

TRITON CONSTRUCTION CO.
Triton / Architect / Contractors Coordination Meeting



New Castle Fire District 1
Chappaqua, New York

Construction Meeting #10: October 14, 2024, @ 10:00 AM (TBD)
Minutes of Construction Meeting #9

Attendees	Initials	Company	Attended	Email Address
Ed Frank	EF	NCFD Fire Commissioner	Yes	
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	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	No	
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)	No	
Jim Pendergraft	JP	Key Construction - GCC	No	
Krzysztof Zamajtyś	KZ	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	Yes	
Jack Thomas	JT	Southeast Mechanical - PC	No	
Marianna Tompkins	MT	Southeast Mechanical - PC	No	
Jose Castrellon	JC	Talt Electric - EC	No	
Robbie Talt	RT	Talt Electric - EC	Yes	

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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 • All safety plans have been submitted to Wendel / Mitchell for their review.

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Item	Description	Action By	Required By	Date Closed	Action / Details
					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		10/07/2024 - Silt fence was delivered last Thursday 10/03. - Construction fence was delivered today 10/07 and is being currently installed with the silt fence. - East Port to confirm a subcontractor for tree removal as this work will most likely be starting soon. - The Town to come onsite on Wednesday 10/09 to review the erosion control, fencing, tree protection, and overgrowth clearance work. We are hoping that the permit for construction will be issued after this meeting. - DOT permit to be issued this week, as per Anne Darelleus' email. - DPW permit was approved and issued today 10/07. East Port was reminded that insurance was to be renewed before expiration on 10/31. - Key Construction submitted, last Friday, an RFI on the Memorial Drive retaining wall, utility pole, sand filter, and gas line work. We discussed leaving existing parking lot unobstructed for as long as possible while the preparations are made for the construction entrance through Memorial Drive. JMC, Wendel, and Triton, to get on a call this afternoon to discuss. 09/30/2024 - Terry Rowe and Dennis Corelli to meet with JMC, Key Construction, East Port, and Triton Construction on site at

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					10:30am to discuss the marking of trees, the staking out of the property lines, erosion control, and permit issuance. • Key Construction to submit RFI on the Memorial Drive retaining wall, utility pole, and gas line. Gas line to be marked out on site as only the water line is visible. • Surveys were submitted on Procore for record. Key Construction to send Joe (JMC) a CAD file of the survey so JMC can overlay and review for hits. • Awaiting for confirmation from Anne Darelleus for the DOT permit. She said that she would "attempt" to give comments by this week of 09/16. See previous meeting minutes for previously discussed items.
08/05/24	Procore – Submittals / RFIs	All Contractors	On-going	On-going	10/07/2024 • On Procore there are currently 32 open submittals and 2 open RFIs. • It was reiterated to the primes once again that all ASIs need to be reviewed for any cost impacts and to ensure we are following the most up to date drawings. • A substitute elevator sub, Schindler, was proposed by Key Construction as they are having issues with TK Elevators. The 5'-0" deep pit might not be necessary any longer since a different elevator type is being proposed. Design team also to review the feasibility of switching from a hydraulic elevator to a traction elevator. • Concrete foundation shop drawings are expected to be submitted this week of 10/07. • Talt Electric finalized the light fixture counts last Friday and will follow up today on shop drawings. • Intricate Tech Solutions to advise on when vibration isolation submittal will be uploaded.

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					09/30/2024 - On Procore there are currently 14 opened submittals and 1 opened RFI. - ASI #4 was issued with a narrative, on the drawing set revisions. All ASIs to be submitted to all primes. Primes are to review for any cost associated impacts. - Steel lintel shop drawings have been submitted. - Roof truss cold formed steel shop drawings were approved. - Key Construction is looking to provide a substitute for the elevator sub to change from TK to Schindler. It was mentioned that a traction elevator, from Schindler, is desired but this may be a nonstarter due to the fact that there is no elevator machine room to fit this. Key Construction to submit for review. - Elevator shop drawings to be distributed to Talt Electric for their review. - Intricate Tech Solutions to advise when the boilers will be submitted. See previous meeting minutes for previously discussed items.
8/12/2024	Electrical / Gas Items	Key Construction, Intricate Tech Solutions, and Talt Electric	On-going		10/07/2024 - We are actively following up with ConEd to see when they can relocate the utility pole that is on Memorial Drive. - Talt to follow up on the approved electrical submittals as well to see if there are any issues with Mike. - Intricate Tech to follow up with Mike on the gas load letter and gas work. 09/30/2024 - Intricate Tech to follow up with ConEd on the gas load letter and to check if the gas connection can be relocated outside the construction entrance on Memorial Drive.

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					• Talt Electric to send the approved shop drawings to ConEd for their comments, if necessary. The utility pole on Memorial Drive will also need to be relocated before construction starts. 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	10/07/2024 • All comments on Key's preliminary schedule were submitted. Key to submit a revised schedule this Wednesday 10/09. The team will review and make any further comments, if applicable. Once the construction permit is issued by the Town, the schedule will get more refined. 09/30/2024 • MEPFP primes to advise when the underground coordination will start. • Waiting for Intricate Tech Solution to submit their comments on Key Construction's schedule. See previous meeting minutes for previously discussed items.
IV.	FINANCIALS				
08/05/24	SOVs / COs / etc.	All Contractors	08/16/24	On-going	10/07/2024

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Item	Description	Action By	Required By	Date Closed	Action / Details
					• Triton & Wendel / Mitchell signed and approved the payment application for Southeast. Triton will review the other payment applications as they come along. • Wendel / Mitchell to advise on the two SRI change orders (backflow preventer upgrade and flush fire department connection upgrade) that have been submitted. • Key Construction will submit their SOVs when all the trades have been bought. 09/30/2024 • Payment applications were reviewed and approved by Triton for the four primes (excluding Key Construction). Wendel / Mitchell to review and make their comments. • Key Construction will submit their SOVs when all the trades have been bought. See previous meeting minutes for previously discussed items.