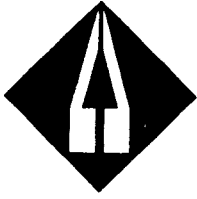


AMBASSADOR CONSTRUCTION CO., INC.



MINUTES OF MEETING #6

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

DATE: August 18, 1998

PRESENT:	Martin Schneider	Ambassador
	Jack Klein	Ambassador
	Jay Koven	Ambassador
	Mark Torre	Silverstein Properties
	Charlie Magee	Silverstein Properties
	Walter Weems	Silverstein Properties
	Tony Rubino	Silverstein Properties
	Bob Goodyear	ABCO-Peerless
	Richard Jarde, Gary Fishbone	R.B. Samuels
	Lloyd Kozel	Ace Audio Visual
	Joe Mackey	Par Plumbing
	Joe Iaquinto	Precision Interiors
	Donald Murphy	Kaback
	Joe Amato	Newco
	Jeff Timberg	Superior Acoustics

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.
- All trades will be responsible for their own safety. Trades will be held to OSHA standards and any tradesman not conducting work in a safe manner will be told to leave the project. Any costs or delays will be incurred by the subcontractor.
- Ambassador stated that they have removed ladders that looked unsafe.
- Ambassador stated that they will be issuing a hand-out on site safety issues.
- Ambassador also stated that all contractors are responsible for the safety of their personnel as well as the safety of others on the job.

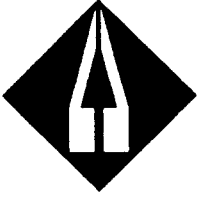
2. PROJECT SCHEDULE

- Reviewed minutes of 8/11/98.
- Ambassador advised that substantial completion of 23rd Floor will be the first week of November.
- Ambassador advised that the 7th Floor demising work will be completed by 8/24/98.
- Ambassador advised that the 1st Floor work will start the week of 8/17/98

Continued.../

317 MADISON AVENUE, NEW YORK, NY 10017, 212 922 1020, FAX 212 949 9762

AMBASSADOR CONSTRUCTION CO., INC.



MINUTES OF MEETING #6

Mayor's Office of Emergency Management

August 18, 1998

Page Two...

3. **SHOP DRAWING REVIEW**

- Ambassador advised of the following:
 - Duct drawing A-23-3 has been approved.
 - Ace Audio Visual will submit A/V wiring diagram by Friday, 8/21/98.
 - Ambassador is awaiting approval on light fixtures.
- R.B. Samuels advised that light fixture approval is critical, some lights are long lead items.

4. **PROJECT STATUS**

- Reviewed minutes of 8/11/98.
- Ambassador advised of the following:
 - Layout and framing 90% complete.
 - Drywall installation 25% complete.
 - Sprinkler main and branches 60% complete.
 - Condenser water piping work 60% complete.
 - Duct installation (mains and branches) approximately 50% complete.
 - Black iron for ceilings has started.
 - Perimeter soffit to be started this week.
- Ambassador advised that the hurricane wall is on hold pending clarification from the architect and engineer.
- Ambassador advised that ATS's will be shipped 9/10/98
- Ambassador advised that riser work will be ongoing for 4 to 5 weeks.
- Ambassador advised that the 22nd Floor plumbing work is 30% complete. Next phase is scheduled for Saturday, 8/22/98.

NEXT MEETING TO BE HELD ON TUESDAY, AUGUST 25, 1998 AT 10:00AM
AND EVERY TUESDAY THEREAFTER
PLEASE BE PROMPT

JJK:ag

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