

From: Executive Director
Sent: Friday, October 16, 2009 4:41 PM
To: +All HQ Employees
Subject: Building Update - October 16, 2009

The storm earlier this week resulted in numerous leaks on Floors 19, 11, 10, 8 and 2, all along the south side of the building. BOE employees promptly reported the water intrusion events through the Report a Leak button on the Building Assessment webpage so the areas could be immediately inspected and addressed.

DGS' consultant, LaCroix Davis (LCD) has conducted moisture meter tests on the walls in and around the areas where leaks were observed and are now recommending the floor/wall dryers be used to expedite the drying of walls on the following locations:

2 nd floor	S/E area room 210
8 th floor	S/E corner at cubicle 69 column J18
10 th floor	S/E corner at cubicle 6
11 th floor	S/E corner at cubicle 140 and on the south wall at cubicles 4, 11, 34, and 46

LCD's drying plan does not require the removal of any base or wall boards and will be performed after hours and over the weekend, with planned removal of the dryers by 6:00 a.m. Monday, October 19th. Hygiene Tech (HTI) has reviewed the drying plan and concurs with LCD's recommendation. HTI will conduct their standard testing during and after the drying procedure to ensure these work areas are acceptable for BOE employee's use.

The area around the reported leak on the 19th floor was inspected and contained.

Thank you to all those who took the time to report the water intrusion. I want to encourage BOE headquarters employees to continue to watch for future water events and report them appropriately so they can be addressed as quickly as possible. Your help is invaluable.