

Theodorellys, Penny

From: Theodorellys, Penny
Sent: Monday, March 10, 2003 11:19 AM
To: 'agaspardo@jlcenvironmental.com'; 'rmiddleton@etsets.net'
Subject: 114 Liberty Street

-----Original Message-----

From: mark@114liberty.com [mailto:mark@114liberty.com]
Sent: Friday, March 07, 2003 8:10 PM
To: ptheodorellys@dep.nyc.gov
Cc: rwoo@deloitte.com; davestanke@cs.com
Subject: Re: 114 Liberty Street

Penny,

For the **PII** the following items should be discarded:

- 1) All blinds and window treatments
- 2) All rugs
- 3) In dining room area, there is one red chair and one grey sofa, both marked with DISCARD.
- 4) In the back bedroom, there is one black leather sofa and two futons both marked with DISCARD
- 5) Everything remaining in garage/"urban mud room", except cabinets.
- 6) All bagged trash and furniture in living room, except loud speaker and desk from library, both marked DO NOT DISCARD.
- 7) Contents of "Media room" closet (toys) and linen closet in mail hallway.

Everything else we want saved and cleaned, this includes:

- 1) All books and records
- 2) All pictures and picture frames, most are in back bedroom closet.
- 3) All cabinets, condo provided and custom; they have all been removed from the walls.
- 4) All boxed or bagged personal possessions, primarily located in kitchen area and back bedrooms.
- 5) Seven pieces of upholstered furniture to be cleaned and bagged, most have "KEEP" signs on them:
 - a) two sofas, one brown and white and one green, in dining room.
 - b) three wooden handled chairs, two in kitchen (brown cloth), one in dining room (red cloth)
 - c) two blue chair lounges (in master bedroom)
- 6) There are four upholstered chairs (two silver, two white and brown) there were removed by workers Wednesday evening, even though they did not

have discard signs on them. We are trying to get them back, if we can they should also be cleaned and bagged.

- 7) Wood Biedermeier desk/cabinet and wood "tree stump" coffee table in dining room.

Thank you,
Mark

"Theodorellys, Penny" wrote:

Today's Update

We are ready to go tomorrow morning. We have only received lists from three residents.

As discussed-

Residents who do not supply lists and/or instructions will be cleaned strictly in accordance with the scope-of-work. The tagging will be used by ETS as best possible. If any items are not clearly identifiable for disposal, they shall be cleaned to the best of our ability and will remain in the residence. Porous items/intricate items, etc. shall be cleaned as best as possible and wrapped in polyethylene.