

**From:** Deputy Director, Admin  
**Sent:** Friday, October 30, 2015 2:53 PM  
**To:** +All HQ Employees  
**Subject:** Building Update: 450 N Street Building Leak - 3rd and 2nd Floors

### **BUILDING UPDATE – 450 N Street Building Leak – 3rd and 2nd Floors**

On Tuesday October 27, 2015, at approximately 7:00 a.m., water was discovered in the 3rd floor hallway near the east stairwell and Storage Room 302, as well as in a cubicle on the 2nd floor near the east stairwell of the Board of Equalization (BOE) Headquarters (HQ) building at 450 N Street.

The Department of General Services (DGS) determined the source of the leak was a crack in a drain pipe located on the southeast side of the building on the 3rd floor. The leak originated from Break Room 415 and the sink allowed water to flood the floors below.

No visible mold growth was observed in the areas impacted by the leak. The materials impacted by the leak were six (6) carpet tiles in the 3rd floor hallway, three (3) boxes in Storage Room 302 in which files were wet, and a portion of the sheetrock walls in the 3rd floor hallway, near the east stairwell and Storage Room 302. Two (2) ceiling tiles were impacted on the 2nd floor.

DGS replaced the damaged pipe within 1 hour of the leak and the ceiling tiles on the 2nd floor within 2 hours of the leak.

Tuesday evening, DGS removed the impacted sheetrock walls in the 3rd floor hallway and Storage Room 302.

DGS estimates the sheetrock walls in the 3rd floor hallway near the east stairwell and Storage Room 302 will be installed early next week and all remaining painting and finish work completed by that time as well. All work will be performed after hours.

BOE's industrial hygiene consultant, Hygiene Technologies International Inc. (HTI), monitored all work performed by DGS and will continue to do so for the affected areas.

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