

**From:** Executive Director  
**Sent:** Thursday, February 10, 2011 4:30 PM  
**To:** +All HQ Employees  
**Subject:** Building Update - February 10, 2011

As we are now nearing the end of the floor-by-floor remediation of the Board of Equalization Headquarters building I would like to take this opportunity to update you on the continuing work and thank you for your positive response.

Floor-by-floor remediation. The 5<sup>th</sup> floor is currently under remediation and is scheduled to be completed by the end of February. Fifth floor employees, currently located on the 11<sup>th</sup> floor, are scheduled to return to the 5<sup>th</sup> floor at the beginning of March. The Department of General Services is also scheduled to paint and replace the carpet in the Cafeteria and Mail Services Center on the first floor. DGS estimates that this work will be completed toward the end of March 2011. Total completion of the floor-by-floor remediation work is anticipated to be in April 2011. It has been a long process to complete the work on each floor of the building and I really appreciate your patience and continued dedication.

Elevator modernization. The BOE Headquarters elevator modernization project is ongoing and on schedule. DGS is upgrading various mechanical systems in the building and estimates this project will be completed in October 2011. DGS and the contractor, Thyssen Krupp, have completed the majority of modernization for the main elevators. After the main elevator modernization is completed, the freight and garage elevators will also be modernized.

In addition, the BOE Headquarters building has been selected to receive federal American Recovery and Reinvestment Act (ARRA) funds for the purpose of energy saving measures and building infrastructure.

Mechanical system project. The chilled water valve replacement project is being funded through this effort and has been scheduled from February 13 – 20 to coincide with next week's cooler weather forecast. During this time chilled water is not anticipated to be needed in order to cool the building. Cooling will be maintained for the BOE Server room located on the 5<sup>th</sup> floor throughout the duration of the project.

While the project is underway, DGS will closely monitor the building temperature to assure adequate cooling will be provided. The chilled water valves are located on the Mezzanine floor and will not affect BOE office areas or workspaces. This project, anticipated to be completed by Sunday, February 20, offers multiple energy saving measures.

Thank you again for your cooperation and understanding during this lengthy process.