

From: Executive Director
Sent: Friday, July 03, 2009 4:13 PM
To: +All HQ Employees
Subject: Building Update - July 3, 2009

DGS and its consultants will not be working this weekend, July 3–5, 2009, on the elevator shaft remediation at the 450 N Street headquarters building due to the July 4th holiday. Therefore, if employees are scheduled to work overtime this weekend they may use the main elevators. Work is scheduled to resume on the elevator shafts next Friday, July 10, 2009 at 5:00 p.m. Beginning July 10 at 5:00 p.m. through 6:00 a.m. Monday, July 13, 2009, employees working overtime will need to use the freight elevator or the stairs.