

**One University Place**  
**Progress Meeting #1**

**MLC JOB: 2343**  
**Date: 8-21-15**

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

- Need Masonry submittal (CMU and Brick)
- HVAC precast openings coming from Bowker to MLC by 10-22-15.
- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS.
- Need remaining rebar drawings for stoops and east end retaining radius footing and walls.
- Need elevator shops, discussed increasing 8'-6 to 8'-8" dimension with design team.
- Waterproofing and drainage tile to be uploaded by 10-23-15 from MLC.

Need all subs to get submittals in to MLC for south building by end of November 2015.

**D. Material Schedule & Delivery:**

- Footing and dowel rebar to site 10-22-15.
- Footing and wall forms to site.
- MLC rock road install 10-22-15 down center of lower level.
- Storm drain install east end 10-22-15.
- Precast to site 11-23-15, will install from West to East through level 2.

**E. Review Request for Information (RFI):**

- RFI #1 East/West retaining wall elevations, clarification. Discussion with design after meeting.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed.

**F. Review ASI's, CARs, and COs:**

- No ASI, ITC or change orders at this time.

**G. Work Progress:**

**Last Two (2) Weeks:**

- East end storm and re-work of east end grade and slopes. Area seeded and SWPPP measures in place.
- Completed excavation of building foundation, layout and geo pier install completed and excavation of half of the building footings.
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**Next Two (2) Weeks:**

- Footings and foundation walls.
- East end storm tie in.
- East end retaining wall and transformer pad after final design.
- Prep for underground rough in, plumbing and electrical.
- South building submittals from all subs.

**H. Old Business:**

- Jeff Maxwell to pick up building permit from City of University Heights and get to Jeff Price at MLC.
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

**I. New Business/General Discussion:**

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Design team to give new drawings with storm and sewer elevations on the north side of the south building for sleeving purposes and coordination of lines.
- Design team to review Elevator shop drawing requesting 8'-8" for the shaft. MLC to get to pre-cast fabricator for changes.
- Sub-contractors to have all submittals for the south building in to MLC before the end of November.
- Please sign and send all SWPPP Co permittee forms and return to MLC prior to November 4<sup>th</sup> meeting.

**J. Safety;**

- **Hard hats required on job at all times. High visibility PPE is requested.**
- **MLC will stop any activities deemed un safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members.**

**Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.

Next meeting to be held on Wednesday, 11-4-15 at 2 PM in St Andrews room 309.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***

**One University Place**  
**Progress Meeting #2**

**MLC JOB: 2343**  
**Date: 11-4-15**

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

- Need Masonry submittal (CMU and Brick). Priority for elevator walls and mock up.
- HVAC precast openings received from Bowker and sent to Mid states 10-23-15.
- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS after UH city council provides option.
- Need remaining rebar drawings for stoops and west end retaining wall and trash enclosure.
- Elevator shops, increased 8'-6 to 8'-8" dimension with design team. West wall only.
- Waterproofing, drainage board, insulation and drainage tile all returned to MLC.

Need all subs to get submittals in to MLC for south building by end of November 2015.

**D. Material Schedule & Delivery:**

- All footing and wall bar to site for foundation. East radius and west retaining wall to come.
- Footing and wall forms to site.
- Waterproofing to MLC yard, drainage tile, drainage board and insulation to site week of 11-9-15.
- Lift station to site.
- Precast to site 11-23-15, will install from West to East through level 2.

**E. Review Request for Information (RFI):**

- RFI #1 East/West retaining wall elevations, clarification. Discussion with design after meeting. Pending.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed. Pending.
- RFI #3 – FEC locations returned.
- RFI #4 – South Building electrical service. Pending. Priority, holding up submittals and equipment.

- RFI #5 – Paint colors for Hollow metal doors and frames. Pending
- RFI #6 – Tri city service conduit, where to enter NE corner of building. Pending. Hot item as pouring of footings continue. Need response by end of day 11-5-15.
- RFI #7 – Framing material species. Returned
- RFI #8 – TJI bearing condition questions. Pending.

**F. Review ASI's, CARs, and COs:**

- No ASI, ITC or change orders at this time.

**G. Work Progress:**

**Last Two (2) Weeks:**

- **East end storm and re-work of east end grade and slopes. Area seeded and SWPPP measures in place.**
- **Placed and poured 75% of the footings and 70% of the interior piers.**
- **Asphalt patches and main drives replaced and lay down area rolled.**

**Next Two (2) Weeks:**

- Complete footings and start foundation walls.
- East end retaining wall and transformer pad after final design. Pending city council review.
- Prep for underground rough in, plumbing and electrical, electrical rough ins at footings.
- Waterproofing, drainage tile, and backfilling up first few feet right behind wall pours.
- South building submittals from all subs.

**H. Old Business:**

- Jeff Maxwell to pick up building permit from City of University Heights and get to Jeff Price at MLC. Update and copy of permit to Jeff Price on site.
- Jeff Maxwell to verify who will be governing fire/smoke and sprinkler review. City of Coralville? Fire Marshal?
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

**I. New Business/General Discussion:**

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Design team to give new drawings with storm and sewer elevations on the north side of the south building for sleeving purposes and coordination of lines.
- Sub-contractors to have all submittals for the south building in to MLC before the end of November.
- Please sign and send all SWPPP Co permittee forms and return to MLC prior to November 18<sup>th</sup> meeting.
- Construction entering and exiting through east end construction access only. No driving on front drive with construction equipment.
- MEP above ceiling coordination mandatory meeting for all MEP subs after next meeting. Please have design drawings in hand for review. Design team to have reps at meeting.

**Safety:**

- **Hard hats required on job at all times. High visibility PPE is requested.**
- **MLC will stop any activities deemed un safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members.**

**Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.

Next meeting to be held on Wednesday, 11-18-15 at 2 PM in St Andrews room 306 with MEP coordination (above ceiling review) directly following contractor meeting at 3PM.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***

**One University Place**  
**Progress Meeting #3**  
MLC JOB: 2343  
Date: 11-18-15

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

Masonry submittal (CMU and Brick) returned. Priority for elevator walls and mock up.

- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS after UH city council provides option.
- Need remaining rebar drawings for west end retaining wall and trash enclosure, ITC coming with revisions.

Need all subs to get submittals in to MLC for south building by end of November 2015.

**D. Material Schedule & Delivery:**

- All footing and wall bar to site for foundation. East radius and west retaining wall to come.
- Footing and wall forms to site.
- Waterproofing to MLC yard, drainage tile, drainage board and insulation to site.
- Lift station to site.
- Precast to site 11-30-15, will install from West to East through level 2.

**E. Review Request for Information (RFI):**

- RFI #1 West retaining wall elevations, clarification. Discussion with design after meeting. Pending. ITC coming.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed. Pending. Answered 11-11-15, scupper drain.
- RFI #3 – FEC locations returned.
- RFI #4 – South Building electrical service. Pending. Mid-American OK with south building but Modus to review and re-draw north building electrical so Tri-city can get shops coming.
- RFI #5 – Paint colors for Hollow metal doors and frames. Returned. P2 chosen.

- RFI #6 – Tri city service conduit, where to enter NE corner of building. Returned.
- RFI #7 – Framing material species. Returned for south building.
- RFI #8 – TJI bearing condition questions. Returned, ITC to follow.
- RFI #9 – Sand/Oil interceptor- pending.
- RFI #10- Arc fault/GFI Breakers. Returned.
- RFI #11- Site IT, where should Tri city take piping outside of building. Pending.
- RFI #12- Masonry to pre-cast detail. Returned
- RFI #13- Pre-cast beams 2” too tall. Returned, they will be cut down.
- RFI #14- Embed locations for beams 17 and 22. Returned.
- RFI #15- Keying-core info. Returned.

**F. Review ASI’s, CARs, and COs:**

- No ASI, ITC or change orders at this time.

**G. Work Progress:**

**Last Two (2) Weeks:**

- **East end storm and re-work of east end grade and slopes. Area seeded and SWPPP measures in place.**
- **Placed and poured 90% of the footings and 70% of the interior piers. Made wall pour #1 on grids 1-5 on E line and wall pour #2 at elevator shaft and up footing steps.**
- **Asphalt patches and main drives replaced and lay down area rolled.**
- **Lift station install continued.**
- **MLC waterproofing on Wall pour #1.**

**Next Two (2) Weeks:**

- Complete footings and continue foundation walls, east end.
- East end retaining wall and transformer pad after final design. Pending city council review.
- Prep for underground rough in, plumbing and electrical, electrical rough ins at footings.
- MLC Waterproofing, drainage tile, and backfilling up first few feet right behind wall pours.
- Pre cast install scheduled for 11-30-15.
- Masonry walls at elevator to start 11-19-15.
- Need update from Maxwell on underground work and lift station.
- South building submittals from all subs.

## H. Old Business:

- Jeff Maxwell to pick up building permit from City of University Heights and get to Jeff Price at MLC. Update and copy of permit to Jeff Price on site.
- Jeff Maxwell to verify who will be governing fire/smoke and sprinkler review. City of Coralville? Fire Marshal?
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

## I. New Business:

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Design team to give new drawings with storm and sewer elevations on the north side of the south building for sleeving purposes and coordination of lines.
- Sub-contractors to have all submittals for the south building in to MLC before the end of November.
- Please sign and send all SWPPP Co permittee forms and return to MLC prior to November 18<sup>th</sup> meeting.
- Construction entering and exiting through east end construction access only. No driving on front drive with construction equipment.
- MEP above ceiling coordination mandatory meeting for all MEP subs after next meeting. Please have design drawings in hand for review. Design team to have reps at meeting.
- Cad files have been distributed to all parties who have signed waivers.
- Modus to clean up Revit files and send to Bowker 11-19-15 so Bowker may proceed with Mechanical shop drawings. Tri-state sprinkler will need Bowker shops prior to their shops.
- Modus to revise North building drawings and get back to Tri-city electric so they can continue shop drawings and equipment procurement. South building to have 2 disconnects per Mid-American.
- MEP shops to be in full swing by next progress meeting. MEP coordination meeting #2 to be scheduled at 12-2-15 meeting. Project goal is to have all MEP shops in place and all coordination issues resolved before the end of December 2015.
- MEP coordination meeting #1 was held after 11-18-15 progress meeting. All CAD/Revit files to be distributed to all subs before end of day Friday 11-20-15.

### Safety:

- **Hard hats required on job at all times. High visibility PPE is requested.**
- **MLC will stop any activities deemed un safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members.**

**Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.
- Pre-cast to start install on Monday 11-30-15.

Next meeting to be held Wednesday, 12-2-15 at 2 PM in St Andrews room 306.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***

**One University Place**  
**Progress Meeting #4**

MLC JOB: 2343  
Date: 12-2-15

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS after UH city council provides option. Need something to send to subs for deductive change order for retaining wall and fill at transformer pad so Tri-city can get that installed.
- Need remaining rebar drawings for west end retaining wall and trash enclosure, ITC coming with revisions.
- Need Masonry mock up with white mortar laid up and to site for Design team review.
- North building footing rebar uploaded- low on priority list.
- Paint product uploaded and paint samples delivered to NM on 12-2-15. Please return one approved sample set to MLC.
- TJI's uploaded and in for review, high priority.
- Structural steel shops in MLC review and will be uploaded this week to design team.
- Tapered insulation from West Branch roofing in MLC review and uploaded this week.
- Tri city electric panel boards in MLC review and uploaded this week.

Need all subs to get submittals in to MLC for south building by end of December 2015.

**D. Material Schedule & Delivery:**

- All footing and wall bar to site for foundation, masonry and exterior stoops. East radius and west retaining wall to come.
- Footing and wall forms on site.
- Waterproofing to MLC yard, drainage tile, drainage board and insulation to site.
- Lift station to site and installed.
- Precast to site 11-30-15, will install from West to East through level 2. Truck staging offsite.
- Moyle mock up to site with white mortar as discussed on site with NM.

**E. Review Request for Information (RFI):**

- RFI #1 West retaining wall elevations, clarification. Discussion with design after meeting. Pending. ITC coming.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed. Pending. Answered 11-11-15, scupper drain. Use at both east and west area wells.
- RFI #3 – FEC locations returned.
- RFI #4 – South Building electrical service. Pending. Mid-American OK with south building but Modus to review and re-draw north building electrical so Tri-city can get shops coming.
- RFI #5 – Paint colors for Hollow metal doors and frames. Returned. P2 chosen.
- RFI #6 – Tri city service conduit, where to enter NE corner of building. Returned.
- RFI #7 – Framing material species. Returned for south building. Questions on North building, Nagle to price up and present prior to design team decision.
- RFI #8 – TJI bearing condition questions. ITC issued and submittal in RR review.
- RFI #9 – Sand/Oil interceptor- Part 2 pending on the venting.
- RFI #10- Arc fault/GFI Breakers. Returned.
- RFI #11- Site IT, where should Tri city take piping outside of building. Pending.
- RFI #12- Masonry to pre-cast detail. Returned
- RFI #13- Pre-cast beams 2” too tall. Returned, they will be cut down.
- RFI #14- Embed locations for beams 17 and 22. Returned.
- RFI #15- Keying-core info. Returned. Doors inc. at 12-2-15 meeting to site, additional questions answered and clarified.
- RFI #16- Low voltage clarifications 1A returned.
- RFI #17- Tri-state sprinkler design questions- Pending
- RFI #18- Low voltage clarification 2A-Pending

**F. Review ASI's, CARs, and COs:**

- ASI #1- Misc. South building revisions.
- ITC's or ASI's to be coming to delete east end retaining wall, 2<sup>nd</sup> and 3<sup>rd</sup> floor plan sheets to be revised and sent. Floors will mirror each other to help with plumbing rough ins and ITC/ASI to follow on deleting the sun room walls.

None of these items have been posted to submittal exchange at this time.

- PR #1-Electrical Service revisions
- PR #3- Power and Telecom Revisions

1. COR #1- Cabinet changes- pending

**G. Work Progress:**

**Last Two (2) Weeks:**

- **East end storm and re-work of east end grade and slopes. Area seeded and SWPPP measures in place. Need documentation or PR to get deduct for no retaining wall and revised landscaping numbers.**
- **Placed and poured 95% of the footings and 100% of the interior piers and 90+ % of foundations walls. Made wall pours #3 north wall west end, #4 west end and #5 south wall east end and remainder of interior piers.**
- **Lift station installed.**
- **MLC waterproofing on Wall pours 3 and 4 with drainage board, drainage tile, clean ballast and filter fabric installed.**
- **Sand/Oil interceptor set and backfilled.**

**Next Two (2) Weeks:**

- Complete footings and continue foundation walls, east end after pre-cast is set.
- West end retaining wall and transformer pad after final design and additional grading. Pending city council letter to Maxwell.
- Prep for underground rough in, plumbing and electrical, electrical rough ins at footings.
- MLC Waterproofing, drainage board, drainage tile, clean ballast, and install filter fabric on the remaining wall pours.
- Maxwell backfilling up first few feet right behind all wall pours. Get to bottom of exterior stoop location. Maxwell install storm and sewer piping on north side of south building as backfilling proceeds.
- Foundations unlimited back to do exterior stoops
- Pre cast install scheduled for 12-2-15.
- Masonry walls at elevator complete through 2<sup>nd</sup> floor and complete lower level masonry walls. Layup and bring mock up to site the week of 12-7-15.
- MLC grading SOG ahead of precast.
- Underground work from Bowker and MLC down center of lower level as soon as precast activities allow.
- South building submittals from all subs.

**H. Old Business:**

- Building permit from City of University Heights coming to Jeff Price at MLC trailer.
- Fire/smoke and sprinkler review to be through the City of Iowa City. Iowa City to be AHJ tentatively at this time.
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

**I. New Business:**

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Sub-contractors to have all submittals for the south building in to MLC before the end of November.
- Please sign and send all SWPPP Co permittee forms and return to MLC prior to December 16 meeting.
- Construction entering and exiting through east end construction access only. No driving on front drive with construction equipment. MLC to sweep street and lot daily.
- Cad/Revit files have been distributed to all parties at this time and acknowledged by subs at this meeting. Tri-state sprinkler will need Bowker shops prior to their shops.
- Modus to revise North building drawings and get back to Tri-city electric so they can continue shop drawings and equipment procurement. South building to have 2 disconnects per Mid-American.
- *MEP shops to be in full swing by next progress meeting. MEP coordination meeting #2 will be held directly after our next scheduled meeting December 16th, 2015. Project goal is to have all MEP shops in place and all coordination issues resolved before the end of December 2015.*

#### **Safety:**

- **Hard hats required on job at all times. High visibility PPE enforced during precast erection.**
- **MLC will stop any activities deemed un-safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members.**

#### **Discussion:**

- Please note time change for meetings will be 9 AM start from here on out in church room 306.
- Same scupper drain to be used in both area wells.
- Need Schedule of Values broken out by North and South building. The SOV should be used when billing the project.
- Reviewed Sprinkler RFI with design team and Tri-state sprinkler after meeting today.

#### **Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.
- Pre-cast to start 12-3-15 and continue next week.
- MLC to continue waterproofing, drainage board, drainage tile, ballast and filter fabric on the remainder of the poured walls and grading out lower level SOG.
- Maxwell to begin backfilling.

Next meeting to be held Wednesday, 12-16-15 at 9 AM in St Andrews room 306. MEP coordination meeting #2 to be held directly after meeting.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***

**One University Place**  
**Progress Meeting #5**

**MLC JOB: 2343**

**Date: 12-16-15**

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS after UH city council provides option. Need something to send to subs for deductive change order for retaining wall and fill at transformer pad so Tri-city can get that installed.
- Need remaining rebar drawings for west end retaining wall and trash enclosure, PR #4 with new direction given on west end poured retaining wall sent to Harris.
- Need Masonry mock up reviewed by NM. Need to verify if it is to be acid washed or left as is. Jeff Maxwell requested Kevin Monson to review.
- North building footing rebar uploaded- low on priority list.
- Paint product and paint samples returned. New paint samples requested.
- TJI's uploaded and in for review, high priority, should be back to MLC on 12-16-15.
- Structural steel shops in MLC review and will be uploaded this week to design team.
- Tapered insulation and TPO roofing info returned and re-submittal required from West Branch roofing.
- Tri city electric panel boards uploaded for design review.

Need all subs to get submittals in to MLC for south building by end of December 2015.

**D. Material Schedule & Delivery:**

- All footing and wall bar to site for foundation, masonry and exterior stoops. East radius and west retaining wall to come.
- Footing and wall forms on site.
- Waterproofing to MLC yard, drainage tile, drainage board and insulation to site.
- Lift station to site and installed. Discussion on temp power to run equipment between Maxwell and Modus.

- Precast to site 12-3-15, installed from West to East through level 2. Trucks staging offsite.
- Moyle mock up to site with white mortar as discussed on site with NM, also need to verify and pick which color on the retaining wall.

**E. Review Request for Information (RFI):**

- RFI #1 West retaining wall elevations, clarification. Discussion with design after meeting. Pending. ITC coming.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed. Pending. Answered 11-11-15, scupper drain. Use at both east and west area wells.
- RFI #3 – FEC locations returned.
- RFI #4 – South Building electrical service. Mid-American OK with south building but Modus to review and re-draw north building electrical so Tri-city can get shops coming.
- RFI #5 – Paint colors for Hollow metal doors and frames. Returned. P2 chosen.
- RFI #6 – Tri city service conduit, where to enter NE corner of building. Returned.
- RFI #7 – Framing material species. Returned for south building. Questions on North building, Nagle to price up and present prior to design team decision.
- RFI #8 – TJI bearing condition questions. ITC issued and submittal in RR review.
- RFI #9 – Sand/Oil interceptor- Part 2 pending on the venting. Modus to review and send.
- RFI #10- Arc fault/GFI Breakers. Returned.
- RFI #11- Site IT, where should Tri city take piping outside of building. Pending.
- RFI #12- Masonry to pre-cast detail. Returned
- RFI #13- Pre-cast beams 2” too tall. Returned, they will be cut down.
- RFI #14- Embed locations for beams 17 and 22. Returned.
- RFI #15- Keying-core info. Returned. Doors inc. at 12-2-15 meeting to site, additional questions answered and clarified.
- RFI #16- Low voltage clarifications 1A returned.
- RFI #17- Tri-state sprinkler design questions- Pending
- RFI #18- Low voltage clarification 2A-Pending
- RFI #19- Lower level electrical revisions-Pending
- RFI #20- Control joint layout and expansion around pre-cast columns. Returned
- RFI #21- Mounting of vanity fixtures W2 and W8. Pending
- RFI #22- Exterior wall CMU to LVL 2 block detail. Pending.
- RFI #23- South building electrical questions. Pending.

**F. Review ASI's, CARs, and COs:**

- ITC #1- Misc. South building revisions, top and bottom plate WW, 7/16” OSB on demising walls.
- PR #1-Electrical Service revisions
- PR #2- Sun room wall deleted and numerous layout items
- PR #3- Power and Telecom Revisions
- PR #4- West end retaining wall revisions.

1. COR #1- Cabinet changes- approved.

**G. Work Progress:**

**Last Two (2) Weeks:**

- **Pre-cast continued with grouting 12-11-15 and 12-16-15.**
- **Placed and poured 95% of the footings and 100% of the interior piers and 95+ % of foundations walls.**
- **Lift station installed. Discussion on temp set up for power.**
- **MLC continued waterproofing, drainage board, drainage tile, clean ballast and filter fabric installed. Prepped for 1<sup>st</sup> section of topping slab.**
- **Moyle masonry continued lower level walls, west end wall from LVL 1 to LVL 2 and started Lower level NW corner of the building.**

**Next Two (2) Weeks:**

- Continued footings and complete foundation walls, east end, excavation to start 12-17-15 with footings and foundation walls directly behind (foundations unlimited).
- West end retaining wall and transformer pad after final design and additional grading. Pending city council letter to Maxwell. Approved at 12-15-15 council meeting. Drawings coming from MMS.
- Bowker/MLC to prep for underground rough in, plumbing and electrical, electrical rough ins at footings and east end poured wall.
- MLC Waterproofing, drainage board, drainage tile, clean ballast, and install filter fabric on the remaining section of foundation wall as they get poured out.
- Maxwell backfilling up first few feet right behind all wall pours. Get to bottom of exterior stoop location. Maxwell install storm and sewer piping on north side of south building as backfilling proceeds.
- Foundations unlimited back to do exterior stoops
- Remaining pre cast install scheduled for 12-28-15 to complete. (Mid States)
- Masonry walls at elevator complete through 2<sup>nd</sup> floor and complete lower level masonry walls. Layup and bring mock up to site the week of 12-7-15. Hydro mobile set up on exterior walls 12-17-15.
- MLC grading SOG ahead of precast, will continue to prep and pour topping slabs on level 1, install exterior hand rails.
- Underground work from Bowker and MLC down center of lower level as soon as precast activities allow.
- Tri city to install temp power and lighting to lower level.

**H. Old Business:**

- Building permit from City of University Heights delivered to Jeff Price at MLC trailer.
- Fire/smoke and sprinkler review to be through the City of Iowa City. Iowa City to be AHJ tentatively at this time.
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

## I. **New Business:**

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Sub-contractors to have all submittals for the south building in to MLC before the end of December.
- Please sign and send all SWPPP Co permittee forms and return to MLC prior to December 16 meeting.
- Construction entering and exiting through east end construction access only. No driving on front drive with construction equipment. MLC to sweep street and lot daily.
- Cad/Revit files have been distributed to all parties at this time and acknowledged by subs at this meeting. Tri-state sprinkler will need Bowker shops prior to their shops.
- Modus to revise North building drawings and get back to Tri-city electric so they can continue shop drawings and equipment procurement. South building to have 2 disconnects per Mid-American.
- MEP meeting held after regularly scheduled meeting.

## **Safety:**

- **Hard hats required on job at all times. High visibility PPE enforced during precast erection.**
- **MLC will stop any activities deemed un-safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members and the surrounding neighborhood. 7 AM noise ordinance in affect in University Heights.**

## **Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.
- Pre-cast to start 12-3-15 and continue next week.
- MLC to continue waterproofing, drainage board, drainage tile, ballast and filter fabric on the remainder of the poured walls.

Next meeting to be held Wednesday, 12-30-15 at 9 AM in St Andrews room 306. MEP coordination meeting #2 was held directly after last meeting.

MEP meeting review:

Bowker to meet with Modus on PR #2 changes on Monday 12-21-15 with shops to MLC week of 21<sup>st</sup> and 2<sup>nd</sup> and 3<sup>rd</sup> floor shops week of 12-28-15. This will allow Tri-state sprinkler to provide their shops.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***

**One University Place**  
**Progress Meeting #6**  
MLC JOB: 2343  
Date: 12-30-15

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS after UH city council provides option. Need something to send to subs for deductive change order for retaining wall and fill at transformer pad so Tri-city can get that installed.
- Need remaining rebar drawings for west end retaining wall and trash enclosure, PR #4 with new direction given on west end poured retaining wall sent to Harris.
- Need Masonry mock up reviewed by NM. Need to verify if it is to be acid washed or left as is. Jeff Maxwell requested Kevin Monson to review. Submittal cover sheet uploaded for response on 12-29-15.
- North building footing rebar uploaded-returned 12-24-15.
- Paint product and paint samples returned. New paint samples should be to NM by Monday 1-4-15 for review.
- TJI's uploaded and in for review, high priority. Returned to MLC on 12-18-15, revisions uploaded on 12-24-15.
- Structural steel shops in MLC review and will be uploaded this week to design team.
- Tapered insulation and TPO roofing info returned and re-submittal required from West Branch roofing.
- Tri city electric panel boards returned 12-24-15. Partial revise and re-submittal required.
- Wood doors and hardware uploaded on Monday 12-28-15.
- Cabinet and Countertops uploaded 12-11-15 and 12-24-15 respectfully. MLC has requested review meeting with NM. Two countertop samples delivered to NM, Sara received them.

Need all subs to get submittals in to MLC for south building by end of January 2016.

**D. Material Schedule & Delivery:**

- All footing and wall bar to site for foundation, masonry and exterior stoops. East radius and west retaining wall remaining.
- Footing and wall forms to be cleaned up, small amount for stoops remain.
- Waterproofing to MLC yard, drainage tile, drainage board and insulation to site.
- Lift station to site and installed. Discussion on temp power to run equipment between Maxwell and Modus. Modus to give direction.
- Precast to site 12-3-15, installed from West to East through level 2. Complete on 12-31-15. Final detailing and grouting will be left to complete as weather permits.
- Moyle mock up to site with white mortar as discussed on site with NM.
- Verify and pick retaining wall color from samples on site.

**E. Review Request for Information (RFI):**

- RFI #1 West retaining wall elevations, clarification. Discussion with design after meeting. Pending. ITC coming.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed. Pending. Answered 11-11-15, scupper drain. Use at both east and west area wells.
- RFI #3 – FEC locations returned.
- RFI #4 – South Building electrical service. Mid-American OK with south building but Modus to review and re-draw north building electrical so Tri-city can get shops coming.
- RFI #5 – Paint colors for Hollow metal doors and frames. Returned. P2 chosen.
- RFI #6 – Tri city service conduit, where to enter NE corner of building. Returned.
- RFI #7 – Framing material species. Returned for south building. Questions on North building, Nagle to price up and present prior to design team decision.
- RFI #8 – TJI bearing condition questions. ITC issued and submittal in RR review.
- RFI #9 – Sand/Oil interceptor- Venting clarified in ITC #6.
- RFI #10- Arc fault/GFI Breakers. Returned.
- RFI #11- Site IT, where should Tri city take piping outside of building. Pending.
- RFI #12- Masonry to pre-cast detail. Returned
- RFI #13- Pre-cast beams 2” too tall. Returned, they will be cut down.
- RFI #14- Embed locations for beams 17 and 22. Returned.
- RFI #15- Keying-core info. Returned. Doors inc. at 12-2-15 meeting to site, additional questions answered and clarified.
- RFI #16- Low voltage clarifications 1A returned.
- RFI #17- Tri-state sprinkler design questions- Returned 12-15-15.
- RFI #18- Low voltage clarification 2A-Pending
- RFI #19- Lower level electrical revisions-Pending
- RFI #20- Control joint layout and expansion around pre-cast columns. Returned
- RFI #21- Mounting of vanity fixtures W2 and W8. Pending
- RFI #22- Exterior wall CMU to LVL 2 block detail. Returned 12-22-15. Review framing detail.
- RFI #23- South building electrical questions. Returned 12-24-15.
- RFI #24- Topping slab mix request. Returned 12-22-15.
- RFI #25- East end footing reinforcing- post installed. Returned 12-22-15.
- RFI #26- PV Array system. Pending.

**F. Review ASI's, CARs, and COs:**

- ITC #1- Misc. South building revisions, top and bottom plate WW, 7/16" OSB on demising walls.
  - ITC #2- Door schedule revisions for U.H. Community space door changes.
  - ITC #3- Not issued- North building unit numbers.
  - ITC #4- Structural revisions
  - ITC #5-Not issued to date- Egress stair wall type clarification
  - ITC #6- Oil Separator vent piping.
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- PR #1-Electrical Service revisions- Pricing coming from Tri-City.
  - PR #2- Sun room wall deleted and numerous layout items-Pricing coming all subs.
  - PR #3- Power and Telecom Revisions. Tri city pricing coming.
  - PR #4- West end retaining wall revisions. Pricing needed from Superior weld.

1. COR #1- Cabinet changes- approved.

Change orders coming for PR's 1-4 and ITC #4 at this time.

**G. Work Progress:**

**Last Two (2) Weeks:**

- **Pre-cast continued with grouting 12-11-15 and 12-16-15.**
- **Placed and poured 100% of the footings and 100% of the interior piers and 9100 % of foundations walls. Last poured wall at east end poured 12-23-15.**
- **Lift station installed. Discussion on temp set up for power. Modus to direct.**
- **MLC continued waterproofing, drainage board, drainage tile, clean ballast and filter fabric installed. Prepped and poured 2<sup>nd</sup> topping slab at LVL 1 on 12-22-15.**
- **Moyle masonry continued lower level walls, west end wall from LVL 1 to LVL 2 and completed lower level NW corner of the building. Set Hydro mobile and laid up on North grid line.**

**Next Two (2) Weeks:**

- Foundations unlimited to continue footings and walls at stoops.
- West end retaining wall and transformer pad after final design and additional grading. Approved at 12-15-15 council meeting. Drawings coming from MMS.
- Bowker/MLC to complete prep for underground rough in, Tri city to continue SOG rough in too.
- MLC Waterproofing, drainage board, drainage tile, clean ballast, and install filter fabric on the remaining section of foundation, only east end remains.
- Maxwell backfilling up first few feet right behind all wall pours. Get to bottom of exterior stoop location. Maxwell install storm and sewer piping on north side as masonry completes.
- Remaining pre cast install scheduled for 12-28-15 and should complete by 12-31-15 except for areas waiting on Masonry. (Mid States). Will have grouting at last sections too.
- Masonry walls at elevator complete through 2<sup>nd</sup> floor and complete lower level masonry walls. Layup and bring mock up to site the week of 12-7-15. Hydro mobile set up on exterior walls 12-17-15.

Moyle to bring scaffold for winter protection and continue laying on LVL 1 at all areas where topping slab is poured.

- MLC grading SOG, will continue to prep and pour topping slabs on level 1, install exterior hand rails and tent for SOG, topping as needed.
- Underground work from Bowker and MLC down center of lower level and backfilling to continue and complete.
- Tri city installed temp power and lighting to lower level.

#### H. **Old Business:**

- Building permit from City of University Heights delivered to Jeff Price at MLC trailer.
- Fire/smoke and sprinkler review to be through the City of Iowa City. Iowa City to be AHJ tentatively at this time. Need to verify for submittals.
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

#### I. **New Business:**

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Sub-contractors to have all submittals for the south building in to MLC before the end of January 2016.
- Please sign and send all SWPPP Co permittee forms and return to MLC prior to December 16 meeting.
- Construction entering and exiting through east end construction access only. No driving on front drive with construction equipment. MLC to sweep street and lot daily.
- Cad/Revit files have been distributed to all parties at this time and acknowledged by subs at this meeting. Tri-state sprinkler will need Bowker shops prior to their shops.
- Modus to revise North building drawings and get back to Tri-city electric so they can continue shop drawings and equipment procurement. South building to have 2 disconnects per Mid-American. Numerous electrical items. See discussion items.
- MEP meeting held after regularly scheduled meeting. Need file sharing site to coordinate and share large files and need drawings ASAP. Meetings weekly (Wednesday at 9 AM on site until resolution).

**Safety:**

- **Hard hats required on job at all times. High visibility PPE enforced during precast erection.**
- **MLC will stop any activities deemed un-safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members and the surrounding neighborhood. 7 AM noise ordinance in affect in University Heights.**

**Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.
- Pre-cast to start 12-3-15 and complete by 12-31-15.
- MLC to continue waterproofing, drainage board, drainage tile, ballast and filter fabric on the remainder of the poured walls. Maxwell to continue backfilling at building perimeter.

Next meeting to be held Wednesday, 1-6-16 at 9 AM in St Andrews room 306. MEP coordination meetings weekly on Wednesday at 9 AM until MEP drawings in and all items resolved.

MEP meeting review:

Bowker received readable file on Tuesday 12-29-15. Will have conference call with NM and Modus on Monday 1-4-16 to determine file saving site. Bowker/Ladco to have lower level drawings to MLC the week of 1-4-16 for lower level and MLC will get to Tri-state sprinkler to provide their shops. Bowker/Ladco to provide remainder of the building the week of 1-11-16.

Discussion Items for Monday 1-4-16 with MLC and Design team:

1. Electrical Item review, conference call with NM/Modus/Tri City/MLC. Where are primary utility locations? Who brings in to site, new intersection project coordination, Mediacom/Century link locations? Add third transformer to accommodate Mid-American requirements and Fire pump load? Fire pump metered? Not fed direct from transformer. Too many conduits on the secondary side. 3,000 amp load for building. 1200 Amp for Fire pump.  
Bathroom vanity lights, PR #5 to be issued to provide direction.  
PR coming to provide House panel #3 for LVL 1 Commercial space in the south building.

2. File sharing site established. Critical to coordinate and update model.
3. Level 2 framing/ topping slab revision, review.
4. Wood species clarification final verification.
5. Clarify embed to precast panel review.
6. Add bottom plate to Level 3 framing?
7. Pick retaining wall color and approval of brick mock up.
8. PV solar array system. Stamped drawings and additional building permit?
9. Kone and Simplex Grinnell to price up and add point to point to the project to eliminate phone lines.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***

**One University Place**  
**Progress Meeting #7**  
MLC JOB: 2343  
Date: 1-13-16

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**A meeting was held on**

**A. Those in attendance:**

Rob McComas                      MLC                      319-631-0897                      [rmccomas@mccomaslacina.com](mailto:rmccomas@mccomaslacina.com)

See attached sign in sheet with phone and emails.

**B. Minutes of the meeting will be mailed to only one member of each interested organization. It will be the responsibility of the person receiving the minutes to distribute them to interested people in their organization of subcontractors and vendors that they may have a contract with.**

**C. Review Shop Drawing Progress:**

- Need revised east end site drawing with retaining wall location and elevations and transformer location and elevations. Revised drawing coming from MMS after UH city council provides option. Need something to send to subs for deductive change order for retaining wall and fill at transformer pad so Tri-city can get that installed.
- Masonry mock has been reviewed by NM. No acid washed, it is left as is
- New paint samples (2<sup>nd</sup> round) delivered to NM 1-6-15 for review.
- TJI's final review uploaded and sent to Bowker and Tri-state.
- Tapered insulation and TPO roofing info returned and re-submittal required from West Branch roofing.
- Tri city electric panel boards (2<sup>nd</sup> round) uploaded 1-11-16
- Wood doors and hardware uploaded on Monday 12-28-15. Sample warranty too.
- Cabinet and Countertops uploaded 12-11-15 and 12-24-15 respectfully. MLC had meeting with NM on Monday 1-11-16. Two countertop samples sent back to Cambrian for revisions. Cabinet drawings to be uploaded this week from NM.

Need all subs to get submittals in to MLC for south building by end of January 2016.

**D. Material Schedule & Delivery:**

- All footing and wall bar to site for foundation, masonry and exterior stoops. Remainder delivered week of 1-11-16.
- TJI's delivered to site 1-13-16.
- Modus to give direction, ITC for lift station temp power for south building occupancy.

- Precast to site 12-3-15. Final pieces, detailing and grouting to take place on Thursday 1-14-16.
- NM to verify and pick retaining wall color from samples on site.

**E. Review Request for Information (RFI):**

- RFI #1 West retaining wall elevations, clarification. Discussion with design after meeting. Pending. ITC coming.
- RFI #2 Area well floor condition and drain tile tie in. Louver at West end re-design discussed. Pending. Answered 11-11-15, scupper drain. Use at both east and west area wells.
- RFI #3 – FEC locations returned.
- RFI #4 – South Building electrical service. Mid-American OK with south building but Modus to review and re-draw north building electrical so Tri-city can get shops coming.
- RFI #5 – Paint colors for Hollow metal doors and frames. Returned. P2 chosen.
- RFI #6 – Tri city service conduit, where to enter NE corner of building. Returned.
- RFI #7 – Framing material species. Returned for south building. Questions on North building, Nagle to price up and present prior to design team decision.
- RFI #8 – TJI bearing condition questions. ITC issued and submittal in RR review.
- RFI #9 – Sand/Oil interceptor- Venting clarified in ITC #6.
- RFI #10- Arc fault/GFI Breakers. Returned.
- RFI #11- Site IT, where should Tri city take piping outside of building. Pending.
- RFI #12- Masonry to pre-cast detail. Returned
- RFI #13- Pre-cast beams 2” too tall. Returned, they will be cut down.
- RFI #14- Embed locations for beams 17 and 22. Returned.
- RFI #15- Keying-core info. Returned. Doors inc. at 12-2-15 meeting to site, additional questions answered and clarified.
- RFI #16- Low voltage clarifications 1A returned.
- RFI #17- Tri-state sprinkler design questions- Returned 12-15-15. ITC to change from Dry to wets system in the lower level coming from Modus.
- RFI #18- Low voltage clarification 2A. Returned 1-12-16
- RFI #19- Lower level electrical revisions-Pending
- RFI #20- Control joint layout and expansion around pre-cast columns. Returned
- RFI #21- Mounting of vanity fixtures W2 and W8. PR #5 with pricing coming from Tri city.
- RFI #22- Exterior wall CMU to LVL 2 block detail. Returned 12-22-15. Review framing detail.
- RFI #23- South building electrical questions. Returned 12-24-15.
- RFI #24- Topping slab mix request. Returned 12-22-15.
- RFI #25- East end footing reinforcing- post installed. Returned 12-22-15.
- RFI #26- PV Array system. Pending. ITC for additional permit and engineered drawings coming from Modus.
- RFI #27- fence and gate questions. Pending.
- RFI #28- Rough in elevations in LL from Tri-city. Pending

**F. Review ASI's, CARs, and COs:**

- ITC #1- Misc. South building revisions, top and bottom plate WW, 7/16" OSB on demising walls.
  - ITC #2- Door schedule revisions for U.H. Community space door changes.
  - ITC #3- Not issued- North building unit numbers.
  - ITC #4- Structural revisions.
  - ITC #5-Not issued to date- Egress stair wall type clarification
  - ITC #6- Oil Separator vent piping.
  - ITC #7-Elevator masonry.
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- PR #1-Electrical Service revisions- Pricing coming from Tri-City.
  - PR #2- Sun room wall deleted and numerous layout items-Pricing coming all subs.
  - PR #3- Power and Telecom Revisions. Tri city pricing coming.
  - PR #4- West end retaining wall revisions. Pricing needed from Superior weld.
  - PR #5- Vanity lighting. Tri city pricing coming.
- 
1. COR #1- Cabinet change- approved.
  2. COR #2- Electrical service revisions per PR #1.
  3. COR #3- Power and TC revisions per PR #3.
  4. COR #4- Framing revisions per PR #1.
  5. COR #5- Kone wireless devices for emergency call out.
  6. COR #6- Framing revisions per ITC #4.

**G. Work Progress:**

**Last Two (2) Weeks:**

- **Pre-cast continued with grouting and setting.**
- **Placed and poured 100% of the footings and 100% of the interior piers and 100 % of foundations walls. Last poured wall at east end poured 12-23-15. Cleaned up.**
- **Tri-city and Bowker continued with LL rough ins and temp lights on LVL 1.**
- **MLC continued waterproofing, drainage board, drainage tile, clean ballast and filter fabric installed at last pour on the east end of building. Prepped LL SOG. Tenting and temp heat for masonry. Cleaning off LVL 2 for final grouting.**
- **Moyle masonry continued east end wall from LVL 1 to LVL 2, laid up east end wall and two section between grids 5 & 6 and broke down first section of hydro, set up on next section of north a section on the south and scaffold to complete west end.**

**Next Two (2) Weeks:**

- Foundations unlimited to return for east end radius wall pours and exterior stoops.
- Maxwell to layout transformer pad and build up grade so Tri city can pour transformer. Masons will need to move stored materials.
- Bowker/Tri city to continue SOG rough in at Lower level.

- MLC to continue with SOG prep and pours, tenting, topping slab prep and pours. Forming on Level 2 and handrails around perimeter of level 2.
- Maxwell completed backfilling up first few feet right behind all wall pours. Get to bottom of exterior stoop location. Maxwell to continue grading at east end for transformer pad, water line install.
- Mid stated to set remaining pre cast and complete detailing and grouting on 1-14-16.
- Moyle masonry to lay up from West to East on first floor, CRITICAL to get up to LVL 2 so MLC can hit level 2 topping slabs.
- Jensen framing to start NW stairs from Lower level to 2<sup>nd</sup> floor.

#### H. **Old Business:**

- Building permit from City of University Heights delivered to Jeff Price at MLC trailer.
- Fire/smoke and sprinkler review to be through the City of Iowa City. Iowa City to be AHJ tentatively at this time. Need to verify for submittals.
- Owner 3<sup>rd</sup> party testing to be Terracon for soils, rebar and concrete cylinders. Please give Terracon 1 day notice prior to pours for both rebar and concrete testing.

#### I. **New Business:**

- Please contact Polly Carlson at 515-393-2227 with any questions, comments or access issues for Submittal exchange. Please send any all contacts that you want to have on submittal exchange to Rob at MLC.
- Sub-contractors to have all submittals for the south building in to MLC before the end of January 2016.
- Please sign and send all SWPPP Co permittee forms.
- Construction entering and exiting through east end construction access only. No driving on front drive with construction equipment. MLC to sweep street and lot daily.
- Cad/Revit files have been distributed to all parties at this time and acknowledged by subs at this meeting. Tri-state sprinkler will need Bowker shops prior to their shops.
- MEP Meetings weekly (Wednesday at 9 AM). GO TO meeting set up for 1-20-16 at 9 AM. Dan with NM to send out invite and meeting info. Rob with MLC to meet at NM office. Bowker to have south building upper level drawings with TJI overlay issues to MLC on 1-14-16 for Design team review.
- Terry Goerdt has been added to submittal exchange. UH building inspector and AHJ.

**Safety:**

- **Hard hats required on job at all times. High visibility PPE enforced during precast erection.**
- **MLC will stop any activities deemed un-safe and please watch out for all subs.**
- **St Andrews is a fully operational facility and will remain open during the entire construction of the south building. Please make sure we respect their facility and members and the surrounding neighborhood. 7 AM noise ordinance in affect in University Heights.**

**Schedule:**

- Schedule has been uploaded to submittal exchange. Punch list and city inspections scheduled for early July 2016 with tenant occupancy August 1<sup>st</sup>, 2016. Please plan manpower and materials accordingly.

Next meeting to be held Wednesday, 1-27-16 at 9 AM in St Andrews room 306. Rob with MLC will not be present at the 1-27-16 meeting, Jeff Price will run the meeting. MEP coordination meetings weekly on Wednesday at 9 AM until MEP drawings in and all items resolved.

MEP meeting review:

Bowker received readable file on Tuesday 12-29-15. Bowker/Ladco have lower level drawings to MLC/Tri-state sprinkler on 1-11-16. Bowker/Ladco to provide remainder of the building the week of 1-11-16. Received Cascade TJI CAD drawings and distributed to Bowker/Tri-state on 1-12-16. Next meeting GO TO at 9 AM on 1-20-16, NM to send invite.

Discussion Items for Monday 1-20-16 with MLC and Design team:

- Electrical Item review, conference call with NM/Modus/Tri City/MLC. Owner/Design team to determine where The primary utility locations are to be located on the site from Mediacom and Century link so Tri-city knows where to take stub out to.
- Additional transformer will not be needed. The fire pump will be required to be metered per Mid-American. Mid-American has OK'd additional conduit from secondary side.
- Bathroom vanity lights, PR #5 addressed this issue. Pricing from Tri-City. PR coming to provide House panel #3 for LVL 1 Commercial space in the south building.

2. File sharing site established. Critical to coordinate and update model.
3. Level 2 framing/ topping slab revision, review. No new design to expedite framing will be allowed.
4. Wood species clarification final verification meeting with Nagle for the North building.
5. Add bottom plate to Level 3 framing? RFI to follow.
6. Kone and Simplex Grinnell to price up and add point to point to the project to eliminate phone lines.

**The aforementioned is our understanding of the discussion that occurred for the referenced project. However, should any participant have an understanding to the contrary, contact the undersigned within seven (7) working days and revised meeting minutes will be issued as required.**

**Minutes Submitted by: *Rob McComas, LEED AP BD&C***