Avaltroni, Robert
To: Ward, Chris
Cc: Grob, Shauna
Subject: EPA Interior Cleaning Program

Chris,

As discussed, please find the attached informal matrix backing into our 9/3 commencement of work date. We have much to be accomplished in a short timeframe.

Gentlemen, start your engines.

P.S. We will get to the finish line on time!

-----Original Message-----
From: **Smyth, Virginia**
Sent: Friday, August 02, 2002 5:02 PM
To: Maldonado, Jane; Avaltroni, Robert
Subject: Timeline

Indoor Air Timeline.xls

NYC-WTC_000152977

NYC 9/11 Public Portal Document

Contract Timeline - Indoor Air

1.	2.	3.	4.	5.	6.	7.
Receive Final Scope	Finalized Scopes & Bid Sheets Submitted to DEP Contracts	Bid Packages Mailed to Vendors	Pre-Bid Conference AM (Rem) PM (Air Mon)	Bid Opening Sector 1 Rem & Air - AM Sector 2 Rem & Air - PM	Bid Opening Sector 3 Rem & Air - AM Sector 4 Rem & Air - PM	Commence Work
8/7/02 - Wed.	8/9/02 - Friday	8/13/02 - Tues.	8/20/02 - Tues.	8/26/02 - Mon.	8/27/02 - Tues.	9/3/02
	Package must include scopes for each sector, sector maps, bid sheets, insurance require., schedule A's, and bidders lists.		Meeting place to hold 25 to 50 people to be identified, depending on size of bidders list.			