

TRITON CONSTRUCTION CO.
Triton / Architect / Contractors Coordination Meeting



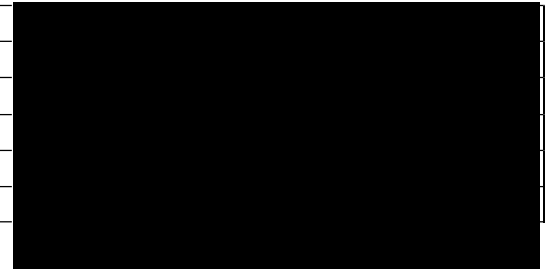
New Castle Fire District 1
Chappaqua, New York

Construction Meeting #14: November 11, 2024, @ 10:00 AM
Minutes of Construction Meeting #13

Attendees	Initials	Company	Attended	Email Address
Ed Frank	EF	NCFD Fire Commissioner	No	
Dwight Smith	DS	NCFD Fire Commissioner	No	
Terry Rowe	TR	The Town of New Castle	Yes	
Dennis Corelli	DC	The Town of New Castle	Yes	
Ken Gale	KG	Wendel / Mitchell Architects	No	
Kiel Sadowsky	KS	Wendel / Mitchell Architects	Yes	
Joe Modafferri	JM	JMC – Site Development Consultants	Yes	
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	Yes	
Steve Governale	SG	East Port – Sub of GCC (Sitework)	Yes	
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	

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Marianna Tompkins	MT	Southeast Mechanical - PC	Yes
Jose Castrellon	JC	Talt Electric - EC	No
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.

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08/05/24	Safety	All Contractors	On-going	09/04/24	09/04/2024 - 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		11/04/2024 - JMC to follow up with the DOT on the pre-construction meeting. The inspectors that were submitted were approved. - It was reiterated to the team the importance of being kept in the loop, with enough advance notice, of all planned construction activities so the board, firefighters, neighbors, etc., can be made aware. 10/28/2024 - The Town issued the building permit on Friday 10/25. - JMC is waiting on the DOT to opine on the submission (submitted 10/18) of the planned inspectors for the work to be done in the street. Once we get this approval from the DOT, we will then ask for availability to attend a pre-construction meeting. This meeting will not hold up any work in the site, however. - It was reiterated to the team the importance of being kept in the loop, with enough advance notice, of all planned construction activities so the board, firefighters, neighbors, etc., can be made aware. See previous meeting minutes for previously discussed items.

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Item	Description	Action By	Required By	Date Closed	Action / Details
10/28/24	Construction Activities	All Contractors	Ongoing	Ongoing	11/04/2024 • Tree removal was completed last Friday 11/01. • Construction signs have been installed on the fencing. • The parking lot asphalt, by the King Street entrance, has been removed. • The topsoil has been all relocated to the East side of the site, as per the logistical plans. • Tarps were placed over the soil piles to prevent dust from being blown around. The team will discuss today the best way moving forward with getting water to the site in order to lift the stop work order. 10/28/2024 • The Westchester Tree Life company is planning to bring in their equipment tomorrow 10/29 and tree removal is being planned for Wednesday 10/30. Key Construction plans to move the construction fence by the adjacent existing parking lot. Triton and Key are discussing when best to relocate the fence.
08/05/24	Procore – Submittals / RFIs	All Contractors	On-going	On-going	11/04/2024 • On Procore there are currently 22 open submittals and 3 open RFIs. • Talt Electric to submit preliminary underground electrical layout drawings. Wendel / Mitchell will give guidance on the exterior light layout shortly for coordination. • RFI #14, on lintels, needs to be returned, with the correct attachment, from Gerard Associates ASAP as this was due mid-October. • Wendel / Mitchell confirmed that they have been receiving physical samples, from the primes, along with the electronic copies of the submittals on Procore.

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					• Key Construction was reminded for Schindler's proper submission of the elevator layout shop drawings. • Key Construction to advise when pre-cast decking submittals will be ready. The precast / concrete / steel shop drawings will need to be coordinated with the MEPFP coordination drawings. • Intricate Tech Solutions and Southeast Mechanical to submit their shop drawings, on Procore, this week for approval. We asked for separate submissions of sleeve and box out penetrations, so it is clear to all parties that are reviewing them. • Wendel / Mitchell to issue formal ASIs for the electrical room and the tree removal / addition changes. 10/28/2024 • On Procore there are currently 20 open submittals and 2 open RFIs. • Wendel / Mitchell submitted, last Friday 10/25, the submittal log which is helpful to keep us on the same page with what has been submitted, what needs to be revised and resubmitted, and what is pending. This was brought up in the meeting an additional time to ensure nothing slips through the cracks. • Schindler to pay close attention to the elevator layout, before resubmitting. Key Construction to also review, before submitting, to ensure that this submittal doesn't get stamped R&R again. • Key Construction to advise on when pre-cast (mezzanine floor) deck shop drawings will be submitted. • East Port to submit all long lead item site work submittals ASAP. • All sample submittals to be uploaded to Procore with one physical sample going to the site trailer and one physical sample going to Wendel / Mitchell. We brought up the fact that an 8'x6' masonry mockup will need to be done in the future. • Talt Electric to follow up on the alternatives to the emergency fixtures for the interior lights. This needs to get submitted

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					ASAP. Wendel / Mitchell to advise, this week, on the exterior lighting counts, as asked previously by Talt Electric. See previous meeting minutes for previously discussed items.
8/12/2024	Electrical / Gas Items	Key Construction, Intricate Tech Solutions, and Talt Electric	On-going		10/28/2024 - The electrical load letter was approved on the ConEd project page. - Triton / the team to follow up with ConEd on the pricing for the pole relocation and for the exterior transformer determination. - Intricate Tech Solutions confirmed that their plumber is set up to do the gas connection work in the near future. 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. See previous meeting minutes for previously discussed items.
10/28/24	MEPFP Coordination	All Contractors	Ongoing	Ongoing	11/04/2024 As mentioned above, the MEPFP primes are required to submit separate submittals showing penetrations through slabs and walls for review and approval.

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					• Key Construction to inquire on the maximum allowed core drills allowed in the mezzanine precast planks. • Southeast Mechanical to submit changes for the plumbing ASI revisions, prior to submitting the underground shop drawings. • Intricate Tech Solutions and SRI Fire Sprinkler have submitted their models and overlaid drawings for coordination. • Talt Electric to submit their underground layout drawings. 10/28/2024 • The team started looking at the MEPFP submissions for issues. Intricate Tech Solutions to overlay mechanical and plumbing, for SRI's use. • SRI Fire Sprinkler to share their 3D CAD files. • Talt Electric to submit their CAD drawings ASAP so they can be overlaid for coordination. • Structural shop drawings are on Procore for the team's use during coordination.
II.	NEW ITEMS				
III.	SCHEDULE				
08/05/24	Project Schedule	All Contractors	08/12/24	On-going	11/04/2024 • Key Construction's schedule is being reviewed by the primes and no objections have yet to be brought up. • Future underground work (gas / electric / plumbing) was brought up so the team is in the loop with the schedule. 10/28/2024

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					Key Construction to issue a project schedule now that we have a building permit to start work. This schedule will be shared with the team once we receive it. See previous meeting minutes for previously discussed items.
IV.	FINANCIALS				
08/05/24	SOVs / COs / etc.	All Contractors	08/16/24	On-going	11/04/2024 - Key Construction was reminded to submit their signed contract amendment for the approval of the 2nd floor fitout funds and the 3% removal of the additional holdback. - Key Construction to advise on SOV submittal. 10/28/2024 - Wendel / Mitchell had brought up the redesign for the addition of the bathroom to the new firehouse project. We asked for an ASI to be submitted as soon as possible so we can price this work. Also, it was stated that the shop drawings are being marked up accordingly so we catch all the necessary changes and that nothing is missed. See previous meeting minutes for previously discussed items.