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To: Jack Klein Ambassador Construction	From: Mario Porto, V.P., General Manager
Fax: 212-949-9762	Date: June 11, 1998
Phone: 212-922-1020	Pages: 7 (including this one)
Re: Mayor's Office OEM AV Systems	CC:

☐ Urgent ☐ For Review ☐ Please Comment ☐ Please Reply ☐ Please Recycle

Pursuant to our recent telephone conversation, attached please find a revised bid for the above referenced project. You will note that our price for installation of the systems has increased by \$30,000.00. The reason for the increase is that following a scope review with the consultant, we discovered that there were items, which we are responsible for, that were not calculated into our original bid. These items are as follows:

1. We must provide continuous supervision of our sub-contractor's work. We had estimated supervision on an "as required" basis. This continuous supervision will require a substantial amount of additional labor by our technicians and project manager.
2. The amount of labor which was allocated for delivery of the monitors to the site was underestimated. Since there are so many of them and they each require (2) men to handle, our original labor estimate did not take this into account.

I apologize for this inconvenience, but I think it better that we deal with this matter now, rather than have it become an issue once the project has begun. I am hopeful that we will have the good fortune of working with you on this exciting project. If there any questions, please don't hesitate to call.