 and 4.	The Hospital and HSPO requested that the Architect issue a Mod. based upon the Scheme A Design prepared 29 March 1976. The extra glass units for the obscure glass will be in accordance with the Specifications, 08900, 1.7.
✓24. Stair Tower Telephone change.	No costs have been submitted to the Architect.
✓25. Modification procedures.	Kogl requested that preliminary copies be sent to all contractors except Westinghouse. The U of M will issue copies of all final modifications to all contractors.
✓26. Diehl Hall Tunnel Modifications.	The Mod. was issued for costing.
✓27. Unit B/C Area Calculations.	* The Hospital and HSPO are still working on calculations. <u>The Architect (TAC & HSAE) and Kogl requested copies of the final area tabulations.</u>
✓28. Phase II <u>Certificate of Need.</u>	The data requested will be provided by the Architect as soon as it is available. The data is related to the method of contracting this work. <i>PLP PROJECT COST TOTAL.</i>
✓29. Modification to the Social Service Area on Floor 2.	The Modification will be issued soon for costing.
✓30. Unit A Elevator No. II Modification.	The Architect was directed to prepare a Modification for this work previously. The Architect will secure modifications changes from the elevator consultant, Lerch Bates & Associates. The complete Mod. will be issued as soon as possible.




UNIVERSITY OF MINNESOTA
TWIN CITIES

Health Sciences Planning Office
Physical Planning
Box 75 Powell Hall
4103 Powell Hall
Minneapolis, Minnesota 55455
(612) 373-8981

October 27, 1976

TO: Robert Dickler

FROM: Robert Swanson 

SUBJECT: Unit B/C
Address Changes

As per my recent telephone conversation with Mr. Cedric Williams, Engineer for Physical Planning, the following address changes for various structures within the Health Sciences are now official.

- Unit A 515 Delaware Street S.E.
- Unit B/C 516 Delaware Street S.E.
- Unit K/E 425 East River Road
- U/M Hospitals 420 Delaware Street S.E.
- U/M Hospitals
Emergency Entrance 325 Church Street

cc: File
HSA&E
Cedric Williams
Gene Kogl
Oliver Hughes
Paul Maupin
Greg Kujawa
Jim Nelson

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

RECEIVED

NOV 16 1976

UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 27 October 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messrs: Maupin, Kogl, Campbell, Swanson, Dickler,
Kujawa, Scott, Blanchard and Ms. Satorius
NOTE: Next Progress Meeting Wednesday, November 17, 1976
at 10:00 AM.

ITEM

ACTION/RESPONSE

- | | |
|---|---|
| ✓ 1. Project Schedule. | The M.T.S. Contract method has been resolved. A price quotation has been requested and is due 10 November 1976. There is currently only one vendor quoting on the M.T.S. Contract. There is a possibility of one additional Contractor. |
| X (2) Vernitron Sterilizers. | HSP0 will incorporate all comments or questions in their review of the shop drawing resubmittal.
JUST FINISH THIS WEEK. |
| ✓ 3. Revised Fire Protection Modification. | No costs from Contractors. |
| X (4) Proposed lighting Changes in Clinics. | HSP0 and the Hospital have not completed their review of the summary provided by the Architect.

No action has been taken by HSP0 regarding the recommended lighting mock-up suggested by the Architect.

There could be some cost and schedule implications if this item is not resolved soon. |
| ✓ 5. Plaza Waterproofing Modification. | The appropriate Mod. will be written as soon as possible. |
| ✓ 6. Roof Design Change. | The Contractor is revising the design per the Architect's comments. The final approval of the design will be the responsibility of the Contractor and the University. See HSAE Memo regarding roof dated 22 October 1976. |

ITEM	ACTION/RESPONSE
✓7. Delaware Street Design.	The U of M is doing the design and contract document work. No report as to progress was available at the time of the meeting.
* (8) Fourth Floor Pediatrics Addition. <i>IS MAIL 77 SUGGESTION</i>	HSPD and the Hospital have not resolved subject addition. <i>THE SCHEDULE FOR WED. NOV. 24, 76</i>
✓9. Information Booths and Telephone Klosks.	A record modification of the changes will be written as soon as possible.
✓10. Floor Sleeve Mod. 51-P.	No electrical costs have been submitted to the Architect.
✓11. O.R. Expansion Mod.	No Contractor costs have been submitted to the Architect. (Mod. issued 5 October 1976)
✓12. Floor 2 - Administration Area Construction Hold.	This area is being replanned under Phase II.
✓13. Telephone Changes.	A mod. will be written as soon as possible.
✓14. X-Ray Shielding in Floor of Room 3-141.	A mod. will be written as soon as possible.
✓15. Additional Proposed Modifications.	Modifications which are approved are being prepared as soon as possible on a priority basis. HSAE provided HSPD and Kogl with a list of all known proposed changes for University review and direction. The Architect was asked to provide a best guess estimate for each proposed change to assist in evaluating the proposed changes. The schedule manager indicated that he would review the list for schedule implications.
✓16. Radiology Equipment (By Owner) <i>DATE 11/10/76</i>	The equipment has not yet been bid. HSPD is monitoring the project schedule as it relates to this equipment. The bidding of this equipment is now scheduled as follows: → a. 3 November 1976 - Start bid period. b. 24 November 1976 - Receive bids. <i>10 DEC,</i>
(17) Security Proposal for Hospital Clinic Spaces.	Evaluation is complete and the report is being drafted by the Architect for review with HSPD and the Hospital.
✓18. Urology Rooms.	A mod. will be written as soon as possible.

ITEM	ACTION/RESPONSE
✓19. Contractor Sub/Mat. Lists.	The lists are generally complete but not put in the final form by the Contractors.
②0. Color/Material Selection.	The Architect is meeting with HSPO and Interior Design on Friday to review colors. The Architect will issue the final diffuser color selections as soon as the related colors have been approved by the University.
✓21. Contingency Fund.	The Contingency fund has \$130,582 left after subtraction of the net costs for approved modifications. 128,000 + 190,000 CREDITS
✓22. Window Provision on Floors 3 and 4.	A mod. will be written as soon as possible.
✓23. Stair Tower Telephone Change.	No costs have been submitted to the Architect.
✓24. Diehl Hall Tunnel Modification 55-A.	No costs have been submitted to the Architect.
②5. Unit B/C Area Calculations.	HSPO and the Hospital have not completed the calculations.
✓26. Unit B/C Phase II Work.	The method of contracting this work is being re-evaluated. A meeting is scheduled on Thursday with Mr. Brinkerhoff to resolve the issue. The <u>Certificate of Need</u> will be affected by the final decision on the method of contracting this work.
✓27. Social Service Area Modification.	The modification should be ready for Contractor costing shortly.
✓28. Unit A Elevator No. 11 Changes. 1	A draft of the elevator contract specifications was given to HSPO and Kogl for review and approval. A modification which includes the other contract work will be prepared as soon as possible.
✓29. Diehl Hall Remodeling.	The Architect is in the process of developing a status report on Diehl Hall so that full activity can get underway on this project.
✓30. Furniture Layouts.	HSAE has not yet received a copy of the furniture layouts.
✓31. Pharmacy Casework Addition.	HSPO will send the Architect a letter requesting that a modification be developed to add the subject casework.

cc: Meeting Attendees
Clinton Hewitt



UNIVERSITY OF MINNESOTA
TWIN CITIES

Health Sciences Planning Office
Physical Planning
Box 75 Powell Hall
4103 Powell Hall
Minneapolis, Minnesota 55455
(612) 373-8981

November 3, 1976

TO: James Nelson
Robert Dickler
Greg Kujawa
Eugene Kogl
Robert Swanson
Linda Satorius
Richard Campbell (Campbell & Company)
John Scott (TAC)
Duane Blanchard (HSAE)

FROM: Paul *Maupin*

SUBJECT: Unit B/C Progress Meeting
Schedule Change

The regularly scheduled Unit B/C Progress Meeting for Wednesday, November 10, 1976, will be cancelled. The next meeting will be held on Wednesday, November 17, 1976, at 10:00 a.m. in Room 4112 Powell Hall. Meetings are tentatively scheduled to be held every two weeks thereafter throughout the holiday season. Should this schedule require adjustment, you will be notified in advance.

PJM:rm

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 17 November 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messrs: Maupin, Kogl, Campbell, Swanson, Dickler, Nelson,
Kujawa, Scott, Blanchard and Ms. Satorius.
NOTE: Next Progress Meeting Wednesday, December 1, 1976 at 10:00 A.M.

<u>ITEM</u>	<u>ACTION/RESPONSE</u>
✓1. Project Schedule.	The Fire Management System under Premier and Honeywell are delaying the Project Schedule. Mod. 45-E, 55-A, 57-E and 58-E are being costed but are now critical to the schedule. M.T.S. bids have been received. Schedule data can be developed as soon as an award is made.
* (2.) Vernitron Sterilizers.	Shop drawing plans have been resubmitted and copies were forwarded to HSPO for review. The Architect has required that the Contractor re-submit the brochures as soon as possible.
✓3. Revised Fire Protection Modification 52-P.	Sheehy has not submitted any costs. The electrical and mechanical contractor costs have been submitted.
* (4.) Proposed Lighting Changes in Clinics. A LIGHTING MOCK-UP WILL OCCUR IN UNIT A Room 1-127, 1-167, 1-172 AS SOON AS THE UNIVERSITY CAN FINISH THE INSTALL THE DESIGN OF THE LIGHTING FIXTURES.	HSPO and Users have not completed their review of the summary provided by the Architect. <u>The Architect strongly recommended that the lighting mock-up be done as a part of the evaluation.</u> This change could have schedule implications. The Architect will provide Campbell with a copy of the lighting summary for review of the schedule implications. (HSAE letter dated 22 November 1976)
✓5. Plaza Waterproofing Modification.	The mod. has not been issued based upon priority considerations. Kogl and Campbell concurred that issuance of the Mod. did not affect the schedule at this time.

ITEM	ACTION/RESPONSE
✓6. Roof Design Change.	The Architect will send Kogl a letter shortly regarding the specification and guarantee data received from the Contractors. Kogl indicated that there was no schedule problems related to the issuance of the mod.
✓7. Delaware Street Design.	The area is unresolved and the U of M has decided to wait until next year for final design resolution. The mod. will be written by the U of M. Stair and temporary blacktop sidewalk have been provided.
* (8) Fourth Floor Pediatrics Addition (Pulmonary Function Lab).	HSPO will schedule meeting next week with the Users and Architect to discuss the planning of this area. <i>Holdings until Hospital + Peds</i>
✓9. Information Booths and Telephone Kiosks.	The changes have been marked on the shop drawings. <i>Give the H.S. 20. Floor plan space for seminar room 4-20-76</i> A mod. will be written as soon as possible.
✓10. Floor Sleeve Mod. 51-P.	No electrical costs have been submitted to the Architect.
✓11. O.R. Expansion Mod.	No Contractor costs have been submitted to the Architect. (Mod. issued 5 October 1976)
✓12. Floor 2 - Administration Area Construction Hold.	Area subject to Phase II planning and construction schedule.
✓13. Telephone Changes.	A mod. will be written as soon as possible.
✓14. X-Ray Shielding in Floor of Room 3-141.	A mod. will be written as soon as possible.
✓15. Additional Proposed Modifications.	All proposed changes listed by HSPO and dated 5 November 1976 are now approved for a formal modification or the development required to issue a formal modification. The schedule manager will review the list for schedule implications. A priority listing will be developed to assist HSPO, the Users, and the Architect in processing the most appropriate ones first.
✓16. Radiology Equipment. (By Owner)	<i>Done</i> Paul Maupin will issue a letter to all Users to discourage or restrain additional changes. HSPO advised that the bidding schedule is as follows: a. 12 Nov. 1976 - Bid period starts. b. 10 Dec. 1976 - Receive bids.
	<i>HSPO</i> HSPO requested that a mod. be written to omit radiology cash allowance.

ITEM

ACTION/RESPONSE

- * 17. Security Proposal for Hospital Clinic Spaces.
 WAITING FOR HOSPITAL DIRECTION 11/21/76
 REVIEW MTO, WAS HELD WED. NOV. 17, 76 @ 3:30 P.M.
 Architect provided report to HSP0 and the Hospital on 5 November 1976. HSP0 and the Hospital are evaluating. A preliminary decision will be made if possible for schedule purposes.
- ✓ 18. Urology Rooms.
 The shop drawings have been processed based upon approved changes. A mod. will be written as soon as possible.
- ✓ 19. Contractor Sub/Mat. Lists.
 No change in status.
- * 20. Color/Material Selection.
 Mechanical diffuser colors have been issued except for 3 diffusers located in C.T. walls.
 The U of M has reviewed plastic laminate and door colors. Review comments will be sent to the Architect.
- ✓ 21. Contingency Fund.
 MOST PART TO BE REVIEWED CHANGES
 The contingency fund has \$133,000. There are credits due eventually or \$193,000.
- ✓ 22. Window Provisions on Floors 3 and 4.
 A Mod. will be written as soon as possible.
- ✓ 23. Stair Tower Telephone Change.
 A Mod. will be issued as soon as possible.
- ✓ 24. Diehl Hall Tunnel Modification 55-A.
 No costs have been submitted by the Contractors.
- ✓ 25. Unit B/C Area Calculations.
 The area calculations are complete and will be issued. HSP0 will be identifying areas to program as soon as possible.
- ✓ 26. Unit B/C Phase II Work.
 The U of M has decided to bid the maximum portion of this work that is reasonable. The Architect is now studying the problem to establish contract bidding plan and schedule. The first of several discussion meetings will be held this week.
 The Certificate of Need request has been withdrawn.
- ✓ 27. Social Service Area Modification.
 Floor 1 Mod. 67-P was issued 15 November 1976 and Floor 2 Mod. 69-P was issued 16 November 1976 for costing.
- ✓ 28. Unit A Elevator No. 11 Changes.
 NO ACTION TAKEN TO DATE
 The Architect is waiting for review comments of draft specification and approval to proceed. HSP0 will provide schedule information as to when the Mod. must be issued to insure timely completion of work.
- ✓ 29. Diehl Hall Remodeling.
 The Architect is in the process of developing a status report on Diehl Hall so that full activity can get underway on this project. This work is related to the Phase II work and therefore it is not a priority item at this time.

ITEM	ACTION/RESPONSE
✓30. Furniture Layouts.	HSAE has received a copy of the furniture layouts.
✓31. Pharmacy Casework Addition.	The Architect received information from HSP0 on 15 November 1976 and is now evaluating the proposed change.
* (32). Auditorium Seating.	<p data-bbox="630 385 737 480"><i>done 11/29/76</i></p> <p data-bbox="748 374 1528 566">Review copies of the seating specifications have been given to HSP0 (4), Robert James (1), and Kogl (1) for comments and direction. The Architect suggests that comments and direction should be provided as soon as possible (1 Dec. 1976) to insure no schedule delays.</p>
✓33. E.N.T. Clinic Changes.	The subject changes were put on hold on 2 Nov. 1976 by the Hospital.
✓34. Field Changes.	All field changes of significance should be processed as a mod. The U of M will provide the Architect with a written statement describing fully the approved field change. The Architect will prepare and issue the formal modification but will not be responsible for the completeness or accuracy of the description of the change.
✓35. Procedures for Construction Changes.	The Architect discussed the procedures which were established for processing changes with reference to Mr. Hewitt's letter to the Architect dated 10 November 1976. The Architect indicated that a detailed response to the subject letter will be provided.

cc: Meeting Attendees
Clinton Hewitt

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

Handwritten note:
The contract must
be completed by
Feb. 1, 1977.

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 1 December 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messers; Maupin, Kogl, Campbell, Nelson,
Kujawa, Scott, Blanchard and Ms. Satorius.
NOTE: Next Progress Meeting Wednesday December 15, 1976 at 10:00 AM.
Special Modification Meeting December 8, 1976.

ITEM ACTION/RESPONSE

- ✓ 1. Project Schedule.
The M.T.S. Contract was awarded 24 November 1976 by the University. The M.T.S. Contractor will be at the job site meeting Thursday. The management of the contract and construction supervision is now the responsibility of the University.

The next schedule print-out will be run 7 December 1976.
- ✓ 2. Status of Proposed Changes and Modifications.
A Special Modification Review meeting will be held Wednesday 8 December 1976, to review the status of all proposed changes and establish a processing schedule for each one.

A separate schedule indicating the status of each change will be maintained by the Architect for everyone's use and therefore modifications will not be included as action items in the Unit B/C Progress Meeting Notes.
- ✓ 3. Vernitron Sterilizers.
The Architect is waiting for the User final comments. The Contractor has not resubmitted the specification books.
- * ④ Proposed Lighting Changes in Clinics.
The Architect sent a copy of the lighting summary to Campbell for review regarding schedule implications.

The lighting mock-up will be ready for review by the Hospital on 10 December 1976.

Handwritten notes under item 4:
Design...
review...
...
12/17

ITEM

ACTION/RESPONSE

- ✓5. Roof Design Changes. The Architect sent a letter to Kogl giving our comments on the Contractor's specifications and guarantee.
- ✓6. Pulmonary Function Lab Addition. The Architect met with HSP0 and the Users on 24 November 1976. HSP0 and the Users must resolve the program. **HOLDING**
- ✓7. Additional Proposed Changes. All proposed program changes must be brought to the B/C Progress Meeting for approval. If approved it will be included on the monitoring schedule for processing changes.
- ✓8. Contractor Sub/Mat Lists. The Mechanical list is finalized. The General and Electrical final lists are being reviewed for approval.
- * ⑨. Color/Material Selections. HSP0 and the Architect are to finalize remaining items as soon as possible. There appears to be no construction problems regarding colors at this time.
 HSP0 UNDE ASPEL AND SCOTT
 ASPEL SCOTT,
- ✓10. Contingency Fund. A copy of the current report was provided. The funding of Mod. 33-E is now unresolved.
- ✓11. Unit B/C Area Calculations by HSP0. The Architect noted that the listed area on Floor B is in conflict with Impact's and the Architect's calculations. **OMIT FROM LIST.**
- ✓12. Unit B/C Phase II Work. The Architect is evaluating requirements of bidding this work with associated change orders to the Phase I work. The Architect's report will be available before the next Progress Meeting. (FLOOR 9 WILL BE BID.)
 COMPLETION FOR FLOOR 9
 WILL BE HANDLED AS
 MOD'S. AS PER FIG.
 WITH CLIP 1 (ENCLOSURE)
 DEC. 15, 76
 DEC 15, 76
- ✓13. Diehl Hall Remodeling. The Architect has drafted a report (Memo dated 29 Nov. 1976) summarizing the project history and current status. The budget must first be resolved based upon estimated construction costs of \$800,000 to \$1,100,000.
- ✓14. Auditorium Seating. The Architect has received review comments from the Contractor which were approved by the U of M. HSP0 approves the Documents for Bidding. Left hand seats should be provided on the aisles up to 15% total.
 NOTE: The aisle seats will provide approximately 12% left hand seats (39 of 331 seats).
- ✓15. Field Changes. The procedures and responsibilities summarized in the noted dated 17 November 1976 were approved.

ITEMACTION/RESPONSE

- ✓16. Procedures for Construction Changes. A meeting was held with Mr. Hewitt and a detailed response was provided. Mr. Hewitt agreed that construction schedule priority direction should be provided to the Architect to assist in processing changes. See Scott letter to Hewitt dated 29 November 1976.
- ✓17. JOML-A Change Order and Unit B/C Mod. 61-P. The Architect requested information as to the status of these documents. Kogl indicated he would review costs with Sheehy and resolve item for final processing.
- ✓18. Construction of Animal Area. The schedule implications were discussed.

cc: Meeting Attendees
Clinton Hewitt

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 15 DEC 1976
SHEET 1 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
1	ADDITIONAL CASEWORK IN AUDIOLOGY CLINIC - ROOM 8-157	23 JUN 76	1 FEB 77	ARCH'T. TO PREPARE MOD.	23 JUN 76	
2	SECURITY ENCLOSURE FOR CART STORAGE AREA FLOOR 1.	26 MAY 76	1 JUL 77	ARCH'T. TO PREPARE MOD.	26 MAY 76	
✓3	ENT. CLINIC AREA REDESIGN ON FLOOR 8.			HSPD/HOSP. MUST RESOLVE PROGRAM		
4	ADD CONTROL DOORS IN TUNNEL CORR. TO RADIOLOGY ON FLOOR 2.	17 NOV 76	1 JUL 77	ARCH'T. TO PREPARE MOD.		
✓5	GARAGE LINK BETWEEN UNIT B/C AND MAYO HOSPITAL E.R. - FLOOR 2.			INTENT OF CHANGE NOT RESOLVED. (RESOLVED BY USER HEARD 12/15/76)		
6	DELETE S.N.R. IN CERTAIN CLINIC TOILET ROOMS.	17 JUL 76	15 DEC 77	ARCH'T. TO PREPARE MOD.	17 JUL 76	77-P 15 DEC 77
7	REVISED DESIGN FOR FLOORS 3 & 4. GUARDRAIL PROVISION.	13 OCT 76	1 MAY 77	ARCH'T. TO PREPARE MOD.	29 MAR 76	
✓8	LIGHTING CHANGES IN CLINICS.			HOSP. EVALUATING NEEDS		
✓9	ADDITION OF INTRUSION DETECTION SECURITY SYSTEM.			HOSP. EVALUATING NEEDS (USER INPUT TO HEARD 12/21/76)		
10	LEAD SHIELDING FOR DOOR NO. 1-240.	11 AUG 76	15 DEC 76	ARCH'T. TO PREPARE MOD.	11 AUG 76	78-P 15 DEC 77

done
12/15/76

done
12/21/76

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 15 DEC 1976
SHEET 2 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
11	PLAZA WATERPROOFING DESIGN CHANGE.	18 AUG 76	1 MAR 77	ARCH'T TO PREPARE MOD.	17 NOV 76	
12	LEAD SHIELDING IN FLOOR OF ROOM 3-141.	29 SEP 76	1 JUL 77	ARCH'T TO PREPARE MOD.	29 SEP 76	
13	ADDITIONAL MISC. CHANGES IDENTIFIED ON LISTS DATED 23 APRIL 76 AND 4 JUN 76.	31 AUG 76	1 JAN 77	ARCH'T. TO PREPARE MOD.	31 AUG 76	
14	DELETE CASEWORK AND SPECIAL FINISHES IN UROLOGY ROOMS.	1 OCT 76	1 JAN 77	ARCH'T. TO PREPARE MOD.	1 OCT 76	
15	ADD A PULMONARY FUNCTION LAB ON FLOOR 4.			HEPO/USER MUST RESOLVE PROGRAM CHANGE NEEDED.		
16	ADD ROOM TO FAMILY PRACTICE ON FLOOR 6.	5 NOV 76	1 JAN 77	ARCH'T. TO PREPARE MOD.	5 NOV 76	
17	REIMBURSE ELECTRICAL CONTRACTOR FOR MISC. FIELD WORK.	28 OCT 76	1 JUL 77	ARCH'T. TO PREPARE MOD.	28 OCT 76	
18	ROOF DESIGN CHANGE BY UoFM FOR COST SAVINGS.	17 NOV 76	1 MAR 77	UoFM EVALUATING CONTRACTOR SPECIFICATION AND GUARANTEE.		
19	MISCELLANEOUS TELEPHONE CHANGES.	18 AUG 76	1 JAN 77	ARCH'T. TO PREPARE MOD.	18 AUG 76	
20	OMIT RADIOLOGY CASH ALLOWANCE.	14 OCT 76	1 MAR 77	ARCH'T TO PREPARE MOD.	14 OCT. 76	

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 15 DEC 1976
SHEET 3 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
V 21	FLOOR 2 ADMISSIONS AREA CHANGE, PER PHASE II PLANS,			RESOLUTION OF CHANGE SUBJECT TO UoFM DIRECTION REGARDING PHASE II		
22	MODIFY UNIT A ELEVATOR NO. 11 PER UNIT B/C PLANS.	16 JUN 76		HSPO & ARCHITECT HOLDING FOR 12/15/76 EVALUATING TIME REQUIREMENTS.		
23	INCREASE CEILING HT. IN ROOMS 1-380 & 381 TO 8'-0".	17 NOV 76	1 JUN 77	ARCH'T. TO PREPARE MOD.	17 NOV 76	
24	ADD 6" CONC. SLAB OVER MECH. ENCLOSURE STAIR G, FLOOR 2 W.	26 MAY 76	1 APR 77	ARCH'T. TO PREPARE MOD.	26 MAY 76	
25	REVISE ACCESS DOOR LOCATION CORE 31 AND REVERSE CATWALK.	FIELD	15 JAN 77	ARCH'T. TO PREPARE MOD.	FIELD	
26	FILM ILLUMINATOR CHANGE.	17 NOV. 76	1 MAR 77		17 NOV 76	
27	REVISE TEMP. CONTROLS FOR CHILLER PUMPS IN UNIT A.	17 AUG 76		COPY OF MOD. TO UoFM FOR REVIEW & APPROVAL.	14 DEC 76	
28	OMIT ALL FIELD PAINTING OF STRUCTURAL STEEL.	20 MAY 76	1 MAR 77	ARCH'T TO PREPARE MOD.	20 MAY 76	
29	WEST PLAZA DRAINAGE SYSTEM PROVISIONS	17 NOV. 76	1 MAR 77	UoFM & ARCHITECT TO RESOLVE DESIGN.		
30	OMIT STAINLESS STEEL FLASHING RELATED TO PLAZA CONSTRUCTION.	17 NOV. 76	1 MAR. 77	ARCH'T, TO PREPARE MOD.		

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 15 DEC 1976
SHEET 4 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
31	REMODEL LINER OF UNIT A AIR SHAFT.	FIELD		UofM TO ADVISE ARCHITECT OF WORK SCOPE & COST.		
32	REVISION OF EAST DELAWARE STREET AREA BY UofM.			UofM WILL PREPARE MOD IN SPRING OF 1977		
33	OMIT SPECIAL HANGERS IN MECHANICAL ROOMS.			UofM NEGOTIATING CHANGE WITH MECHANICAL CONTRACTOR.		
34	MODIFY DUCT LINING.			UofM NEGOTIATING CHANGE WITH MECHANICAL CONTRACTOR.		
35	ADDITIONAL CASEWORK UNITS IN WORK AREA 2-146.	2 NOV. 76	1 MAR 77	ARCH'T TO PREPARE MOD.	2 NOV. 76	
36	CHANGES TO DR. NAJARIAN OFFICE AREA FLOOR 11.	15 NOV. 76	1 FEB. 77	ARCH'T. EVALUATING PROPOSED CHANGES.		
✓ 37	CASEWORK CHANGES ROOM 1-192 LAB. MED (P. 11)	10 DEC. 76	1 FEB. 77			
38						
39						
40						

UNIT B/C - PROPOSED CHANGES

DATE 7 DEC 1976
~~15 NOV 1976~~
 SHEET 1 OF 6

NO.	PROPOSED CHANGE DESCRIPTION	APPROVAL STATUS (DATE)	MODIFICATION PROCESSING STATUS	CONSTRUCTION SCHEDULE IMPLICATIONS	ACTION REQUIRED
1	ADDITIONAL CASEWORK IN AUDIOLOGY CLINIC ROOM B-157.	23 JUN 76	ARCHITECT TO PREPARE MOD.	NONE	COMPLETE FOR COSTING FEB 1, 77
2	SECURITY ENCLOSURE FOR CART STORAGE AREA FLOOR 1.	26 MAY 76	ARCHITECT TO PREPARE MOD.	NONE	COMPLETE FOR COSTING JULY 1, 77
3	E.N.T. CLINIC AREA REDESIGN ON FLOOR B. (SEE HOPKINS) B/C LINK. AREA. - USER DIRECTION 11/2 WEEK.	HOLD	HOLD	UNKNOWN	HSPO & USER MUST PROVIDE DIRECTION - ARCHITECT
4	LIGHTING CHANGES IN OPHTHALMOLOGY CLINIC (TOP) IN JUNE 76	26 MAY 76	ARCHITECT TO PREPARE MOD.	PRIORITY	ARCHITECT
5	ADD CONTROL DOORS IN TUNNEL TO RADIOLOGY ON FLOOR 2.	17 NOV 76	ARCHITECT TO PREPARE MOD.	NONE	ARCHITECT TO PREPARE MOD.
6	MAYO GARAGE LINK BETWEEN B/C FLOOR 2 AND MAYO E.R.			NONE	HSPO & ARCH'T TO RESOLVE DESIGN CONFLICTING? ARCHITECT TO PREPARE MOD.
7	DELETE S.N.R. IN CERTAIN CLINIC TOILET ROOMS.	17 JUN 76	ARCHITECT TO PREPARE MOD.	NONE	ARCHITECT TO PREPARE MOD.
8	REVISED FIRE PROTECTION MOD. 52-P	30 JUN 76	MOD. ISSUED FOR COSTING	POSSIBLE	NEED CONTRACTOR COSTS
9	REVISE DESIGN FOR FLOOR 3 & 4 GUARDRAIL PROVISION.	13 OCT 76	ARCHITECT TO PREPARE MOD.	NONE	COMPLETE FOR COSTING NOV 1, 77
10	MODIFY 3RD FLOOR INFORMATION DESK AND BROCHURE RACK	18 AUG 76	ARCHITECT TO PREPARE MOD.	NONE	NONE MODS 73-P & 75-F

NO.	PROPOSED CHANGE DESCRIPTION	APPROVAL STATUS (DATE)	MODIFICATION PROCESSING STATUS	CONSTRUCTION SCHEDULE IMPLICATIONS	ACTION REQUIRED
8	PROPOSED LIGHTING CHANGES IN CLINICS			PROBABLE	HSPO & USERS MUST PROVIDE DIRECTION FOR COSTING
9	REVISE TELEPHONE KIOSKS ON FLOORS 1, 2, 3.	18 AUG 76	ARCHITECT TO PREPARE MOD.	NONE	
10	CHANGE SPECIFIED STERILIZER S-294C TO S-294R (HI VAC)	30 JUN 76	MOD <u>53-P</u> ISSUED FOR COSTING	NONE	NEED CONTRACTOR COSTS.
11	INTRUSION DETECTION SECURITY SYSTEM.	4 AUG 76		PROBABLE	HSPO & USERS MUST PROVIDE DIRECTION FOR COSTING
12	LEAD SHIELDING FOR DOOR NO. 1-240.	11 AUG 76	ARCHITECT TO PREPARE MOD.	NONE	
13	PLAZA WATERPROOFING MOD.	18 AUG 76	ARCHITECT TO PREPARE MOD.	NONE	CONTRACTOR TO PREPARE MOD.
14	LEAD SHIELDING IN FLOOR OF ROOM 3-141	29 SEP 76	ARCHITECT TO PREPARE MOD.	NONE	CONFIRMATE PROPOSING JULY 1977
15	MISC ADDITIONAL PROPOSED CHANGES 23 APRIL LIST AND 4 JUNE LIST	31 AUG 76	ARCHITECT TO PREPARE MOD	POSSIBLE	ARCHITECT TO PREPARE MOD. COSTING JAN 1977
16	FIRE PROTECTION CHANGE				SAME AS ITEM 8
17	MAYO O.R. EXPANSION	4 AUG 76	MOD. ISSUED FOR COSTING	CRITICAL	NEED CONTRACTOR COSTS, \$22,000?

8

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*10

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*13

NO.	PROPOSED CHANGE DESCRIPTION	APPROVAL STATUS (DATE)	MODIFICATION PROCESSING STATUS	CONSTRUCTION SCHEDULE IMPLICATIONS	ACTION REQUIRED
14 14	DELETE CASEWORK AND SPECIAL FINISHES IN UROLOGY ROOMS (2).	1 OCT 76	ARCHITECT TO PREPARE MOD.	NONE	COMPLETE FOR COSTING JAN 1, 77
15 15	CHANGE ROOM 4-215 TO A PULMONARY FUNCTION LAB.			UNKNOWN	HSPO MUST PROVIDE ARCHITECT DIRECTION
16 16	ADD ROOM TO FAMILY PRACTICE ON FLOOR 6.	5 NOV 76	ARCHITECT EVAL. CHANGE	UNKNOWN	COMPLETE FOR COSTING
17 17	DELETE DUAL HEAD O.R. LIGHT (M-490) IN ROOM 1-380.	5 NOV 76	MOD <u>68-P</u> ISSUED FOR COSTING	NONE	
18 18	REIMBURSE ELEG. CONTRACTOR FOR MISC. WORK DONE.	20 OCT 76	ARCHITECT TO PREPARE MOD.	NONE	
19 19	ROOF DESIGN CHANGE BY UOFM FOR COST SAVINGS		ARCHITECT TO WRITE MOD.	CRITICAL	UOFM & CONTRACTOR TO FINALIZE DESIGN
19 19	FLOOR 3 TELEPHONE CONDUIT CAPACITY & OTHER MISC. CHANGES	18 AUG 76	ARCHITECT TO PREPARE MOD.	NONE	COMPLETE FOR COSTING
19 19	MODIFY SOCIAL SERVICE AREA ON FLOOR 2. B/C PHASE II CHANGE	29 SEP 76	ARCHITECT TO PREPARE MOD.	POSSIBLE MOD. 69-P	ARCHITECT
20 20	OMIT RADIOLOGY CASH ALLOWANCE	14 OCT 76	ARCHITECT TO PREPARE MOD.	NONE	UOFM MUST AWARD CONTRACT
20 20	MODIFICATION REQUIREMENTS BASED UPON M.I.S. CONTRACT.			PROBABLE	

7 DEC 1976
~~15 NOV 1976~~
 DATE SHEET 4 OF 6

NO.	PROPOSED CHANGE DESCRIPTION	APPROVAL STATUS (DATE)	MODIFICATION PROCESSING STATUS	CONSTRUCTION SCHEDULE IMPLICATIONS	ACTION REQUIRED
21	FLOOR 2 ADMISSIONS AREA CONSTRUCTION HOLD		ARCHITECT TO PREPARE MOD.	PROBABLE	LOFM & ARCHITECT RESOLVE (PHASE II) B/C ROOMS 1576
22	CEILING COORDINATION ITEMS FOR ANIMAL CR. 11-149 & 150.	20 OCT 76	ARCHITECT TO PREPARE MOD.	NONE MOD. 76-A	NEED LOFM FINAL DIRECTION.
22	MODIFY UNIT A ELEVATOR NO. 11 PER UNIT B/C PLANS.	16 JUN 76	ARCHITECT TO PREPARE MOD.	NONE	
22	ADD TEL. TERMINAL CABINET IN ROOM 1-76 & MISC. TEL. CHANGES	AUG 76	ARCHITECT TO PREPARE MOD.	POSSIBLE same as 19	
22	CHANGE PAINTING SPECIFICATION FROM OIL TO LATEX BASED PAINTS	19 MAY 76	MOD. 63-P ISSUED FOR COSTING	NONE	
22	CHANGE FINISHING OF AUDIOMETRIC ROOMS TO FACTORY PAINT FINISH.	5 MAY 76	MOD. 65-P ISSUED FOR COSTING	NONE	
23	INCREASE CEILING HT. IN ROOMS 1-380 & 381 TO 8'0".		ARCHITECT TO PREPARE MOD.	NONE	DATE 1/77
23	REVISE FIRE MANAGEMENT ROOM 3-75 TO ACCOMODATE HONEYWELL.		MOD. 64-A ISSUED FOR RECORD	NONE	COMPLETE INFORMATION 1/11/77
24	ADD 6" CONCRETE SLAB OVER MECH. ENCL. STAIR G, FL. 2 WEST.	26 MAY 76	ARCHITECT TO PREPARE MOD.	NONE	SAME AS ITEM 18
24	ADDITIONAL MODIFICATION ITEMS				

No.	PROPOSED CHANGE DESCRIPTION	APPROVAL STATUS (DATE)	MODIFICATION PROCESSING STATUS	CONSTRUCTION SCHEDULE IMPLICATIONS	ACTION REQUIRED
25	REVISE ACCESS DOOR LOCATION CORE 31 & REVERSE CATWALK	—	ARCHITECT TO PREPARE MOD.	NONE	DATE: 12/15/76
26	CHANGE FILM ILLUMINATOR REQUIREMENTS	—	ARCHITECT TO PREPARE MOD.	NONE	DATE: 12/15/76
27	REVISE TEMP. CONTROLS FOR CHILLER PUMPS IN UNIT A	17 AUG 76	ARCHITECT TO PREPARE MOD.	NONE	DATE: 12/15/76
28	OMIT ALL FIELD PAINTING OF STRUCTURAL STEEL.	—	ARCHITECT TO WRITE MOD.	NONE	DATE: 12/15/76
27	WEST PLAZA DRAINAGE SYSTEM REVISIONS.	—	ARCHITECT TO WRITE MOD.	NONE	DATE: 12/15/76
28	OMIT STAINLESS STEEL FLASHING RELATED TO PLAZA CONSTRUCTION.	—	ARCHITECT TO WRITE MOD.	NONE	DATE: 12/15/76
29	REVISE STAIR A & D ELECTRIC LOCKING PROVISIONS.	3 AUG 76	MOD 66-P ISSUED FOR COSTING	NONE	DATE: 12/15/76
29	ACCEPT TITUS DIFFUSERS FOR TYPES M, N, & N-1.	12 AUG 76	NO MOD. TO BE ISSUED	NONE	DATE: 12/15/76
29	REMODEL LINER OF UNIT A AIR SHAFT.	—	—	NONE	DATE: 12/15/76
29	MODIFY ROOF DESIGN	—	—	—	DATE: 12/15/76

SAME AS ITEM 26

7 DEC 1976

DATE ~~15 NOV 1976~~
SHEET 6 OF 6

NO.	PROPOSED CHANGE DESCRIPTION	APPROVAL STATUS (DATE)	MODIFICATION PROCESSING STATUS	CONSTRUCTION SCHEDULE IMPLICATIONS	ACTION REQUIRED
	MISCELLANEOUS HARDWARE CHANGES	_____	ARCHITECT TO WRITE MOD.	NONE	NO MOD REQ'D AT THIS TIME.
32 30	REVISION OF EAST DELAWARE STREET AREA	_____	MODIFICATION BY UOFM	UNKNOWN	UOFM REQ. NEW DEVELOPMENT -
	ALLOW OTHER COIL-DAMPER COMBINATION.	_____	MOD. <u>62-E</u> ISSUED FOR COSTING.	NONE	
33 31	54 OMIT SPECIAL HANGERS IN MECHANICAL ROOMS	_____		NONE	UOFM NEGOTIATING CHANGE ?
34 32	55 MODIFY DUCT LINING	_____	ARCHITECT TO WRITE MOD.	NONE	UOFM NEGOTIATING CHANGE ?
	OTONEUROLOGY CHANGES	_____	_____	_____	<u>SAME AS ITEM NO. 3</u>
35 37	57 LIQUID MIGRATION PROVISIONS.				UOFM & ARCHITECT MUST RESOLVE !
35 34	58 ADDITIONAL CASEWORK UNITS IN WORK AREA 2-146.	2 NOV 76	ARCHITECT TO PREPARE MOD.	NONE	MARCH 1, 77
36 35 *3	59 CHANGES TO ROOM 11-109				FEB. 1, 77
	MODIFICATIONS ISSUED FOR COSTING	15 NOV 76 67 MODS	47 - QUOTED 20 - NOT QUOTED	YES	CONTRACTORS TO PROVIDE COSTS.



UNIVERSITY OF MINNESOTA
TWIN CITIES

Health Sciences Planning Office
Physical Planning
Box 75 Powell Hall
4103 Powell Hall
Minneapolis, Minnesota 55455
(612) 373-8981

*at the December 8, 76
Proceedings into being
public review &
which were submitted
in 1960 for review.
1976 - Kujawa
submitted a file
which,*

December 1, 1976

TO: Robert Dickler
Greg Kujawa
✓ Robert Swanson
Eugene Kogl
Richard Campbell
Duane Blanchard
John Scott
James Nelson
Linda Satorius
Clinton Hewitt
Tom Jones
Paul Kopietz
James Fallon

FROM: Paul Maupin *Paul Maupin*

SUBJECT: Building B/C
Modification & Change Order Procedures Revision

The attached Building B/C - Modification and Change Order Procedure has been revised. Therefore, we submit a revised copy for your files.

PJM:rm

Attachment

MODIFICATION AND CHANGE ORDER PROCEDURES

The purpose of this memorandum is to outline the modification and change order procedures which will be used during the construction phase of Unit B/C Phase I.

A. PURPOSE OF MODIFICATION ORDERS:

1. Provide an orderly record of all changes being considered, whether or not they involve changes in the contract amount or time.
2. Provide a record of the final disposition of any proposed change.
3. Permit action on a proposed change as promptly as possible to minimize the possibility of construction delays.
4. Provide disciplined channels of communications regarding proposed changes.
5. Eliminate the possibility of errors in the formal record of approved changes.

B. GENERAL PROVISIONS:

1. It will be the responsibility of each party (University, Architect/Engineer, Contractor) to consult with the appropriate persons in his organization as may be necessary to provide a proper decision on a proposed change and to determine when such consultation is required. Except as specifically provided for under the procedures, it shall also be the responsibility of each party to distribute, or otherwise communicate, the results of any action taken on a proposed change to the appropriate persons in his own organization.
2. Any approved change modifying the contract amount or completion time will result in a formal Change Order. Other significant changes, without change in cost or time, may also be recorded in a Change Order when deemed appropriate by the Owner.
3. All changes will be recorded through the "Modification of Construction Documents" (referred to as a Modification) procedure outlined herein.

4. For the obvious cost and time considerations, changes are to be discouraged, except:
 - a) To adjust to unanticipated field conditions.
 - b) When savings in construction cost and time may be realized without compromising the program, building function and construction quality.
 - c) To correct a clearly unworkable condition.
 - d) To improve construction or building function at minimal extra cost with no time change.
5. Meetings will be held by the University and Architect on a regular basis, or as required, to review proposed changes and to expedite decisions.

C. IDENTIFICATION OF MODIFICATIONS:

1. The following represent the possible origin of proposed changes and persons who may be interested in a change. The letter designation indicated will be a part of the number system for proposed Modifications. Where names are indicated, that person has been designated as the contact individual.

P University of Minnesota, Physical Planning
Paul J. Maupin, Health Sciences Planning Coordinator

E University of Minnesota Engineer and Construction
Eugene Kogl, Construction Coordinator

A Architect/Engineer (TAC and HSAE)

C Contractor

D. PROCEDURE

1. Initiating a Proposed Change

- a) No matter what the origin of a proposed change, only the following may initiate a change:

1. Health Sciences Planning Coordinator (Paul Maupin)
2. U/M Construction Coordinator (Eugene Kogl)
3. Architect/Engineer

- b) Proposed changes originating from the following sources must first be referred to the Health Sciences Planning Coordinator for decision as to whether the change should be pursued further:
1. U/M Using Departments
 2. U/M Physical Planning
 3. U/M Environmental Health and Safety Engineer
 4. Federal Government
 5. U/M Engineering and Construction Office
 6. Interior Design
- c) Proposed changes originating from the following shall be referred to the Overall Construction Coordinator for decision as to whether the change should be initiated:
1. U/M Construction Superintendents
 2. Contractors
 3. Field Conditions
 4. Local Government
 5. Schedule Manager
 6. Test and Balance Service
- d) Contractors shall refer proposed changes to the U/M Construction Coordinator when it involves design, structure, materials, equipment, systems or similar matters. The Architect/Engineer shall then be consulted on all such design and performance decisions, regardless of where the proposed change originated.
- e) When a proposed change is to be initiated (by one of the 3 parties in 'a' above) for further consideration, a Modification Identification Number will be assigned by the Architect/Engineer. The numbering will be consecutive, with the suffix letter indicating the responsible party. A brief description of the change will be recorded. This number will be retained for that proposed change, no matter what the subsequent disposition might be. Examples:
- 1-A (originated by Architect)
 - 2-P (originated by users or Physical Planning through the Health Sciences Planning Office)
 - 3-E (originated by Engineering & Construction)
- f) Each separable proposed change will receive its own Modification identification number. The number will not be re-used in the event the Modification is not approved.

2. Processing Modifications

- a) The Planning Coordinator and Overall Construction Coordinator will make a preliminary review, consulting with the Architect/Engineer when appropriate, of the proposed Modification to determine the next course of action, such as:
 1. Not make the proposed change.
 2. Refer to Planning Coordinator for consideration, including Using Department when necessary.
 3. Refer to Architect for consideration and recommendation.
 4. Refer to U/M Engineering and Construction or other appropriate department for consideration.
 5. Proceed with the Modification if no cost or time is involved.
 6. Pursue the possible cost involved by referring to the Contractors, obtaining their proposals when cost is actually involved.
- b) When any proposed Modification is referred to the Architect/Engineer for consideration and recommendation, the Architect/Engineer shall review it for possible change in program or space function. If it appears the change does involve program or function, the Architect/Engineer shall advise the Health Sciences Planning Coordinator and will not proceed with the Modification until so directed.
- c) A "Modification to Construction Documents", using a sequential number as identified, will be prepared when:
 1. It is determined the proposed change should be made.
 2. It is considered necessary that further description, investigation or review by various parties is necessary prior to a decision.
 3. A cost proposal is, or may be, required from the Contractors.
- d) The responsible construction superintendent will prepare the Modification text for routine-in-the-field adjustments and changes which are to be recorded. The Architect/Engineer will prepare Modifications which involve drawings, technical descriptions, materials/equipment investigations and descriptions, or design decisions, attaching drawings when necessary. In all cases the Architect/Engineer will assign the Modification number.

- e) Proposed Modifications will be reviewed by the Health Sciences Planning Coordinator, the Overall Construction Coordinator, the B/C Progress Committee and the Architect/Engineer, prior to involving the Contractor(s).
- f) When no change in cost is involved and the University and Architect determine to proceed with the Modification, the Architect will obtain the contractor's signature on the Modification form and will also give his recommendation signature. The Modification will become "final" when both the Construction Coordinator and the Health Sciences Planning Coordinator have signed.
- g) When cost may be involved, the Architect will forward the proposed Modification to the Contractors involved, requesting their evaluation and cost proposal. The Contractors shall submit the cost proposal, in breakdown form, to the Architect for evaluation.
- h) The Architect will review the cost proposal for acceptance. If costs are not acceptable, the architect will notify the University for direction. If the costs are acceptable, the architect will send the Modification to the contractor for signature. The Architect will then sign the Modification and forward it to the Construction Coordinator. After the Construction Coordinator and the Health Sciences Planning Coordinator have signed, the Modification becomes "final".
- i) No work on a Modification shall proceed until a cost is accepted by the University, unless the University so directs the work to proceed.
- j) A Modification description will be prepared for each separate Contractor who is affected. The outlined procedures apply to each Contractor.
- k) No Modification affecting more than one contractor will be executed by the University until acceptable proposals are received from all affected Contractors.
- l) Modifications not accepted will be so marked. The number will not be re-used in the even the change is re-considered later.

3. Distribution

- a) The Construction Coordinator's office will deliver the signed Modification to the Contractor and a copy will be sent to HSAE and to the Health Sciences Planning Coordinator.

- b) The University, Contractor and Architect/Engineer shall be responsible for providing and distributing copies within their own organization as needed. When appropriate, the University will distribute copies to the Federal Government, the Schedule Manager and the Test and Balance Service.

E. CHANGE ORDER PROCEDURE

1. All Modifications changing the contract amount or completion time will be processed as a Change Order. Payment Request amounts will be changed based upon approved Changes.
2. The Change Order (on a requisition form) and the accompanying transmittal letter will be prepared by Jim Fallon (Construction Field Office). Eugene Kogl will sign the requisition and letter, and copies of both the requisition and letter will be distributed to the Contractor, HSAE, and to Linda Satorius (Health Sciences Planning Office).
3. The requisition and a copy of the transmittal letter will be sent to Roger Erne (Physical Planning) who will obtain Paul Kopietz' signature on the requisition. The requisition will then be routed to the Business Office for processing.
4. Copies of the Purchase Order will be distributed by Roger Erne to the Contractor and to Linda Satorius.

F. SAMPLE FORMS:

1. Attached are samples of the Modification and Requisition forms.

MODIFICATION TO CONSTRUCTION DOCUMENTS

UNIVERSITY OF MINNESOTA

PROJECT _____
CONTRACTOR _____

When this Modification is signed, it shall become an order to proceed in accordance with the requirements of the Modification and the Contract Documents.

Cost change (Add) (Deduct) \$ _____
 No change in cost or time

A Change Order (will) (will not) be issued

Approved: _____ University Date _____
Planning Coordinator

Approved: _____ University Date _____
Engineering & Construction

Approved: _____ Contractor Date _____

Recommended: _____ Architect Date _____

MOD. NO. _____

MOD. REJECTED _____

CHANGE ORDER NO. _____

CONTRACTS TO BE MODIFIED

- General Construction
- Mechanical Work
- Electrical Work
- Vertical Transportation
- Casework
- _____
- _____

Person Requesting Change: _____

Reason for Change: _____

Description of Change:

REQUISITION

TYPE 06

SUB-ACCT.	FUND	DEPT. NO.	BUD.	REQ. NO.

QUADRUPPLICATE

LEAVE THIS SPACE BLANK

Type 07

Dr. _____ Cr. _____

Card Punched

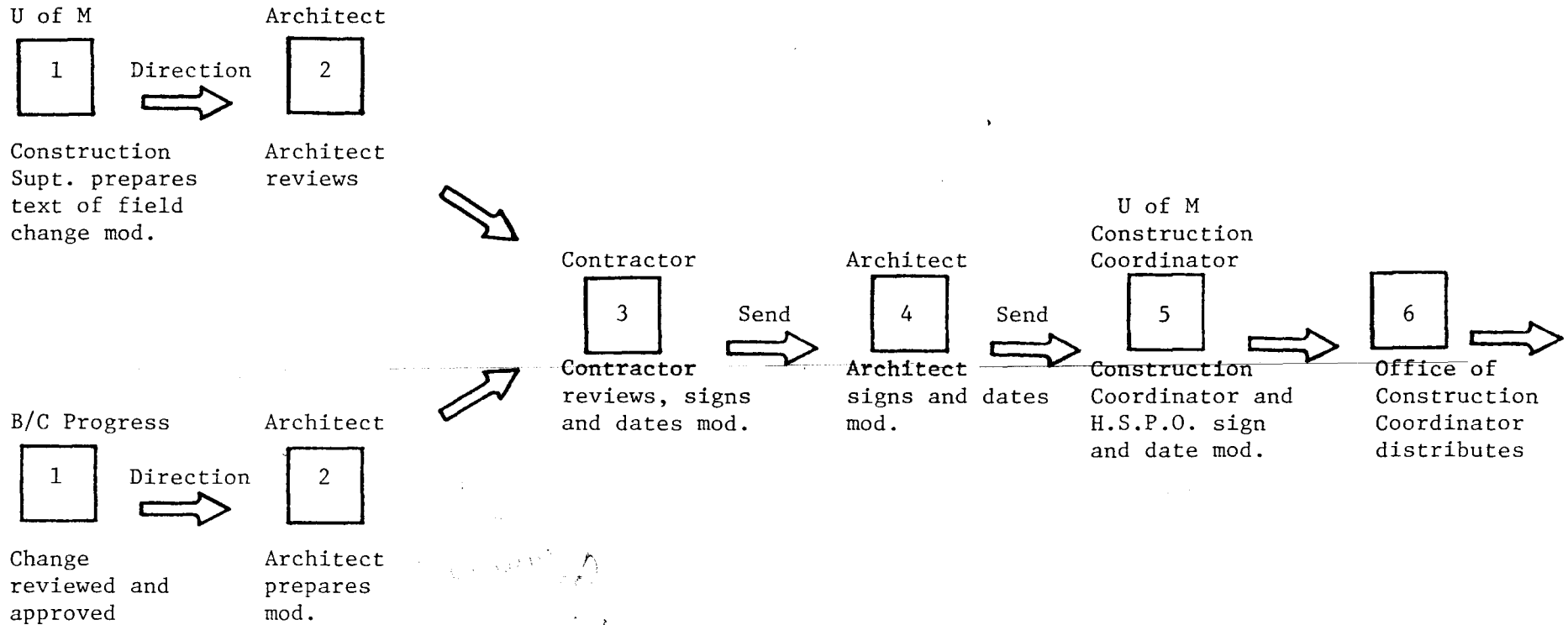
DESCRIPTION OF USE

ITEM NO.	QUANTITY	ITEMS (Give COMPLETE specifications and catalog number.) Single space items if more than one line; double space between each item. List serial numbers and University Inventory numbers of items being traded in.	UNIT PRICE		ESTIMATE
Total					

For Purchasing Agent's Use		Department	
Date			
Rec. by Purch. Agent	Deliver to (Bldg. and Room or Address)		
Rec. by Inquiry Clerk	Prepared by	Phone Extension	Date
Copy Mailed	Requested—Head of Department		Date
Rec. by Order Clerk	Recommended—Dean or Admin. Officer		Date
Order Mailed	Approved—Business Office		Date

CARD PUNCHED

NO COST/TIME CHANGE MODIFICATION



MODIFICATION WITH COST CHANGE

B/C Progress
Committee

Architect

Contractor

Architect

Contractor

Architect



Direction
→



Send
→



Send
→



Send
→



Send
→



Send
→

Proposed mod.
identified and
approved
(cc: U of M)

Architect pre-
pares mod for
costing

Contractor re-
views and pro-
vides cost break-
down

Architect eval-
uates costs for
acceptance. Mod
completed if costs
are accepted.
(See note)

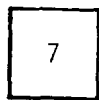
Contractor signs
and dates final
mod.

Architect
assembles
all data, signs
and dates mod
for forwarding
to U of M

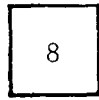
U of M

U of M

U of M



Send
→



Send
→



Send
→

Distribution
Architect
Contractor(s)
HSPO

Office of Con-
struction Coor-
dinator reviews,
signs and dates
mod.

HSPO reviews,
signs and dates
mod.

Office of Con-
struction Coor-
dinator distributes
mod.

NOTE: If there is any question concerning the cost, the architect will consult the Health Sciences Planning Office before proceeding.

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

Handwritten notes:
...
...
...
...
...

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 15 December 1976
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messrs; Maupin, Kogl, Campbell, Nelson, Swanson, Dickler,
Kujawa, Scott, Zeller, Blanchard and Ms. Satorius.
NOTE: Next Progress Meeting Wednesday January 5, 1977 at 10:00 AM.

ITEM ACTION/RESPONSE

1. Project Schedule. The U of M will meet with the M.T.S. Contractor and establish how they are to coordinate their efforts with the B/C Contractors and site conditions.

Kogl indicated that Campbell had written a letter to him indicating that modifications, shop drawings, and coordination items are having an adverse effect on the project. No one else was copied on the letter. No specifics were offered at the meeting.

✓2. Status of Proposed Changes and Modifications.

AS OF JAN. 5, 77 THE FOLLOWING LIST OF NEEDS HAVE APPROVAL TO SEND OUT TO THE CONTRACTORS,

Kogl indicated that the modifications issued to date have not affected job progress but he does remain concerned about holding changes to a minimum.

The processing schedule for proposed changes is as follows:

- 15 Dec. 1976 - Changes 6 and 10.
- 1 Jan. 1977 - Changes 13, 14, 16 and 19.
- 15 Jan. 1977 - Change 25.
- 1 Feb. 1977 - Changes 1 and 36.
- 1 Mar. 1977 - Changes 11, 18, 20, 26, 28, 29, 30 and 35.
- 1 Apr. 1977 - Change 24.
- 1 May 1977 - Change 7.
- 1 June 1977 - Change 23.
- 1 July 1977 - Changes 2, 4, 12, and 17.
- Unresolved Changes 3, 5, 8, 9, 15, 21, 22, 27, 31, 32, 33 and 34.

Handwritten notes:
22P
21P
22P
22P
24P
25P
26P - \$0,000-
27P - ITEM 1.h - INCLUDE OUTLET @ 12"
28P
29P

ITEM

ACTION/RESPONSE

- | ITEM | ACTION/RESPONSE |
|--|--|
| 3. Vernitron Sterilizers. | The Contractor has indicated that some of the User questions seem beyond their contractual responsibility to answer. The Architect indicated to the Contractor that the Owner had a right to ask the questions but that they could always limit their answers to the questions based upon their interpretation of their contractual responsibilities. |
| 4. Proposed Lighting Changes in Clinics. | The lighting mock-up has been evaluated by the Users and the changes now required appear to be minimal. The Hospital should complete its' evaluation by next week. |
| 5. Roof Design Changes. | The Architect is waiting for a response and/or direction from the University regarding the Contractors proposed specification and guarantee. |
| 6. Pulmonary Function Lab Addition. | This item is on hold by HSP0. |
| 7. Additional Proposed Changes. | All proposed changes are now listed on the monitoring schedule of proposed changes. Additional changes will be added to the list when approved at the B/C Progress Meetings. |
| 8. Contractor Sub/Mat Lists. | The Architect is evaluating final lists submitted by the Contractors. The lists are essentially complete. |
| 9. Color/Material Selections. | No change in status. |
| 10. Contingency Fund. | No change in status. |
| 11. Unit B/C Area Calculations by HSP0. | HSP0 indicated that there are variations based upon the purpose and use for the calculations. |
| 12. Unit B/C Phase II Work. | The Architect provided the U of M with a report on the work dated 9 December 1976. The status is as follows: <ul style="list-style-type: none"> a. Floors 1 and 2 by modification as soon as possible. # 782 100 + b. Floor 9 by competitive bidding. c. Floors 1, 2 and 9 interface modification as soon as possible. <p>The Construction Schedule requirements are to be included in the modification and costs provided.</p> |

ITEM	ACTION/RESPONSE
✓13. Diehl Hall Remodeling. <i>meeting work.</i>	HSP0 is evaluating the Architect's report dated 29 November 1976. Diehl Hall Remodeling work is subject to the Unit B/C Phase II Floor 9 work.
✓14. Auditorium Seating.	The Unit B/C Auditorium Seating will be bid shortly. The Bid Date will be set by Robert James. (Later - Bid Date set for 11 January 1977).
✓15. JOML-A Change Order and Unit B/C Mod. 61-P.	HSP0 will advise Architect as to what action should be taken on these two items.
✓16. Proposed Change No. 27 (Mod. 79-E). <i>REJECT FILE</i>	The Architect is awaiting approval on preliminary mod. description from U of M. <i>APPROVAL VARIOUS FOR</i>
✓17. Modification Procedures.	The Modification Procedures will now include a preliminary review step by the U of M prior to issuing the mod. to the Contractors for costing. HSP0 will re-issue the document describing the <u>Modification and Change Order Procedures</u> incorporating this step. The U of M review is to be done in 5 days for the typical modification.

cc: Meeting Attendees
 Clinton Hewitt

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 1 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
1	ADDITIONAL CASEWORK IN AUDIOLOGY CLINIC - ROOM 8-157	23 JUN 76	1 FEB 77	ARCH'T. TO PREPARE MOD.	23 JUN 76	
2	SECURITY ENCLOSURE FOR CART STORAGE AREA FLOOR 1.	26 MAY 76	1 JUL 77	ARCH'T. TO PREPARE MOD.	26 MAY 76	
3	ENT. CLINIC AREA REDESIGN ON FLOOR 8.	22 DEC 76	ASAP.	ARCH'T TO PREPARE MOD.	22 DEC 76	
4	ADD CONTROL DOORS IN TUNNEL CORR. TO RADIOLOGY ON FLOOR 2.	17 NOV. 76	1 JUL 77	ARCH'T. TO DEVELOP A DESIGN SOLUTION FOR APPROVAL		
5	GARAGE LINK BETWEEN UNIT B/C AND MAYO HOSPITAL E.R. - FLOOR 2.	17 NOV. 76		HSPO & HOSP TO EVALUATE DESIGN PROPOSAL PROVIDED BY ARCH'T (5 JAN. 1977)		
6	DELETE S.N.R. IN CERTAIN CLINIC TOILET ROOMS.	17 JUL. 76	15 DEC 77	CONTRACTOR COSTING MOD.	17 JUL 76	77-P 15 DEC 77
7	REVISED DESIGN FOR FLOORS 3 & 4. GUARDRAIL PROVISION.	13 OCT 76	1 MAY 77	ARCH'T. TO PREPARE MOD.	29 MAR 76	
8	LIGHTING CHANGES IN CLINICS.		A.S.A.P.	HOSP. EVALUATING NEEDS		
9	ADDITION OF INTRUSION DETECTION SECURITY SYSTEM. DOOR PROVISIONS ONLY	20 DEC 76	PRIORITY	HSPO TO PROVIDE FINAL DOOR LIST. ARCH'T TO PREPARE MOD.	10 ARCH 12/20/76 12/22/76	
10	LEAD SHIELDING FOR DOOR NO. 1-240.	11 AUG 76	15 DEC 76	CONTRACTOR COSTING MOD.	11 AUG 76	78-P 15 DEC 77

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 2 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
11	PLAZA WATERPROOFING DESIGN CHANGE.	18 AUG 76	1 MAR 77	ARCH'T TO PREPARE MOD.	17 NOV 76	
12	LEAD SHIELDING IN FLOOR OF ROOM 3-141.	29 SEP 76	1 JUL 77	ARCH'T TO PREPARE MOD.	29 SEP 76	
13	ADDITIONAL MISC. CHANGES IDENTIFIED ON LISTS DATED 23 APRIL 76 AND 4 JUN 76.	31 AUG 76	1 JAN 77	HSPO REVIEWING MOD. FOR APPROVAL TO ISSUE. ALL APPROVED JAN 5, 77	31 AUG 76	*1 JAN 77 80, 81, 84, 85, 86, 87, 88, 89
14	DELETE CASEWORK AND SPECIAL FINISHES IN UROLOGY ROOMS.	1 OCT 76	1 JAN 77	HSPO REVIEWING MOD. FOR APPROVAL TO ISSUE. ALL APPROVED JAN 5, 77	1 OCT 76	82-P *28 DEC 76
15	ADD A PULMONARY FUNCTION LAB ON FLOOR 4.	HOLD		HSPO/USER MUST RESOLVE PROGRAM CHANGE NEEDED HOLDING		
16	ADD ROOM TO FAMILY PRACTICE ON FLOOR 6.	5 NOV 76	1 JAN 77	HSPO REVIEWING MOD. FOR APPROVAL TO ISSUE. APPROVED JAN 5, 77	5 NOV 76	83-P *28 DEC 76
17	REIMBURSE ELECTRICAL CONTRACTOR FOR MISC. FIELD WORK.	28 OCT 76	1 JUL 77	ARCH'T. TO PREPARE MOD.	28 OCT 76	
18	ROOF DESIGN CHANGE BY UoFM FOR COST SAVINGS.	17 NOV 76	1 MAR 77	UoFM EVALUATING CONTRACTOR SPECIFICATION AND GUARANTEE.		
19	MISCELLANEOUS TELEPHONE CHANGES.	18 AUG 76	1 JAN 77	THE MOD. IS BEING PREPARED EXPECT TO COMPLETE MOD. BEFORE 7 JAN. 77 FOR REVIEW.	18 AUG 76	
20	OMIT RADIOLOGY CASH ALLOWANCE.	14 OCT 76	1 MAR 77	ARCH'T TO PREPARE MOD.	14 OCT. 76	

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 3 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
21	FLOOR 2 ADMISSIONS AREA CHANGE PER PHASE II PLANS.	—	—	RESOLUTION OF CHANGE SUBJECT TO UoFM DIRECTION REGARDING PHASE II	—	UNIT B/C PHASE II MOD.
22	MODIFY UNIT A ELEVATOR NO. 11 PER UNIT B/C PLANS.	16 JUN 76		HSPD EVALUATING TIME REQUIREMENTS. ^{INCLUDE} (DOWN TIME 4 WEEKS) ^{THE}	16 JUN 76	
23	INCREASE CEILING HT. IN ROOMS 1-380 & 381 TO 8'-0".	17 NOV 76	1 JUN 77	ARCH'T. TO PREPARE MOD.	17 NOV 76	
24	ADD 6" CONC. SLAB OVER MECH. ENCLOSURE STAIR G, FLOOR 2 W.	26 MAY 76	1 APR 77	ARCH'T. TO PREPARE MOD.	26 MAY 76	
25	REVISE ACCESS DOOR LOCATION CORE 31 AND REVERSE CATWALK.	FIELD	15 JAN 77	ARCH'T. TO PREPARE MOD.	FIELD	
26	FILM ILLUMINATOR CHANGE.	17 NOV. 76	1 MAR 77	ARCH'T TO PREPARE MOD.	17 NOV 76	
27	REVISE TEMP. CONTROLS FOR CHILLER PUMPS IN UNIT A.	17 AUG 76		COPY OF MOD. TO UoFM FOR REVIEW & APPROVAL.	14 DEC 76	* 79-E 15 DEC 76
28	OMIT ALL FIELD PAINTING OF STRUCTURAL STEEL.	20 MAY 76	1 MAR 77	ARCH'T TO PREPARE MOD.	20 MAY 76	
29	WEST PLAZA DRAINAGE SYSTEM PROVISIONS	17 NOV. 76	1 MAR 77	UoFM & ARCHITECT TO RESOLVE DESIGN.		
30	OMIT STAINLESS STEEL FLASHING RELATED TO PLAZA CONSTRUCTION.	17 NOV. 76	1 MAR. 77	ARCH'T. TO PREPARE MOD.	17 NOV 76	

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 4 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	DATE CHANGE RESOLVED	DATE MOD. ISSUED
31	REMODEL LINER OF UNIT A AIR SHAFT.	FIELD	—	UofM TO ADVISE ARCHITECT OF WORK SCOPE & COST.	FIELD	
32	REVISION OF EAST DELAWARE STREET AREA BY UofM.	18 FEB 76	MAY 77	UofM WILL PREPARE MOD. IN SPRING OF 1977		
33	OMIT SPECIAL HANGERS IN MECHANICAL ROOMS.			UofM NEGOTIATING CHANGE WITH MECHANICAL CONTRACTOR.		
34	MODIFY DUCT LINING.			UofM NEGOTIATING CHANGE WITH MECHANICAL CONTRACTOR.		
35	ADDITIONAL CASEWORK UNITS IN WORK AREA 2-146.	2 NOV. 76	1 MAR 77	ARCH'T TO PREPARE MOD.	2 NOV. 76	
36	CHANGES TO DR. NAJARIAN OFFICE AREA FLOOR 11.	15 NOV. 76	1 FEB 77	ARCH'T. DEVELOPING MODIFICATIONS PER HSPO DIRECTION	15 NOV. 76	
37	LAB. MEDICINE CASEWORK CHANGE FOR ROOM 1-192.	15 DEC 76	1 FEB 77	ARCH'T. TO PREPARE MOD.	15 DEC 76	
38						
39						
40						

THE ARCHITECTS COLLABORATIVE, INC.
HEALTH SCIENCES ARCHITECTS AND ENGINEERS, INC.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION

*4/18/77 17 Mod. 5 to for OR
expansion for
4-18-77 the
transportation agreement.*

RECEIVED

JAN 13 1977

MEMORANDUM

MEMO TO: Unit B/C File
MEMO BY: Duane E. Blanchard
DATE: 5 January 1977
SUBJECT: Unit B/C Progress Meeting
PRESENT: Messrs; Maupin, Nelson, Swanson, Dickler,
Zeller, Blanchard and Ms. Satorius.
NOTE: Next Progress Meeting Wednesday January 19, 1977
at 10:00 AM.

UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE

ITEM ACTION/RESPONSE

- ✓1. Project Schedule. There was no project schedule report since neither Kogl or Campbell were at the meeting.
FLOORS II + 12 are on 19 day schedule
- ✓2. Status of Proposed Changes and Modifications. The current status of all proposed changes is indicated on the Monitoring Schedule dated 5 January 1977. All changes have been developed into modifications per schedule except No. 19 which will be completed this week. Action on the following changes are as noted:
- × a. Change No. 3 approved for Architect development.
 - × b. Change No. 5 proposed design provided to HSPO and Hospital for review and approval. Estimated cost \$5000 to \$6000.
 - ✓ c. Change No. 9 has been resolved for an initial modification.
 - approved* × d. Change No. 16 has an estimated cost of \$5000. This is Mod. 83-P being reviewed by HSPO.
 - ? × e. Change No. 21 will be done as a part of Unit B/C Phase II modification.
- ✓ HSPO advised that Modifications 79 through 89 were approved for issuing to the Contractors for cost quotations.

ITEM	ACTION/RESPONSE
✓3. Vernitron Sterilizers.	<p>The Contractor has provided a response to the Users final questions. The response was forwarded by the Architect to HSP0 3 January 1977.</p> <p>✓ HSP0 will provide a letter for the Contractors acknowledging the Contractor's response.</p>
✓4. Proposed Lighting Changes in Clinics.	<p>The Hospital and HSP0 have not completed their evaluation of the changes desired.</p>
✓5. Contractor Sub/Mat Lists.	<p>The Architect will be forwarding the lists to the U of M with a letter indicating the minor items which are unresolved.</p>
✓6. Color/Material Selections.	<p>The status of the color and material selections was discussed. The Architect is in the process of summarizing the status which includes:</p> <p>✓ a. U of M approvals required. - TAC, HSP0, HOSPITAL b. Samples to be provided by the Contractors. c. Some additional selections by the Architect.</p>
✓7. Contingency Fund.	<p>A report dated January 5, 1977 was distributed. The original schedule of proposed changes has been dropped. HSP0 will now add the funding source and estimated cost to the monitoring schedule provided by the Architect.</p>
✓8. Unit B/C Phase II Work.	<p>The Architect reviewed the schedule for this work and provided a chart showing the schedule. HSP0 requested the following:</p> <p>a. An updated cost estimate should be provided for the Phase II Modifications.</p> <p>b. HSP0 requests an updated letter from TAC identifying the logic of doing this work by modification.</p> <p>c. The availability of a large elevator for the use of the Hospital and Contractor during the Floor 9 construction period must be evaluated and resolved.</p>
✓9. Diehl Hall Remodeling.	<p>✓ A Detoxification Center may be added to Phase II on Floor 15 of Unit B/C. HSP0 and the Architect will check code implications of this addition regarding occupancy requirements. NO CODES REQUIRED</p>
✓9. Diehl Hall Remodeling.	<p>HSP0 would like a cost review meeting with the Architect. The Architect will advise HSP0 as to an appropriate date for such a meeting.</p>
✓10. Auditorium Seating.	<p>Bids are due 11 January 1977. The Owner will award the subcontractor based upon cost and an evaluation of chairs proposed by the Vendors.</p>

ITEM	ACTION/RESPONSE
✓11. JOML-A Change Order and Unit B/C Mod. 61-P.	JOML-A change order was approved by HSP0 and has been issued to the Contractor. The U of M is to resolve the costs on Mod. 61-P so that mod. can be finalized.
✓12. Modification Procedures.	HSP0 will issue an updated document describing the modification procedures.
✓13. Mayo Hospital Entrance Remodeling.	The status of the work was discussed. The Hospital will check with the U of M supervision regarding the Contractors construction schedule.
✓14. M.T.S. Contract Status.	HSP0 and the Hospital need to review the status of the Architectural Services with TAC for the M.T.S. Contract. Clarification of responsibilities is needed regarding phase of work, roles of the various parties and fee arrangements.
✓15. Unit A and C Floor Elevation Relationships.	The U of M is currently investigating the apparent difference in Unit A and C floor elevations. There is no report at this time.

NOTE: Monitoring Schedule of Proposed Changes dated 5 January 1977 is attached.

cc: Meeting Attendees
 Clinton Hewitt
 Eugene Kogl
 Richard Campbell
 Greg Kujawa
 John Scott

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 1 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	FUNDING SOURCE EST. COST	MOD. NO. & DATE ISSUED
1	ADDITIONAL CASEWORK IN AUDIOLOGY CLINIC - ROOM 8-157	23 JUN 76	1 FEB 77	ARCH'T. TO PREPARE MOD.	HOSP. \$2,200	
2	SECURITY ENCLOSURE FOR CART STORAGE AREA FLOOR 1.	26 MAY 76	1 JUL 77	ARCH'T. TO PREPARE MOD.	HOSP. \$2,500	
3	ENT. CLINIC AREA REDESIGN ON FLOOR 8.	22 DEC 76	ASAP.	ARCH'T TO PREPARE MOD.	HOSP. (MAXIMUM) \$15,000	
4	ADD CONTROL DOORS IN TUNNEL CORR. TO RADIOLOGY ON FLOOR 2.	17 NOV 76	1 JUL 77	ARCH'T. TO DEVELOP A DESIGN SOLUTION FOR APPROVAL	HOSP. \$1,500	
5	GARAGE LINK BETWEEN UNIT B/C AND MAYO HOSPITAL E.R. - FLOOR 2.	17 NOV. 76		HSPO & HOSP TO EVALUATE DESIGN PROPOSAL PROVIDED BY ARCH'T (5 JAN. 1977)	HOSP. \$6,000	
6	DELETE S.N.R. IN CERTAIN CLINIC TOILET ROOMS.	17 JUL. 76	15 DEC 77	CONTRACTOR COSTING MOD.	CREDIT	77-P 15 DEC 77
7	REVISED DESIGN FOR FLOORS 3 & 4. GUARDRAIL PROVISION.	13 OCT 76	1 MAY 77	ARCH'T. TO PREPARE MOD.	HOSP. \$7,500	
8	LIGHTING CHANGES IN CLINICS.		A.S.A.P.	HOSP. EVALUATING NEEDS	HOSP.	
9	ADDITION OF INTRUSION DETECTION SECURITY SYSTEM. DOOR PROVISIONS ONLY	20 DEC 76	PRIORITY	HSPO TO PROVIDE FINAL DOOR LIST. ARCH'T TO PREPARE MOD.	HOSP.	
10	LEAD SHIELDING FOR DOOR NO. 1-240.	11 AUG 76	15 DEC 76	CONTRACTOR COSTING MOD.		78-P 15 DEC 77

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 2 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	FUNDING SOURCE EST. COST	MOD. NO. & DATE ISSUED
11	PLAZA WATERPROOFING DESIGN CHANGE.	18 AUG 76	1 MAR 77	ARCH'T TO PREPARE MOD.	CONT. CREDIT \$40,000	
12	LEAD SHIELDING IN FLOOR OF ROOM 3-141.	29 SEP 76	1 JUL 77	ARCH'T TO PREPARE MOD.	HOSP. \$3,000	
13	ADDITIONAL MISC. CHANGES IDENTIFIED ON LISTS DATED 23 APRIL 76 AND 4 JUN 76.	31 AUG 76	1 JAN 77	HSPO REVIEWING MOD. FOR APPROVAL TO ISSUE.	HOSP \$7,600	89,81,84,85, 86,87,88,89 1 JAN 77
14	DELETE CASEWORK AND SPECIAL FINISHES IN UROLOGY ROOMS.	1 OCT 76	1 JAN 77	HSPO REVIEWING MOD. FOR APPROVAL TO ISSUE.	HOSP. CREDIT \$4,000	82-P 28 DEC 76
15	ADD A PULMONARY FUNCTION LAB ON FLOOR 4.	HOLD		HSPO/USER MUST RESOLVE PROGRAM CHANGE NEEDED	HOSP.	
16	ADD ROOM TO FAMILY PRACTICE ON FLOOR 6.	5 NOV 76	1 JAN 77	HSPO REVIEWING MOD. FOR APPROVAL TO ISSUE.	\$5,000	83-P 28 DEC 76
17	REIMBURSE ELECTRICAL CONTRACTOR FOR MISC. FIELD WORK.	28 OCT 76	1 JUL 77	ARCH'T. TO PREPARE MOD.	CONT. \$550	
18	ROOF DESIGN CHANGE BY UoFM FOR COST SAVINGS.	17 NOV 76	1 MAR 77	UoFM EVALUATING CONTRACTOR SPECIFICATION AND GUARANTEE.	CONT. CREDIT	
19	MISCELLANEOUS TELEPHONE CHANGES.	18 AUG 76	1 JAN 77	THE MOD. IS BEING PREPARED EXPECT TO COMPLETE MOD. BEFORE 7 JAN. 77 FOR REVIEW.		
20	OMIT RADIOLOGY CASH ALLOWANCE.	14 OCT 76	1 MAR 77	ARCH'T TO PREPARE MOD.	CREDIT	

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 3 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	FUNDING SOURCE EST. COST	MOD. NO. & DATE ISSUED
21	FLOOR 2 ADMISSIONS AREA CHANGE PER PHASE II PLANS,	—	—	RESOLUTION OF CHANGE SUBJECT TO UoFM DIRECTION REGARDING PHASE II	—	UNIT B/C PHASE II MOD.
22	MODIFY UNIT A ELEVATOR NO. 11 PER UNIT B/C PLANS,	16 JUN 76		HSPO EVALUATING TIME REQUIREMENTS. (DOWN TIME 4 WEEKS)	CONT. \$ 5,000	
23	INCREASE CEILING HT. IN ROOMS 1-380 & 381 TO 8'-0".	17 NOV 76	1 JUN 77	ARCH'T. TO PREPARE MOD.	CONT. \$ 400	
24	ADD 6" CONC. SLAB OVER MECH. ENCLOSURE STAIR G, FLOOR 2 W.	26 MAY 76	1 APR 77	ARCH'T. TO PREPARE MOD.	CONT. \$ 200	
25	REVISE ACCESS DOOR LOCATION CORE 31 AND REVERSE CATWALK.	FIELD	15 JAN 77	ARCH'T. TO PREPARE MOD.	CONT. MINIMUM	
26	FILM ILLUMINATOR CHANGE.	17 NOV 76	1 MAR 77	ARCH'T TO PREPARE MOD.	CONT. CREDIT \$ 2,000	
27	REVISE TEMP. CONTROLS FOR CHILLER PUMPS IN UNIT A.	17 AUG 76		COPY OF MOD. TO UoFM FOR REVIEW & APPROVAL.	CONT. CREDIT \$ 10,000	79-E 15 DEC 76
28	OMIT ALL FIELD PAINTING OF STRUCTURAL STEEL.	20 MAY 76	1 MAR 77	ARCH'T TO PREPARE MOD.	CONT. CREDIT \$ 5,700	
29	WEST PLAZA DRAINAGE SYSTEM PROVISIONS	17 NOV 76	1 MAR 77	UoFM & ARCHITECT TO RESOLVE DESIGN.	CONT.	
30	OMIT STAINLESS STEEL ELASHING RELATED TO PLAZA CONSTRUCTION.	17 NOV 76	1 MAR 77	ARCH'T. TO PREPARE MOD.	CONT. CREDIT \$ 13,700	

UNIT B/C - PROPOSED CHANGES / MODIFICATIONS MONITORING SCHEDULE

DATE 5 JAN 1977
SHEET 4 OF 4

NO.	DESCRIPTION OF PROPOSED CHANGE	DATE CHANGE APPROVED	ISSUE DATE REQ'D.	PROCESSING STATUS OF CHANGE	FUNDING SOURCE EST. COST	MOD. NO. & DATE ISSUED
31	REMODEL LINER OF UNIT A AIR SHAFT.	FIELD	_____	UofM TO ADVISE ARCHITECT OF WORK SCOPE & COST.	CONT.	
32	REVISION OF EAST DELAWARE STREET AREA BY UofM.	18 FEB 76	MAY 77	UofM WILL PREPARE MOD. IN SPRING OF 1977	CONT.	
33	OMIT SPECIAL HANGERS IN MECHANICAL ROOMS.			UofM NEGOTIATING CHANGE WITH MECHANICAL CONTRACTOR.	CONT CREDIT	
34	MODIFY DUCT LINING.			UofM NEGOTIATING CHANGE WITH MECHANICAL CONTRACTOR.	CONT. CREDIT \$ 2,500	
35	ADDITIONAL CASEWORK UNITS IN WORK AREA 2-146.	2 NOV. 76	1 MAR 77	ARCH'T TO PREPARE MOD.	HOSP. \$ 900	
36	CHANGES TO DR. NAJARIAN OFFICE AREA FLOOR 11.	15 NOV. 76	1 FEB 77	ARCH'T. DEVELOPING MODIFICATIONS PER HSPD DIRECTION	D. SURGERY \$ 30,000	
37	LAB MEDICINE CASEWORK CHANGE FOR ROOM 1-192.	15 DEC 76	1 FEB 77	ARCH'T. TO PREPARE MOD.	HOSP.	
38						
39						
40						