

From: Deputy Director, Admin

Sent: Monday, January 26, 2015 2:12 PM

To: +All HQ Employees

Subject: Building Update - 450 N Street Building Leak - 2nd Floor

BUILDING UPDATE – 450 N Street Building Leak - 2nd Floor

At approximately 4:20 p.m. on Saturday January 24, 2015, the Board of Equalization (BOE) Headquarters (HQ) building at 450 N street experienced a water leak in the southwest portion of the 2nd floor near column L 23.

According to the Department of General Services (DGS), the source of the leak was a flex hose line, which failed. The leak caused two ceiling tiles to fall and spilled water from the flex hose line, directly impacting two cubicles below. Carpet was also wet and impacted in several adjoining cubicles. That evening, DGS began cleaning the impacted cubicles and carpet areas, and removed all impacted ceiling tiles, carpet, cleaned the impacted cubes and floor area, and installed fans to facilitate the drying process of all impacted areas.

BOE's industrial hygiene consultant, Hygiene Technologies International Inc. (HTI), also responded to this building leak and monitored all work performed by DGS.

DGS returned Sunday and installed new carpet in the impacted areas. All affected areas were returned to use Sunday evening.

We apologize for any inconvenience this may cause. Thank you for your patience and understanding.

Edna B Murphy, MBA
Deputy Director, Administration Department
Board of Equalization