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NOVALINK LIMITED
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January 13, 1998

Mr. William Diamond
Commissioner of New York City

tel: 212-669-7111
fax: 212-669-8992

Re: EOC, NYC, Furniture Installation, NL-Job 3585

Dear Mr. Diamond:

Thank you for your telephone call on January 12/99. The following represents our revised schedule:

- Installation to commence Jan. 6/99
- Completion date based on the original proposal would subsequently have been on January 27/99.
- Special accelerated installation of 5 positions - Jan. 15/99
- Revised accelerated substantial completion - Jan. 22/99 (Jan. 25/99, if workers do not show for Martin Luther King Holiday)

Please note that Nova-Link Limited quoted and was originally allotted a three week installation window. The Nova-Link Limited schedule was planned for such a time line once the installation commenced. A time lapse between the installation of the base spine and the console top is intended to allow the electrical servicemen efficient access.

Please review the following documents:

- 1) Last schedule received July 98, showing the three week installation window.
- 2) Ambassador Construction's instructions showing 5 complexes of 43 desks dated January 12/99 and Nova-Link's five position commitment for January 15/99.
- 3) Nova-Link's response of January 12/99 to Ambassador Construction .
- 4) Nova-Link's request to Ambassador Construction for cooperation January 13/99

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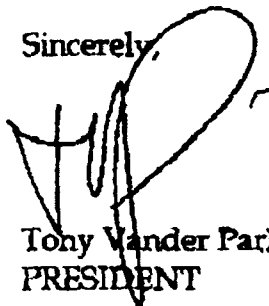
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Nova-Link Limited's initial phase of installation was commenced as requested by Ambassador Construction, January 6/99 even though the carpet layers were obstructing our process. We did not raise any complaints. Our intent as always is to completely meet the expectations for the customer.

Can you supply Nova-Link with a date which is the start up date for the room as this will help us target any straggling miscellaneous items.

Thank you again for your understanding and if you have any questions please contact me.

Sincerely,



Tony Vander Park
PRESIDENT

TVP/lr

copy: Glen Pymonto/City of New York
Martin Schiender/Ambassador Construction

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