

From: Executive Director
Sent: Monday, July 07, 2008 12:16 PM
To: +All HQ Employees
Subject: Building Update - July 7, 2008

I would like to take this opportunity to update you on the continuing remediation/construction progress here at our 450 N Street headquarters building.

Remediation of the 22nd, 23rd and 24th floors continues. DGS is also taking the opportunity while these floors are unoccupied to replace current lighting with more energy efficient light tubes and to replace perforated window blinds with solid blinds. This work is consistent with the energy efficient projects that will occur throughout the entire building beginning in the coming weeks. Details of this project and schedules for work will be posted on eBOE as they become available.

The Heating Ventilation and Air Conditioning (HVAC) flex hoses will also be replaced by DGS on the top three floors prior to reoccupation.

DGS estimates work will be completed on the top three floors by mid-September. Prior to reoccupation of the floors, Hygiene Tech, our contracted Certified Industrial Hygienist, will be performing re-occupancy testing. Results of these tests will be shared with employees prior to relocating employees on these floors.

DGS and their consultants, with the concurrence of our hygienist, have closed off some of the break rooms in the building. Some break rooms, while remaining open for use, have had the water turned off by DGS and the cabinets under the sinks sealed pending further investigation or remediation. DGS has said they will provide a schedule for break room repairs by mid-July. I apologize for any inconvenience closure of all or part of these break rooms may have caused you.

One area DGS plans to remediate beginning the week of July 19th is the security guard kiosk area on the first floor. This will require a hard-wall containment be built around the guard station. While this project will be highly visible to employees as they enter the building, DGS reports employees will have full access through the entrance doors to the secured areas of the building. DGS projects it will take five or six weeks to complete this project. As always, employee health and safety remains my highest concern. Please know that the DGS consultant continues to provide appropriate protocols for these projects and Hygiene Tech monitors DGS work as it continues.

The forensic architect firm Lecroix-Davis has contracted with DGS to perform an assessment of the building. The initial investigation will focus on identifying historical water intrusion and determining the source and impact to the building. DGS says a draft report is expected by late September. Over time, DGS' consultant will look at the lifespan of the building, review the mechanical systems and conduct a failure risk assessment. Any final reports we receive will be made available to you.

Please look at the Building Assessment webpage for information regarding floors of interest. A floor-by-floor matrix reflects all Indoor Air Quality reports as well as other reports as they are received.

Again, I thank you for your cooperation.