

TRITON CONSTRUCTION CO.
Triton / Architect / Contractors Coordination Meeting



New Castle Fire District 1
Chappaqua, New York

Construction Meeting #12: October 28, 2024, @ 10:00 AM
Minutes of Construction Meeting #11

Attendees	Initials	Company	Attended	Email Address
Ed Frank	EF	NCFD Fire Commissioner	No	
Dwight Smith	DS	NCFD Fire Commissioner	No	
Ken Gale	KG	Wendel / Mitchell Architects	No	
Kiel Sadowsky	KS	Wendel / Mitchell Architects	Yes	
Joe Modafferi	JM	JMC – Site Development Consultants	No	
John Trombino	JT	Gerard Associates – MEP Engineer	No	
Kevin Sawyer	KS	Triton Construction – Project Executive	No	
Redi Gjecka	RG	Triton Construction – Construction Manager	Yes	
Jim Duesel	JD	Tectonic Engineering – Special Inspector	No	
Al Torreggiani	AT	Key Construction - GCC	No	
Tony Cimahosky	TC	Key Construction - GCC	No	
Chris Germano	CG	Key Construction - GCC	Yes	
Mike Bottali	MB	Key Construction - GCC	Yes	
Joe Manfredi	JM	Key Construction - GCC	Yes	
John Wright	JW	Key Construction - GCC	No	
Steve Governale	SG	East Port – Sub of GCC (Sitework)	No	
Jim Pendergraft	JP	Key Construction - GCC	No	
Krzysztof Zamajtyś	KZ	Intricate Tech Solutions - MC	No	
Audrey Sehlmeier	AS	Intricate Tech Solutions - MC	Yes	
Tyler Ponzio	TP	Intricate Tech Solutions - MC	No	
Gregory Popek	GP	Intricate Tech Solutions - MC	No	
Dorota Karwowski	DK	Intricate Tech Solutions - MC	No	
Joe Ricca	JR	Southeast Mechanical - PC	No	
Harley Toledo	HT	Southeast Mechanical - PC	Yes	
Scott Jennings	SJ	Southeast Mechanical – PC	No	
Jack Thomas	JT	Southeast Mechanical - PC	No	
Marianna Tompkins	MT	Southeast Mechanical - PC	No	
Jose Castrellon	JC	Talt Electric - EC	No	

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Robbie Talt	RT	Talt Electric - EC	Yes
Robert Talt	RT	Talt Electric - EC	No
Scott Zalesny	SZ	SRI Fire Sprinkler - FSC	No
Dave Phelan	DP	SRI Fire Sprinkler - FSC	Yes

Distribution: Emailed to attendees
Attachments: Triton Meeting Agenda

This meeting report is intended to generally record the consensus or outcome of items discussed at the above-mentioned kickoff meeting and reports our understanding of the critical issues that were discussed during the meeting. If any attendees have comments or objections to the information contained herein, please advise (Redi Gjecka) and follow up with a written description of your comments

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Item	Description	Action By	Required By	Date Closed	Action / Details
I.	CRITICAL ITEMS				
08/05/24	Project Rules and Requirements	All Contractors	On-going		<u>DURING the COURSE of the PROJECT</u> • Delivery and work hours are to be 7am to 5pm, Monday through Friday. • No smoking, alcohol and/or controlled substances permitted. • No Radios or offensive language NOT permitted. • Dust, noise, and smell control to be utilized at all times. • Parking will not be allowed on Elm Street or on Memorial Drive. • 491 King Street is and will continue to be an ongoing, 24/7, active firehouse. The firehouse cannot be obstructed in any way possible. • Shutdowns of any kind need to be coordinated with the CM. • Primes were reminded that sub-contractors shall not directly contact the NCFD 1 board or the chief about questions about the projects. All questions or requests should go through Triton / the primes. The prime contractors indicated that they had not previously directed any subs to do so.
08/05/24	Safety	All Contractors	On-going	09/04/24	09/04/2024

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					- All safety plans have been submitted to Wendel / Mitchell for their review. 08/26/2024 - Waiting for Key Construction to submit their safety plan. All other primes have submitted their safety plans. See previous meeting minutes for previously discussed items.
08/05/24	Required items to start construction	All Contractors	On-going		10/21/2024 - DOT permits were approved on 10/15 and copies were scanned to the team on 10/17. A preconstruction meeting with the team will be required prior to getting approval for road work. We confirmed with the Town that this will not prevent us from getting the building permit, once the backflow preventer application is received and approved. - BOFC to receive the backflow application from Gerard Associates tomorrow (overnight delivery) and they are to sign and submit to the Town (Chris Lupo). - Key Construction to issue a markup on the existing parking lot roundabout proposal for access. Logistics were discussed onsite last Friday 10/18. - The Westchester Tree Life company (tree removal contractor) is all set and ready to go as soon as permits are issued. - We are hoping to receive permits this week. 10/14/2024 - The Town approved the erosion control measures on Wednesday 10/09. - The Town was asked if tree removal can commence prior to the DOT permits and we were told that we needed the DOT permits as well.

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					- The Westchester Tree Life company (tree removal contractor) is setup and ready to go as soon as permits are issued. - DOT to advise on the issuance of permits. - Key Construction, JMC, and Triton, to meet onsite on Friday 10/18, 10am, to discuss the existing conditions and logistics. See previous meeting minutes for previously discussed items.
08/05/24	Procore – Submittals / RFIs	All Contractors	On-going	On-going	10/21/2024 - On Procore there are currently 29 open submittals and 3 open RFIs. - Wendel / Mitchell to submit the submittal log with shop drawings that have been submitted, are pending, and need to be resubmitted so we are all on the same page with the approval process. - It was reiterated that the rebar shops from D&J Concrete to be submitted ASAP. We were told that they would be submitted shortly this week. - Talt submitted a question in regards to the exterior lighting prior to submitting it for lighting fixtures. Wendel / Mitchell and JMC to confirm. - Talt to submit their CAD files prior to next week's MEP coordination. - A minor mechanical ASI will be submitted this week to reflect label changes for the hydronic pumps. 10/14/2024 - On Procore there are currently 47 open submittals and 2 open RFIs. - Rebar shops from D&J Concrete to be submitted ASAP as they are needed not only for the foundation work, but also for coordination with the MEPFP primes.

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					- Talt Electric to submit their CAD files to the MEPFP primes so we can start doing overlays and review of the work for coordination. - Light fixture submittals to be submitted by the end of the week after the pricing is confirmed by Talt. - ASIs for the DPW comments and the elevator revisions were issued. As with all ASIs, they are to be reviewed for cost impact and to be used to supersede previously issued drawings. See previous meeting minutes for previously discussed items.
8/12/2024	Electrical / Gas Items	Key Construction, Intricate Tech Solutions, and Talt Electric	On-going		10/21/2024 - The electrical service application was submitted to ConEd. Talt to confirm if the electrical certificate is to be submitted now or during the end of the project. - ConEd came to the site on 10/16 to review the existing pole relocation on Memorial Drive. ConEd will price and let us know of the work required. Verizon tech came on site to review the existing equipment and confirmed that the equipment is theirs. Verizon asked for notification for field work once the pole is set. Triton to confirm with Comcast (work ticket has been created) once they are able to come to the site to review. - Intricate Tech Solutions to double check with their sub-contractor, for the gas work installation outside the site, to make sure everything is in order with ConEd prior to install. 10/14/2024 - An electrical service application was sent to the BOFC to be filled out prior to the required site work. - A new case number, with ConEd, had to be created in connection with the relocation of the utility pole on Memorial Drive. - Mike from ConEd to come to the site on Wednesday 10/16 to review the utility pole and to discuss feasibility and logistics.

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					Intricate Tech Solutions to confirm everything has been submitted on their end for the gas site work. Intricate has a follow up meeting with ConEd on 10/16 and we are expected to get an update shortly. See previous meeting minutes for previously discussed items.
II.	NEW ITEMS				
III.	SCHEDULE				
08/05/24	Project Schedule	All Contractors	08/12/24	On-going	10/21/2024 - MEPFP coordination meetings were scheduled to start on 10/28, after the construction weekly meetings at 10am, to coordinate clashes with the trade / superstructure. Intricate Tech Solutions will be the lead on coordination as they will overlay the work from the other primes and coordinate for hits. - Key Construction will issue a revised schedule once the building permit is issued. This will be shared with the team. 10/14/2024 - The revised Key Construction schedule to be issued this work. Once the schedule is received, the team will review and make any comments necessary. See previous meeting minutes for previously discussed items.
IV.	FINANCIALS				
08/05/24			08/16/24		10/21/2024

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	SOVs / COs / etc.	All Contractors		On-going	- Monthly payment applications are being submitted and reviewed as they are being received. - Gerard Associates to respond to the fire protection change orders that have been on their court. 10/14/2024 - We reiterated the importance of submitting notarized payment applications, for processing, moving forward. - Wendel / Mitchell to advise on the three COs that they currently have on their court. See previous meeting minutes for previously discussed items.