

JE Punch List – October 12, 2012

1. Clean Up - make as many barge runs as necessary

2. Equipment and Vehicles

- Sell equipment
- No machinery off the island unless approved
- New seats for gators, progators, beach cleaner – installed on equipment - COMPLETE
- Red Polaris Bike - Power Steering Module for ordered due NM – incorrect part arrived – LV sourcing in FL
- Beach cleaner –de-rust it, clean it – 95% complete
- Lull – non-operational – mechanic removed broken part, examined for what parts are needed – Brice to advise whether to replace the broken part or purchase a complete new boom

3. Computers/Phones

- Beach office –Internet, phone, Time Clock operational

4. Five Palms

- Furniture – outside furniture in place – Karen to tied down cushions to resolved wind issues - COMPLETE
- Picture frame – measurements forwarded to Sarah - 86 x 70
- Mirrored siding – will continue to reglue – possible mural work
- Fiber work/Phone – COMPLETE – “fiber secure box” inside 5 Palms - COMPLETE
- Piano re-tuning – Patrick Baron 10/20

5. Grotto

- Mattress cover – JE approved buying fabric – fabric on site

6. Berm/Top of Hill

- Hydroseed outside – in progress
- Reseed **all** of the top of hill, little seems to be growing – Peter – in progress

7. Triangle

- **Must design triangle – awaiting JE direction**
- Need to review new palm installation – heli approach with Larry

8. Flagpole Pool Cabana

- Furniture – desk from Paris – JE to select a fabric for seats on site – Sue
- Clock – unit rusted – have ordered 2 new units - 1 for backup
- Yellow exercise pole – COMPLETE
- Auto-closer on toilet door – carpenter on site 10/15
- Hanging of paintings from PB – COMPLETE
- Add some lights to the parking area near steps – still dark – COMPLETE

9. Floating Dock

- Jet ski bumpers – complete – reviewing whether this type resolves the issues with the jet skis
- Table/Dock Box - Dock box top investigate possible “rubber material” other possible solution

- Dock boxes – struts should all be replaced – they are all backward – will add to carpentry list
- “Walk the plank” option – review material on this & floating dock – “rubberized material”

10. Chillax Room

- Requires furniture piece for electrical/media equipment, reviewing pieces that are stored in PBI, which do not work, Sarah to review other options

11. Chillax Bathroom

- require blue rugs for bathroom & vanity area – Sarah

12. Mechanical Building Transformer – on site –Danny to receive bid for removal and installation 10/15

13. Boats

- Lady G – sell – in hurricane storage – offer \$60K via JE, Rich to negotiate pricing
- Lady K – sold 10/12 – Road Town Ferries (Tortola) \$105K
- Big N – repair – at AYH dock – Bob Kassner submitted invoice 10/12 for deposit to start – will start mobilizing 10/15
- Inside cleaning – COMPLETE

- Doors/windows – COMPLETE
- cylinders/boxes – on LSJ 10/12
- 14. AC - Set all air conditioning to 80 degrees EXCEPT gym, guest rooms, and storage areas – they remain at 85 degrees
- 15. Transient Surge Protection – EDA on STT 10/13
- 16. Landscaping – Peter's List
 - High road trees
 - High road waterfall – details required
 - Line all roads with stones
 - Pop's Garden – need deer protection – per JE, fence or electric fence - Danny
 - Shade cloth – on LSJ – Peter installed one for JE review – per JE “too high” – Peter making adjustments for JE review
 - Clean mess, cut grass; trim all vines, acacia – owner's drive, blue beach, gym – work in progress
 - Peter to clean the sides of the road – work in progress
 - Black Heli Under Pads – install at top of bike path at MC – 1,206 sq. ft - sourced at American Export
 - Review growth of sea grape - engineering area
 - Hydroseed all pull box areas & engineering
 - PR Coconut Palms – planted at main entrance, blue beach (5), berm, Five Palms, MBR – COMPLETE
 - Take down the ropes at the end of the month on the trees
- 17. Roads
 - General re-grading of roads – ongoing – Peter
 - Betterroads quotes from triangle to crest of road above gym – Asphalt - \$71,5000, Concrete - \$103,600. Brice to review details with Better Roads – week of 10/1
- 18. Library
 - AC quote forwarded to Rich Barnett, who had design concerns, awaiting reply from vendor
- 19. New Employee Bathrooms
- 20. Gym
 - New punching bag – installation of the speed bag on hold 9/22 - per JE until visit
 - New front & back doors installation – carpenter on site 10/15
 - Replace battery in thermostat in gym - COMPLETE
- 21. Beach Office
 - complete electrical overall required
 - waterproofing/sealing/painting/replace rotten wood required
- 22. LSJ Mooring – Darren forwarded to Army Corp for final approval – awaiting response
- 23. Hangar
 - Fuel Containment Pad – draft approved, drainage incorporated –architect returned plans for review, questions/comments 10/11 - has a few notes and construction details yet to add - will be adding a manual valve-controlled drain pipe from the sump trench to outfall down the slope from the pad – architect will send updated plans once the pipe is added – to submit to DPNR for permitting
- 24. Steel shed – Buck Steel sent out drawings to STT via UPS on 10/12
- 25. Equipment to be Purchased
 - (1) Light generator, (2) arms with lights to be hard wired - quote received from American Export - \$19,516.74
 - (1) Skid steer on site – require forks, ordered 10/2 – American Export – awaiting delivery to Tropical
 - (1) John Deere box and blade – Brice has recommended JD 5101E AWD – loader, scraper, digger, 100hp, enclosed cab
 - (1) man-lift
 - (2) Golf cars – 2 seater – Golf Car Depot – wire sent 10/12 – delivery to Tropical estimated by 10/17
 - (1) dump truck – 2012 Ford F450 – EDA on STT 10/16
 - (1) mini excavator – quote received from American Export - \$38,900
 - (1) Jet Ski trailer – purchased – Island Marine Outfitters – on LSJ 10/12
- 26. LSJ Mats – for all locations – ordered 9/22
- 27. Engineering – start emptying/relocating items in remaining 20 foot containers – 2 emptied and leaving LSJ on 10/18
- 28. Stone Walls – Repair work to replace missing loose stones – Gerry & TJ – Danny to schedule them

29. Part Time Employees – focus on finding maids – Karen met with the two applicants on 10/2 – one (Mercedes) Anna to follow up in obtaining the completed application. Anna has 4 additional potential applicants - will contact them this weekend and schedule meetings to fill out applications – will forward applicants to Karen to schedule interviews
30. Heli Pad - reinstall windsock to north side of helipad - wind sock for Heli pad on LSJ is ordered and will arrive next week in Palm Beach
31. Cisterns – need to be cleaned and sealed work to begin 11/1
32. Solar - lights installation COMPLETE - JE does not like the “white light”, likes a “soft white” light – JE to review when on site
- Solar quote reviewed with Rich, submitted to JE 9/17 – now researching line loss on cable, awaiting update
33. Master Bedroom – door sliders require waxing and alignment – carpenter on site 10/15