

TRITON CONSTRUCTION CO.
Triton / Architect / Contractors Coordination Meeting



New Castle Fire District 1
Chappaqua, New York

Construction Meeting #5: September 3, 2024, @ 10:00 AM (To Be Confirmed)
Minutes of Construction Meeting #4

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	
Joe Modafferi	JM	JMC – Site Development Consultants	No	
John Trombino	JT	Gerard Associates – MEP Engineer	No	
Kevin Sawyer	KS	Triton Construction – Project Executive	Yes	
Redi Gjecka	RG	Triton Construction – Construction Manager	Yes	
Jim Duesel	JD	Tectonic Engineering – Special Inspector	No	
Al Torreggiani	AT	Key Construction - GCC	Yes	
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	
Krzysztof Zamajtyś	KZ	Intricate Tech Solutions - MC	Yes	
Gregory Popek	GP	Intricate Tech Solutions - MC	Yes	
Dorota Karwowski	DK	Intricate Tech Solutions - MC	No	
Joe Ricca	JR	Southeast Mechanical - PC	No	
Harley Toledo	HT	Southeast Mechanical - PC	Yes	
Jack Thomas	JT	Southeast Mechanical - PC	No	
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
Minutes of Kick Off Meeting

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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

NCFD1 Chappaqua

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		08/26/2024 • Waiting for Key Construction to submit their safety plan. All other primes have submitted their safety plans. 08/19/2024 • Primes to submit their safety plans (logistics, equipment, etc.) for review. Have received plans from Talt Electric and SRI Fire Sprinkler. See previous meeting minutes for previously discussed items.

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NCFD1 Chappaqua

Item	Description	Action By	Required By	Date Closed	Action / Details
08/05/24	Required items to start construction	All Contractors	On-going		08/26/2024 - Received signed contract from Intricate Tech Solutions. Also received bonds from Intricate Tech Solutions and from SRI. Triton will drop these off to the firehouse today (08/26) for signatures / their record. - Key Construction to submit the site management plan (SMP) as soon as possible so we can review before the sitework begins. - Key Construction to submit three signed originals of permit 32 and permit 33 / 44 for the non-utility work. All other forms, required for the DOT permit, are in the firehouse. Once we receive all the permits, we will drop them off at the firehouse so they can all be sent out to JMC. - The team is trying to get confirmation with the Town on what work can be done this week before the Town meeting at 09/03. The Town has imposed pre-construction limitations that would make any pre-permit work difficult. Due to this, the fencing material is being held off until confirmation is obtained. Reiterating below the pre-construction work required to obtain permit. - Setting of limit of disturbance. - Erosion / sedimentation control. - Marking of trees that will remain. - Preliminary staging plan required. 08/19/2024 - All contracts have been signed and returned except for Intricate Tech Solutions. Expecting Intricate's signed contract and bonds this week. SRI to submit their bonds soon. - Steve Govenal was listed as the site contractor contact for the project. - Key Construction to submit three signed originals of permit 32. The labor law 224f form was submitted today. All other forms, required for the DOT permit, are in the firehouse. Once we obtain permit 32, we will then send all signed forms out to JMC.

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NCFD1 Chappaqua

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					Trailer and temporary fencing material are to be brought on site next Wednesday 08/28. Temporary toilets are planned to be set next Friday 08/30. See previous meeting minutes for previously discussed items.
08/05/24	Procore – Submittals / RFIs	All Contractors	On-going	On-going	08/26/2024 - The Procore page is up and running with 33 opened submittals and 1 opened RFI. - The importance of filling out submittals (spec sections) and RFIs correctly was mentioned again as to not slow down the Procore process. The cover sheets for submittals must be signed prior to submitting. - Key Construction submitted a CAD waiver for their steel sub (Fall Fittings) to start work on shop drawings. 08/19/2024 - All primes have submitted contacts to be added to the Procore page. - Wendel / Mitchell to send out invitations for the Procore page as soon as possible. The primes have submittals that are ready to be submitted on Procore. In the meantime, we have asked the primes to start submittal what they have so we can review ahead of time. - Key Construction to submit their CAD waivers. See previous meeting minutes for previously discussed items.
8/12/2024	Electrical / Gas Items	Key Construction, Intricate Tech Solutions, and Talt Electric	On-going		08/26/2024 The ConEd's project representative, Michael Matuskovic, contact information was provided to the team for their correspondence. Intricate Tech Solutions has a planned call with him today 08/26 and will keep us in the loop.

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NCFD1 Chappaqua

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					- Talt Electric submitted RFI on their concern with the electrical room 118 layout and CT being located outside the building due to constraints. Gerard Associates mentioned that they ran this with ConEd and had no issues with approval. Gerard Associates will provide a formal response, on direction moving forward, to Talt's RFI. 08/19/2024 - It was reiterated that TK Elevators was in the specs and that the team would review if any additional work, outside of the contract scope, is added. - Triton Construction requires Intricate Tech Solutions and Talt Electric to start their conversations with ConEd about the project as soon as possible. Our previous experiences with ConEd have, unfortunately, taught us that they can change their minds on requirements. Triton to be kept in the loop on the progress of these conversations. - Talt to submit an RFI on concerns with the electrical room 118 layout and the CT transformer location. Gerard Associates to provide their feedback. 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	08/26/2024 Discussed two week lookaheads from Intricate Tech and Southeast Mechanical. Submittals and product data submissions are ongoing.

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NCFD1 Chappaqua

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					- Key Construction to review Triton comments on the preliminary schedule and advise. The rest of the primes are to review and make their comments (durations, objections, etc.) on the preliminary schedule so we can get a clearer picture on the schedule. - MEPFP coordination to start soon. Primes are waiting for all of their requested CAD files. 08/19/2024 - Two-week lookaheads were submitted by all the primes except for Intricate Tech Solutions. We discussed submittals and site work that is being planned in the upcoming days. - Key Construction to submit their preliminary construction schedule today 08/19 as per our conversation. - The long lead items we currently have so far are: - Sinks and showers: 4-6 weeks. - Rooftop mechanical unit: 6 months. See previous meeting minutes for previously discussed items.
IV.	FINANCIALS				
08/05/24	SOVs / COs / etc.	All Contractors	08/16/24	On-going	08/26/2024 - Four of the five SOVs (waiting for Key Construction) have been sent to the primes with comments from Wendel / Mitchell and Trion. Triton has no further comments on the SRI's SOV and Wendel / Mitchell to advise. Intricate Tech, Southeast, and Talt to advise. 08/19/2024 - All SOVs have been received except from Key Construction as they are trying to get all their subcontractors onboard.

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					Comments have been made, by Triton, on the other four SOVs and have been sent to Wendel / Mitchell for their review. See previous meeting minutes for previously discussed items.