

**Town of Yorktown
Catskill Water Supply Drinking Water Fluoridation
Contract 19-2**

Progress Meeting No. 3

Meeting Minutes

Date: October 7, 2020
Time: 2:00 pm
Location: Virtual via Teams
Attendees: Vanessa McPherson, Arcadis
Matthew Geho, NWJWW
Erich Haefner, ELQ
Chris Pennessi, ELQ
Matt Masi, Acorn
Mike Masi, Acorn
Ken Rundle, Yorktown Water
Mike Quinn, Yorktown Town Engineer
Oscar Scopino, AI

1. Progress Meeting No. 2 Minutes. No comments received, as such Minutes as distributed will serve as final.
2. Contractor's Progress Since Last Meeting
 - a. G Update
 - i. Demolition in Progress.
 - ii. Lead Abatement in progress; dumpster on site.
 - iii. Temporary fence installed. Two locks – G / E. Town to install a lock so they can gain access. Water sample is collected from this location.
 - iv. Next week – Roof Framing and Masonry.
 - v. Sill Plate removed; existing block wall is grouted solid. Measuring 9'-3" overall wall height from floor (existing). Some deteriorated blocks have been removed that will be replaced in kind. Crack repair (repair angle and repointing) to be done. Direction needed on block on back side of building. Arcadis to schedule inspection to review.
 - vi. ELQ has inspected pit where piping is routed to be modified. Confined space entry performed. Vault is filled with water. Town to assist with verifying isolation valves are operable to close off this line. Piping has been cut and capped within the vault (photos provided by ELQ). Town will review and will tap the line outside of vault to verify that valves are holding.
 - b. E Update
 - i. Demo is complete.
 - ii. Permanent service from transformer in complete.

- iii. ConEd to energize next week and provide meter.
 - iv. Site visit with G completed to review locations of equipment mounting.
3. Planned Progress for Next Period
- a. G Look-Ahead.
 - i. ELQ will issue a bi-weekly schedule each week to coordinate inspections.
 - ii. Correct structural issues, modify rough openings and obtain field dimensions to issue to manufacturers for fabrication.
 - iii. Issue with lumber supply due to Covid and Wildfires. This has the potential to impact the work. ELQ currently reviewing.
 - iv. Roofer scheduled for early November.
 - v. Complete masonry.
 - vi. Closing up building before Winter weather is a priority.
 - b. E Look-Ahead
 - i. Transfer Switch to be installed once meter is in. Switch is being shipped (arriving Week of 10/12). Material is coming in.
 - ii. Will plan remaining work based on progress of G.
4. Schedule
- a. Update to Baseline Schedule. ELQ clarified submitted schedule update. Columns have been added to reflect actual dates. Arcadis noted that project dates for submittals and activities are still required so that overall duration and finish date can be assessed.
 - b. Building work is not currently on the Critical Path. If this work is complete by February as projected it will remain off of the Critical Path.
 - c. Critical Path is through the Control Panel work.
 - d. Fabrication and Delivery for Long Lead Items
 - i. ELQ will advise on lead time for Grinder Pump.
 - ii. Control Panel
5. Status of Shop Drawings
- a. Refer to Log Distributed with Agenda packet.
 - b. Control Panel submittal just received by ELQ. Will send.
 - c. Arcadis has Fluoride Equipment, Roofing in house. Will expedite return.
 - d. Backflow Preventer submittal will be held until approval from WCDOH is in hand.
 - e. ELQ will create an online site for access to submittals and comment sheets for the project team to utilize.
 - f. Acorn noted that no enclosed switches or circuit breakers are required on the project. Submittal to be deleted from log (content for this item was never received as noted).
 - g. Arcadis noted that Acorn to submit information for power monitor.
6. RFIs / Contract Modifications
- a. RFI E-1 Closed – Retain Existing Electrical Service & Transformer

- b. Change Order G1 – Catskill Aqueduct Piping Removal. ELQ is reviewing in house and needs to write up approach. Will send to Arcadis to review with Town and NYCDEP.
 - c. Change Order E1 – Credit for Electrical Service. Arcadis to develop based on pricing provided by Acorn.
 - d. Cost for Doghouse Manhole Required for Connection to 24-inch main to be submitted. ELQ reviewing and will submit.
7. Payment Applications
- a. Reminder for Voucher Cover Sheet and Certified Payrolls with Payment Requests.
 - b. Payment Request 1 for E submitted. In progress with the Town (will be confirm and advise).
8. Coordination between parties
- a. ConEd. Owner letter was resubmitted. Ready to energize.
 - b. Arcadis to coordinate Modem, Router and Firewall provision with NWJWW and Town (noted as to be provided by Owner).
 - c. ELQ has additional employees requiring Security Clearance and will provide to Arcadis to submit.
9. Permits
- a. ELQ is working on Building Permit. Letter from the Town required noting that permit fees are waived. Road opening permit has been obtained.
10. Safety
- a. No accidents or injuries on G/E in last month.
11. Construction Progress Photographs
- a. Keep up with as work proceeds and submit monthly.
12. Other Business

Next Meeting: Schedule / Submittal Call – Tuesday October 20th
Progress Meeting No. 4 – Wednesday November 4th at 2 pm