

15 Public Square, Watertown, New York 13601

PROJECT Town of LeRay Highway DATE 12/17/2024 8:00 AM -
Facility Project 8:30 AM
2020-057

ORGANIZER Deana LaSage SUBJECT Existing Highway
Building Reno Project
Meeting No. 6

LOCATION

INVITEES Michael Altieri, P.E., Leland (Lee) J. Carpenter, Bruce Evans, Vern
Fuller, Jason Hall, Bob Ingerson, Ryan King, Deana LaSage, Nathan
Toutant , Garrett Wheeler

ATTENDEES

CC

MEETING COMMENTS

AGENDA

1. Review of Previous Meeting Minutes

2. Submittals

3. RFI's

4. RFP's

5. Schedule

A. D.C. Building Systems, Inc.:

Work completed over last four weeks:

- 1. Repair or install interior thresholds and install new doors.**
- 2. Finish bathroom wall where new plumbing was installed.**
- 3. Demo ceilings in office and break room areas. This is critical to**

Contractor Meeting

MEETING DATE: 12/17/2024

AGENDA

move forward with other work to be done in these areas.

Work anticipated over next four weeks:

B. J.E. Sheehan, Inc.:

Work completed over last four weeks:

- 1. Finish insulation.**
- 2. Finish install work on new urinal in Existing Bathroom.**
- 3. Finish remaining work on controls.**

Work anticipated over next four weeks:

C. ENI Mechanical, Inc.:

Work completed over last four weeks:

- 1. Get power to new over head doors as they are installed.**
- 2. Misc items in heated areas.**
- 3. Once ceiling is demo'd in office and break room areas, work can begin.**
- 4. Lay out fire alarms.**
- 5. Begin work on setting new 40' pole in parking lot area.**
- 6. Begin work on fuel island pedestal.**

Contractor Meeting

MEETING DATE: 12/17/2024

AGENDA

Work anticipated over next four weeks:

6. Payment Applications-

Next pencil copy is due 12/31/24

Below is the Payment Schedule from the Town:

Please have Pencil Copies to Bob Ingerson / Deana LaSage for review the week before the cutoff date. Payments will be issued on the Friday following the TB Meetings.

Pencil Copy Due Date	Cut-Off Date	TB Meeting Dates
9/30/2024	10/7/2024	10/10/2024
10/21/2024	10/28/2024	11/1/2024
12/2/2024	12/9/2024	12/12/2024
12/31/2024	1/6/2025	1/9/2025
2/3/2025	2/10/2025	2/13/2025
3/3/2025	3/10/2025	3/13/2025
3/31/2025	4/7/2025	4/10/2025
4/30/2025	5/5/2025	5/8/2025
6/2/2025	6/9/2025	6/12/2025
6/30/2025	7/7/2025	7/10/2025

7. Safety

Contractor Meeting

MEETING DATE: 12/17/2024

AGENDA

8. General Discussion

9. Next Job Meeting

TBD