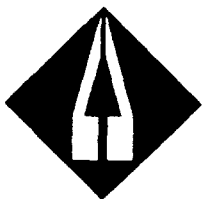


AMBASSADOR CONSTRUCTION CO., INC.



MINUTES OF CONSULTANT'S MEETING #9

PROJECT: Mayor's Office of Emergency Management
7 World Trade Center - 1, 7 & 23rd Floors
Amb. Job # S57-5175

DATE: September 15, 1998

PRESENT:	Martin Schneider	Ambassador
	Jack Klein	Ambassador
	Mark Torre	Silverstein Properties
	Charlie Magee	Silverstein Properties
	Walter Weems	Silverstein Properties
	Glenn Pymonto	DCAS
	Josep Dominguez	DCAS
	Bob Melaniff	DITT
	Bob Hudson	Motorola
	Juan Mejia	Swanke Hayden Connell
	John Hughes	OEM
	David Litvin	OEM

1. SAFETY REVIEW

- Ensured that all OSHA posters are up in good condition.
- Reviewed fire exits.
- Checked first aid kit(s) and safety manual.
- Reviewed safety procedures (clothing, protective gear, work procedures).
- Checked cleanliness and condition of construction area.
- INQUIRED IF ANY INCIDENTS OR INJURIES OCCURRED WHICH WERE NOT REPORTED TO PROJECT SUPERINTENDENT. No accidents reported.
- No new accidents reported.

2. SHOP DRAWING REVIEW

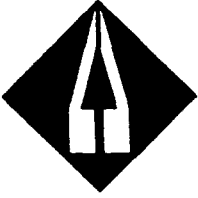
- The following items are out for review:

- Paint and wallpaper samples
- ✓ Panel EDPH - 23
- ✓ Lutron dimming system - waiting
- ✓ Johnson Control submittal
- ✓ Fire smoke dampers
- ✓ Shielding material
- ✓ Novalink details

Mock up of → 
to test paint

Continued.../

AMBASSADOR CONSTRUCTION CO., INC.



Mayor's Office of Emergency Management
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Dug's to be send to P-A by Friday

3. **PROJECT STATUS**

1st Floor

- Fuel oil tank work to start *this week.* ~~Tuesday, 9/22/98.~~
- Chopping for fuel oil piping is on hold pending inspection by Con-Ed. *said 2'-10" deep pipes to start this week*
- Steel has been released for fabrication. Field measuring to be completed 9/18/98.

7th Floor

- Silverstein Properties, Inc. advised that mechanical drawings from Cosentini will be delivered this week.
- Ambassador is coordinating equipment layout.

23rd Floor

- Layout and framing is 95% complete. *Swanke/Hayden fields (1) add'l damage. generator is ready for Cosentini insp. (to issue report)*
- Drywall installation is 75% complete.
- Taping is 35% complete.
- Sprinkler mains and branches are 85% complete.
- Black iron for ceilings is 80% complete.
- Plumbing roughing is 70% complete.
- Plumbing drains are 70% complete.
- Duct installation is 80% complete.
- Electrical riser work is 60% complete.
- Ceiling and soffit work is 25% complete
- Acme walls are released. Delivery in (3) weeks.
- Hurricane wall is released, to start this week. *Inspection*

Roof

- Ambassador to start the week of 9/21/98.

MC to issue sketch for new antennas support

4. **RFI STATUS**

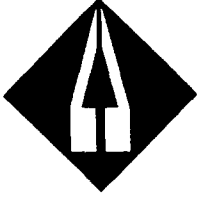
- See list attached.

5. **GENERAL**

- Silverstein Properties, Inc. to receive mechanical drawing of the 7th floor this week.
- DCAS asked the status of electrical meter as per Silverstein Properties, Inc.'s comments. Cosentini to follow up.
- Ambassador advised that there are a lot of field conditions regarding steel plates for hurricane wall. Ambassador, Swanke Hayden Connell and Cantor are coordinating.

Continued.../

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5. **GENERAL (continued...)**

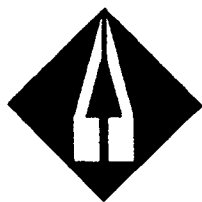
- Ambassador advised that all hurricane wall components have been released. *most are arriving this week*
- Swanke Hayden Connell advised that they are preparing a drawing for Port Authority *(by Friday)* approval.
- DCAS requested that Ambassador attach change order log to meeting minutes.
- DCAS asked if pre-action system is connected to the emergency generator system.
- Motorola advised that they have received information on microwave dishes. Motorola and Swanke Hayden Connell to coordinate.

NEXT MEETING TO BE HELD ON SEPTEMBER 22, 1998 AT 11:00AM
AND EVERY TUESDAY THEREAFTER
PLEASE BE PROMPT

JJK:ag

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AMBASSADOR CONSTRUCTION CO., INC.



Mayor's Office of Emergency Management
7 World Trade Center
1, 7 & 23rd Floors
Amb. Job # S57-5175

C.O.#	Date	Scope of Work	Price	Status
001	7/28	Sheetrock wall offset	\$7,000.00	Approved
002	7/31	Baltimore Air Coil circuit cooling	\$9,818.00	Void
003R	8/26	F&I plug mold outet...	\$3,704.00	Pending
004R	9/11	Delete concrete and reinforcing	\$294,338.00	Pending
005	9/4	City of NY attached letter	\$117,684.00	Approved
006	9/8	Additional cost for furnish door 01A	\$406.00	Pending
007	9/10	Audio Visual Work and Equipment	<\$270,023.00>	Pending
008	9/10	Change door 01B from a full lite	\$11,688.00	Pending
009	9/14	As per marked-up wood door	\$11,707.00	Pending
010	9/15	F&I (1) special class package	\$2,666.00	Pending

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