

TRITON CONSTRUCTION CO.
Triton / Architect / Contractors Coordination Meeting



New Castle Fire District 1
Chappaqua, New York

Construction Meeting #25: January 27, 2025, @ 10:00 AM
Minutes of Construction Meeting #24

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	No	
Dennis Corelli	DC	The Town of New Castle	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	No	
Mike Bottali	MB	Key Construction - GCC	No	
Joe Manfredi	JM	Key Construction - GCC	Yes	
John Wright	JW	Key Construction - GCC	Yes	
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	No	
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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Tommy Crea	TC	Southeast Mechanical – PC	Yes	
Marianna Tompkins	MT	Southeast Mechanical - PC	Yes	
Jose Castrellon	JC	Talt Electric - EC	No	
Robbie Talt	RT	Talt Electric - EC	No	
Robert Talt	RT	Talt Electric - EC	No	
Scott Zalesny	SZ	SRI Fire Sprinkler - FSC	No	
Dave Phelan	DP	SRI Fire Sprinkler - FSC	No	

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

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					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 - 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.
10/28/24	Construction Activities	All Contractors	Ongoing	Ongoing	1/20/2025 - Triton Construction has asked all primes and subcontractors to confirm, with the Town of New Castle, all the necessary required permits for this job so there are no surprises with the work required. - Triton Construction requires all primes and subcontractors to provide a list of their union holidays as well as non-union holidays that the contractors plan to take. Additionally, all contractors are to provide requirements for weather days (rain, snow, cold, etc.) that would cause a contractor to not work on that day; this will help the team better manage any upcoming delays. 66 cubic yards of concrete were poured on 01/17; the South walls, the North walls, the West walls, and the East footings. - Triton had reached out to Tectonic Engineering to advise on the 7 day concrete breaks (due 01/17) for the 01/10 pour of the Southwest foundation walls. - D&J Concrete is not on site today even though MLK is not a union holiday for them. MLK is, however, a union holiday for

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					East Port (operating engineers). D&J is expected to be on site tomorrow to remove formwork and start work on the East foundation wall. East Port is expected to be on site tomorrow to remove snow on the jobsite. Afterwards, East Port will need to place gravel and footing drains along the perimeter of the building, prior to backfilling. Eventually, East Port will need to make probes in the apparatus bay soil to determine the quality of the soil; the findings will be shared with the geotechnical engineer. Key Construction to confirm. • Southeast Mechanical will be needed on site, this week, for the placement of plumbing and fire protection sleeves on the East wall as it is being formed. Southeast was asked to use the larger sleeve, for the 4" PRV, in the case that a 3" PRV might be required, based on the determination that the Town of New Castle makes on the backflow preventers. • Wendel / Mitchell spoke to the Town of New Castle on the inspections that the architect will be responsible for. Wendel / Mitchell to send the town a certification for the waterproofing that was done, as well as a list of the architectural inspections. 1/13/2025 • The primes were reminded that parking is not allowed on Memorial Drive and Elm Street. Workers can park anywhere else but in these two locations. There is also a corner on Elm Street, by King Street, where there is a no parking sign and where cars are still parked. Not all of the vehicles are from contractors working on the firehouse, but a reminder was made just the same. • 50 cubic yards of concrete were poured on 01/10; the South foundation, North foundation, four spread footings, and Southwest interior walls were all poured. • East Port will resume excavation on 01/14 to remove the soil for the East foundation lines K and L.

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					• Triton and Key Construction are trying to get confirmation from Tectonic Engineering on the apparatus bay soil and whether it can be reused at areas that were previously approved. • D&J Concrete to advise on future work for coordination with the team and the MEPFP primes. • Budget Maintenance (waterproofer) on site and are waterproofing the foundation walls. The work will take 2 days and Wendel / Mitchell is to review the work after it is done. • BOFC notified Triton, over the weekend, that the Dakota Concrete plant suffered a fire. Key Construction is working on submitting a revised concrete mix, from a different concrete facility, and will be submitting it ASAP. The design team needs to approve this mix, once received, as soon as possible as another pour is expected soon. Wendel / Mitchell reminded Key Construction to provide 3" rigid insulation, as per ASI 004 on 1 / A432. The primes requested Wendel / Mitchell to provide a conformed set on all of the updated drawings (ASIs) that have been issued thus far See previous meeting minutes for previously discussed items.
08/05/24	Procore – Submittals / RFIs	All Contractors	On-going	On-going	1/20/2025 • On Procore there are currently 17 open submittals and 3 open RFIs. • Next Monday 01/27, Wendel / Mitchell will be on site for the construction meeting as well as to inspect the shingles on the existing firehouse for sample matching. • Key Construction to advise on when the returned, revise and resubmit, East Port submittals will be returned for approval. Clarification is also needed on the remaining precast, grout, and block samples; block samples should have gone out last week, but nothing is being shown on Procore.

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					- Triton is asking for the trench drain submittal to be expedited so it is released in time for the apparatus bay work. - The door hardware RFI was returned and Key to advise if they have any comments. - Key Construction submitted an RFI on the signage lettering. Wendel / Mitchell to advise if additional information is needed. 1/13/2025 - On Procore there are currently 20 open submittals and 2 open RFIs. - JMC returned almost all the East Port submittals. Wendel / Mitchel to distribute shortly. East Port needs to return the revised and resubmitted submittals ASAP. - The outstanding samples to be submitted are precast, grout, and blasted face block samples. Key said that the block samples should go out this week. - Key Construction to submit a door hardware RFI shortly. See previous meeting minutes for previously discussed items.
8/12/2024	Electrical / Gas Items	Key Construction, Intricate Tech Solutions, and Talt Electric	On-going		1/20/2025 - Triton Construction is following with ConEd on the payment for the electrical service work. - ConEd is also working on the layout work for the Memorial Drive utility pole relocation; Triton reached out for an update on the layout work. - Talt Electric is expected to be on site tomorrow, 01/21, to move the electrical cable away from the stairs, as per direction from the Town of New Castle. Talt Electric has already applied for the temporary power permit and now needs to submit an underwriter's certificate. - Talt Electric to advise on what the cost implications are to provide one fire alarm system for both firehouses, to avoid any

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					issues with having two fire alarm panels for one combined firehouse. This work should be a credit and will be brought up with the team before any decisions are made. - Triton had sent to the team a cutsheet on what looks like the existing bay lights in the parking lot. JMC to review and advise on what the next steps are. 1/13/2025 - Triton Construction to follow up with BOFC on the cost of the ConEd electrical service work and hopefully decide soon. - ConEd is also working on the layout work for the Memorial Drive utility pole relocation. - Talt Electric is asking to do the existing electrical work tomorrow 01/14. Triton asked the BOFC for permission and is waiting to hear back. The work is not expected to take longer than 1 day. - Talt Electric to advise on what the cost implications are to provide one fire alarm system for both firehouses, to avoid any issues with having two fire alarm panels for one combined firehouse. This work should be a credit and will be brought up with the team before any decisions are made. - BOFC to advise on the existing exterior lights for review and determination by the design team. See previous meeting minutes for previously discussed items.
10/28/24	MEPFP Coordination	All Contractors	Ongoing	Ongoing	1/20/2025 - The Westchester County DOH expressed no concerns with the addition of 2 backflow preventers to the existing firehouse to prevent the additional work. However, the DOH did ask for the Town of New Castle to weigh in and Triton is waiting for a response from the town on this matter. - As mentioned previously, the MEPFP primes will need to come onsite, this week, for sleeve placement on the East wall for the

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					point of entry work (sewer, domestic water, fire suppression water). 1/13/2025 - The revised mechanical shop drawings were submitted this morning 01/13. - Talt Electric will need all the approved coordination drawings, prior to starting their electrical layout submittals. - Triton Construction to reach out to Westchester County DOH to see if backflow preventers can be added to the existing firehouse. This will avoid the extra work and cost of servicing the existing firehouse with domestic water from the new firehouse. Triton to keep the team in the loop. - The MEPFP primes will be kept in the loop of construction activities to ensure nothing is missed during the pours (sleeves, conduits, boxouts, etc.). 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	1/20/2025 Triton Construction, based on Key Construction's latest schedule, brought up the fact that landscaping and paving work would need to be prioritized to avoid pushing the work into Spring of 2026. Triton did mention that it might be necessary to look into providing sod, in lieu of grass, to do this work faster. Key Construction is currently working on a separate

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					schedule to reflect what would be required for us to achieve phase 2 substantial completion earlier. 1/13/2025 Key Construction submitted, today 01/13, their revised project schedule, using Talt Electrics durations for fire alarm work, site electrical work, etc. The phase 1 date of substantial completion was pushed from 11/28/25 to 12/12/25 and phase 2 date of substantial completion from 01/27/2026 to 05/21/2026. The reason for the push on phase 2 was because of the concern for doing landscaping and curbs next winter and having to wait for the following spring 2026 to resume this work. Key Construction was told that this work had to be done before November of 2025, so phase 2 substantial completion is held at 01/27/2026. This is something that Key Construction is looking into. See previous meeting minutes for previously discussed items.
IV.	FINANCIALS				
08/05/24	SOVs / COs / etc.	All Contractors	08/16/24	On-going	1/20/2025 - All outstanding COs and allowance adjustments were approved by BOFC (as of 01/13). - Wendel / Mitchell to send out the allowance distribution forms to Key Construction ASAP. - As mentioned previously, Triton is awaiting confirmation from the Town of New Castle on the usage of the backflow preventers. 1/13/2025 - All outstanding COs and allowance adjustments were submitted and are with Wendel / Mitchell to send to BOFC.

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					• Wendel / Mitchell is also to send the Key Construction payment application to BOFC for processing. • As mentioned above, Triton is to get confirmation on the use of the backflow preventers, and if there are any additional requirements, prior to having Southeast submit for pricing. See previous meeting minutes for previously discussed items.