

From: Executive Director
Sent: Tuesday, October 14, 2008 3:40 PM
To: +All HQ Employees
Subject: Building Update - October 14, 2008

There is still construction occurring in our headquarters building, some of it I am sure you have noticed.

Here is a status of the work on the top three floors, according to DGS. They advise that: work on the 24th floor is complete, the 23rd floor is about 90 percent complete, and the 22nd floor is undergoing extensive work related to fireproofing in the plenum. DGS and their contractors are working with the Fire Marshall on the 22nd floor effort. While the existing fireproofing materials are being scraped off and replacement materials applied, no staff access is allowed to the 22nd floor. ***Your cooperation is mandatory.*** Only appropriate construction contractors are allowed in the area during this work. A report outlining mitigation efforts in the 22nd floor plenum is located on the [Building Assessment Floor-by-Floor Matrix Webpage.](#)

DGS also advises that break rooms 1905, 1009, 320, and 707 are in various stages of repair or inspection and that the containment surrounding the first floor security console has been removed, but work on the area is ongoing.

As noted earlier, LaCroix Davis, on contract to DGS, discovered suspect fungal growth in the elevator shafts during their recent inspection. I have written DGS asking for a plan to address the elevator shafts on two separate occasions. I have not yet received a plan, but intend to pass it along to you once it arrives.

I thank you, once again, for your continued cooperation during this disruptive time.