

SWANKE HAYDEN CONNELL ARCHITECTS**Fax Message**

To: Glynn Pymonto DCAS/ DRES	From: Joseph J. Aliotta
Cc: John Vande Plasse (SHCA)	Fax: (212) 669 - 3640
	Job: Mayor's Office of Emergency Management # 5576A
	Date: 11-03-98 Pages: 1

Message:

Per previous discussion, SHCA is not contracted to provide graphic design services for this project. As you are aware by the work we did at FDNY Headquarters, SHCA provides full graphic design services.

We are not aware of any current plans to provide signage for MOEM's space. We are very concerned that uncoordinated and run-of-the mill standard manufacturer's signage will be installed at the last minute (usually in the wrong place) and thereby negatively affect the architectural design.

In addition, MOEM has indicated that the main corridor as well as the reception area and others spaces will be utilized as display areas. SHCA also provides artwork and display design services. We would like to discuss providing these design services, so that, the artwork/displays are properly highlighted and complementary to the architectural design.

Please call me at your earliest convenience to discuss. We are available to meet with you and MOEM to discuss these design issues and scope of services.

Regards,

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