



# Meeting #56

SRM Construction, Inc.  
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**Project:** - CP-SRM San Jose  
 3315 Almaden Expressway  
 San Jose, California 95118

## WEEKLY FOREMAN 6-WEEK LOOK AHEAD Agenda

**MEETING DATE:** 05/28/2024 **MEETING TIME:** 10:00 AM - 11:00 AM Pacific Time (US & Canada)

**MEETING LOCATION:** 3355 Almaden Expressway, San Jose, CA 95118

**OVERVIEW:**

This meeting is to discuss construction activities and schedule for all subcontractors and to discuss our 6-Week Look Ahead. This meeting will be held at the SRM trailer next to the site every Monday at 10am. We need all foreman onsite at a minimum. A Zoom meeting invite is being sent out for those who can't make it in person.

Attached is the last updated 6-Week Look Ahead, the cover page for the schedule, and Parking Map for your reference. Please DO NOT park at Denny's - park at the parking lot off Newberry Drive.

**ATTACHMENTS:**

[INTERIOR SCHEDULE 2024.05.28.pdf](#) [Copy of Novelle 6 Week schedule as of May 28th, 2024.pdf](#) [3355 Almaden Expressway Parking.pdf](#)

**ATTENDEES:**

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## General

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
1.1	1	Review Safety Items				Open
<p><b>Description:</b></p> <ul style="list-style-type: none"> <li>• Personal protective equipment (PPE): PPE includes eye and face protectors, work shoes with slip-resistant soles, safety-toed footwear, and gloves. Different materials offer different protection. For example, wool and cotton are fire resistant, while duck fabric protects against cuts and bruising.</li> <li>• Fire safety: Address common causes of fires on construction sites, and educate workers on what to do in case of a fire. Also, cover how to use fire extinguishers and the importance of their accessibility.</li> <li>• Fall protection</li> <li>• Electrical safety</li> <li>• Hazard communication and identification</li> <li>• Lockout and tag-out procedures</li> <li>• Construction safety training</li> <li>• First aid</li> <li>• Ladder safety</li> <li>• Heavy machinery safety</li> <li>• Welding safety</li> <li>• Confined space safety</li> <li>• Handling heavy objects</li> <li>• Proper tool and equipment use</li> </ul>						

## General

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status			
		<p><b>Previous Meeting Minutes:</b>  <b>05/20/2024:</b></p> <ul style="list-style-type: none"> <li>• Toolbox safety meeting was held this morning on the topic of CPR - Choking</li> <li>• No deliveries allowed from subs on weekends                             <ul style="list-style-type: none"> <li>◦ Deliveries only allowed on weekdays</li> </ul> </li> <li>• Friday is clean-up day</li> <li>• Upcoming Monday (5/27) is a holiday (Memorial Day)                             <ul style="list-style-type: none"> <li>◦ Project site potentially closed depending on sub turnout</li> <li>◦ Meeting(s) will be moved to Tuesday</li> </ul> </li> </ul>							

## Schedule

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status	
2.1	1	6-Week Look Ahead				Open	
		<p><b>Description:</b>                      Review of upcoming scheduled items:</p> <ul style="list-style-type: none"> <li>• See 6-Week Look Ahead Schedule and Meeting Minutes for reference                             <ul style="list-style-type: none"> <li>◦ Subs are to inform SRM of any discrepancies within 6-Week Look Ahead Schedule and/or Meeting Minutes immediately after reviewing both</li> </ul> </li> </ul>					
		<p><b>Attachments:</b>  <a href="#">Novelle 6 week schedule 7-31.pdf</a></p>					

## Schedule

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status			
		<p><b>Previous Meeting Minutes:</b>  <b>05/20/2024:</b></p> <ul style="list-style-type: none"> <li>• Levels 2-4               <ul style="list-style-type: none"> <li>◦ Electrical and plumbing complete</li> <li>◦ Fire sprinkler inspection walk today</li> <li>◦ Mid Valley and Banks Communications need to catch-up                   <ul style="list-style-type: none"> <li>▪ All units are ready for them</li> <li>▪ Banks will be held responsible for patches regarding low voltage work</li> </ul> </li> </ul> </li> <li>• Stack units on Monday (6/3) at Zone A, Level 3</li> <li>• Level 4 corridors complete</li> <li>• Level 2 corridors are being inspected today</li> <li>• ADCO can do the walls at rooms 408, 308, and 208</li> <li>• All Zones and Levels               <ul style="list-style-type: none"> <li>◦ Elevators 2 &amp; 3 are in production now                   <ul style="list-style-type: none"> <li>▪ Now is the time for JMB to do sleeves</li> </ul> </li> </ul> </li> <li>• ADCO has experienced trade damage at Level 1               <ul style="list-style-type: none"> <li>◦ Subs are not allowed to drive inside units with scissor lifts anymore to avoid damaging framing</li> </ul> </li> <li>• JMB will leave feeders on 4th floor               <ul style="list-style-type: none"> <li>◦ Subs are to not step on it</li> <li>◦ JMB is to roll-up feeders in corridors</li> </ul> </li> <li>• Level 4 mechanical equipment is up in hallways</li> </ul>							

## Design Updates - ASI's and RFI's

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
3.1	1	RFIs & ASIs				Open
		<p><b>Description:</b>            RFIs:             ASIs:</p>				
		<p><b>Previous Meeting Minutes:</b>  <b>05/20/2024:</b> (None)</p>				

## Submittals

No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
4.1	1	Open Submittals & Lead Times				Open
		<p><b>Description:</b>            Open Submittals:             Closed Submittals/Lead Time:</p>				

Submittals						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status
	<b>Previous Meeting Minutes:</b> 05/20/2024: <i>(None)</i>					

New Business						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status

Old Business						
No	Meeting Origin	Title	Assignment	Due Date	Priority	Status

**NOVELLE SAN JOSE  
FRAMING ACTIVITIES  
TUESDAY 5/28/2024**

**SCHEDULE COVERAGE & DESCRIPTION**

**PAGES #1-3 Exterior Envelope (Zones A-D)**

**PAGE #3-4 Commercial Kitchen**

**PAGE #4 Long Lead Items**

**COORDINATION MEETINGS HELD EVERY MONDAY  
@ 10:00AM**

**ATTENDANCE IS MANDATORY FOR THOSE  
WHO APPEAR ANYWHERE ON THIS  
SCHEDULE.**

**MEETING HELD IN THE CONSTRUCTION OFFICE  
LOCATED @ 3355 ALMADEN EXPRESSWAY S.J C.A**

**LEGEND:**

	= WORK THAT HAS BEEN COMPLETED
	= WORK THAT IS TO BE PERFORMED
<b>B</b>	= WORK THAT IS BEHIND SCHEDULE
<b>C</b>	= SCHEDULED CONCRETE POUR
<b>D</b>	= SCHEDULED DELIVERY
<b>I</b>	= SCHEDULED INSPECTION
<b>M</b>	= WORK MUST BE COMPLETE BY
<b>W</b>	= WEATHER DELAY





# FRAMING ACTIVITIES

**PREPARED BY: John Perino**  
**Tuesday, May 28, 2024**

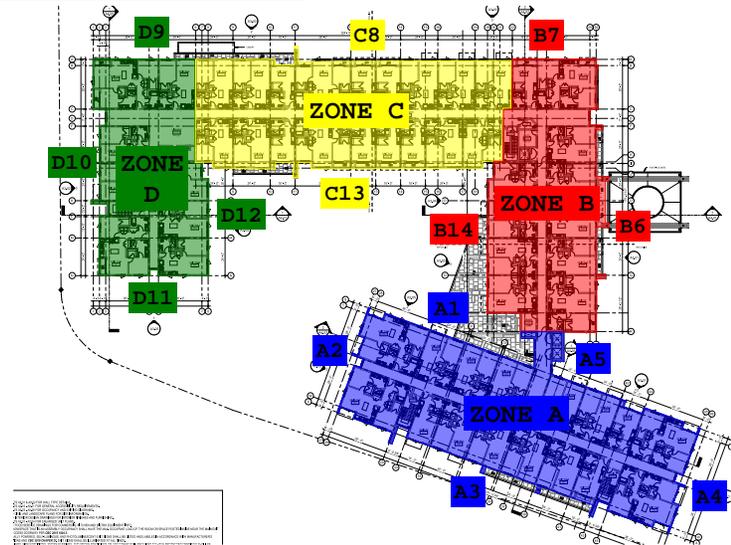
DESCRIPTION	May							June														July																										
	Last Week			This Week				2nd WEEK				3rd WEEK				4th WEEK				5th WEEK				6th WEEK																								
	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S		M	T	W	T	F	S	S	M	T	W	T	F	S	S					
20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7
72	Install exterior stone																															Greystone																
73	Clean and Prep																															KENYON																
74	Caulk																															Dimetrios																
75	Paint exterior																															Dimetrios																
76	Clean windows																															Cleaners																
77	Scaffold Down																															Kenyon																
78	Bolt on Balconies																															Skyline																
79	Zone D																																															
80	Install Knock Box																															SRM																
81	Hot rubber inside 4th floor decks																															Kodiak																
82	HVAS exhaust Framing																															Reaco																
83	HVAC duct in soffit install																															Reaco																
84	Install 4th Windows																															Lighthouse																
85	Any Remaining Ext. Penetrations walk w/Kenyon																															Kenyon																
86	Firesprinkler in soffit locations																															AFS																
87	Fire sprinkler inspection																															Fire Sprinkler Inspection																
88	Soffit insulation																															Tri County																
89	City soffit insulation inspection																															CITY OF SJ																
90	Dens Glass Soffitts																															ADCO																
91	Tyvek to begin																															Kenyon																
92	Install weep screed																															Kenyon																
93	Close in balcony's on 4th floor																															Kenyon																
94	Drip Edge																															RJC																
95	WRB Inspection W/City																															CITY OF SJ																
96	Wire and & Drain Mat																															Kenyon																
97	Lath Inspection 3rd Party																															Bee																
98	Lath Inspection with City																															CITY OF SJ																
99	Stucco Scratch																															Kenyon																
100	Stucco Brown																															Kenyon																
101	Stucco Finish																															Kenyon																
102	Install exterior stone																															Greystone																
103	Clean and Prep																															Cleaners																
104	Caulk																															Dimetrios																
105	Paint exterior																															Dimetrios																
106	Clean windows																															Cleaners																
107	Scaffold Down																															Kenyon																
108	Bolt on Balconies																															Skyline																
109	Comercial Kitchen																															Comercial Kitchen																
110	Line Sets																															TI																
111	Kitchen Hood																															TI																
112	Drywall back wall																															ADCO																
113	Tape & Top																															ADCO																
114	Install Refer Box																															TI																



# NOVELLE SJ INTERIOR SCHEDULE TUESDAY, 05/28/2024

## SCHEDULE COVERAGE & DESCRIPTION

- PAGE #1 L4 ZONE A
- PAGE #2 L4 ZONE B
- PAGE #3 L2 ZONE C
- PAGE #4 L4 ZONE D
- PAGE #5 L3 ZONE A
- PAGE #6 L3 ZONE B
- PAGE #7 L3 ZONE C
- PAGE #8 L3 ZONE D
- PAGE #9 L2 ZONE A
- PAGE #10 L2 ZONE B
- PAGE #11 L2 ZONE C
- PAGE #12 L2 ZONE D
- PAGE #13 ACTIVITIES OUT



**LEGEND:**

- |   |   |                                  |
|---|---|----------------------------------|
| X | = | WORK THAT HAS BEEN COMPLETED     |
| / | = | WORK THAT IS TO BE PERFORMED     |
| B | = | WORK THAT IS BEHIND SCHEDULE     |
| P | = | WORK THAT IS PENDING ON APPROVAL |
| D | = | SCHEDULED DELIVERY               |
| I | = | SCHEDULED INSPECTION             |
| M | = | WORK MUST BE COMPLETE BY         |
| R | = | WORK THAT IS READY TO START      |

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