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SWANKE HAYDEN CONNELL ARCHITECTS

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Fax Message

To Mr. Josep Dominguez DCAS/DRES	From Joseph J. Abotta Job No 5576A Fax No. 1(212) 669-3640 Date December 19, 1997
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Message

RE : Office of Emergency Management
7 World Trade Center

Josep,

The following is a list of "non-DCAS-standard" Millwork proposed for the OEM project which we would like to review with you:

1. **Mayor's Conference Room:**
 - a. "Boat shaped" Conference Table with integrated video / teleconference controls
 - b. "A/V Wall housing" for video monitors, etc. (Equipment cuts req'd)
2. **Mayor's Office:**
 - a. Millwork panel wall behind Mayor's fold out bed (Marlite panels, etc.).
3. **Commissioner's Office:**
 - a. T/V Monitor enclosure (Equipment cuts req'd)
4. **Elevator lobby and Reception:**
 - a. Reception desk
 - b. Panelized walls (Marlite panels, etc).
5. **EOC:**
 - a. A/V wall at north side of EOC, and Monitor enclosures at workstations (Equipment cuts req'd).

Please call me at your earliest convenience to arrange a meeting (or discuss over the phone) to go over this list.

Thank you.

If there are any problems with this transmission, please call (212) 219-6716

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