

**ESTATE PROGRESS REPORT – November 28, 2003**  
**71<sup>st</sup> STREET**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Schedule</b>	Changes to Pinto's schedule: Mirrors are expected early Jan, not early Dec.			
<b>5<sup>th</sup> Floor</b>	<p><b>1. Front Room</b></p> <ul style="list-style-type: none"> <li>a. Front room to remain GM's office.</li> <li>b. Metal table style &amp; 2 arm chairs for GM office.</li> <li>c. Carpets to be changed.</li> <li>d. Current furniture to remain.</li> <li>e. Pinto to specify paint color for trim &amp; interior wall finish.</li> </ul> <p><b>2. Back Room</b></p> <ul style="list-style-type: none"> <li>a. Back room to eventually become children / nanny room. Pinto has been informed.</li> <li>b. Lynn &amp; Jojo are to move into the basement as soon as construction is complete.</li> <li>c. Bathroom to stay as is for the time being.</li> </ul>	<p>Pinto - Jean</p> <p>Pinto</p> <p>Pinto</p>		
<b>6<sup>th</sup> Floor</b>	<b>Round table:</b> is in the process of being restored. Expected completion by Nov 28 – delay due to miscalculation of time frame.	J Burdine	11/28	
<b>Ceiling Speakers</b>	No speaker in MBR. Speaker wire in cornices.			
<b>Dining Room</b>	<p><b>1. Table-top:</b> Brian Kelly is storing new rectangular table-top in his shop until after construction phase.</p> <p><b>2. Lighting:</b> JE approved three chandeliers instead of spotlights.</p> <p><b>3. Carpet:</b> JE approved green-striped carpet.</p> <p><b>4. Speakers:</b> on dining room ceiling.</p>	Pinto - Jean		



**ESTATE PROGRESS REPORT – November 28, 2003**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>MBath</b>	<p><b>1. MBath carpet:</b> border of original carpet to be left &amp; Jean to provide new insert. JE chose blue &amp; white carpet. Pinto has selected carpet &amp; is due to arrive in Feb 2004.</p> <p><b>2. Ceiling:</b> complete; scaffold to be removed week of Dec 1.</p> <p><b>3. Bed &amp; little table:</b> Pinto to purchase. Pinto has been informed to ensure that the bed is delivered prior to completion of the MBR walls so as to make sure the bed fits.</p> <p><b>4.</b> Skylight bars - JE advised to dispose of bars. Skylight is being mended.</p> <p><b>5.</b> Telephone unit has been changed in dressing room. JE to advise if it is working properly.</p>	<p>Pinto – Jean</p> <p>Pinto</p> <p><b>JE</b></p>		
<b>MBR</b>	<p><b>1. Windows:</b> approved to be further sound-proofed. Installation to begin after painting &amp; hoisting of scaffold &amp; carpet through windows.</p> <p><b>2.</b> Sconces are at 71<sup>st</sup> Street.</p> <p><b>3.</b> Wall paper is due end of Feb.</p> <p><b>4.</b> Painting &amp; passageway to be painted to match Bedroom. Pinto to confirm paint color.</p> <p><b>5.</b> Decorative painting in progress – completion in Dec.</p> <p><b>6.</b> Fax sent to Pinto Nov 24 inquiring when the MBR is to be installed – no response yet.</p>	<p>Doug</p> <p>Pinto</p> <p>Pinto – Jean</p> <p>Pinto</p>		
<b>Mirrors</b>	<p><b>Second floor landing:</b> Mirrors to be delivered to house Dec 8 – delayed to Jan 8. Awaiting response from Pinto re: installation.</p>	<p>Pinto</p>		
<b>Oriental Rug</b>	<p>Expected completion by Dec.</p>	<p>Costikyan</p>		

**ESTATE PROGRESS REPORT – November 28, 2003**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Technology</b>	<p><b>1. Security:</b> Surveillance Cameras (3rd Floor): wiring complete. Cameras to be installed once construction near completion. PTV camera outside building installed. Night vision camera installed &amp; tested. Installation is in progress.</p> <p><b>2. Computer:</b> Upgrade for Landis BMS – complete. Software has been loaded on new computer, new graphics installed &amp; complete. Static IP address for offsite connection installed.</p> <p><b>3. Computer Networking</b> – WIFI entire house. Complete except in areas under construction.</p> <p><b>4. MBR A/C Upgrade:</b> JE approved MBR fan &amp; cooling tower upgrade - revised total of \$87,022.66 includes electrical, ABB Drive, &amp; engineering fees (with design plans for chiller). Awaiting cost for adding a separate control panel for Landis to hook system up to BMS – proposal expected by Nov 18 – delayed.</p>			Complete
<b>Terrace</b>	Jean to come up with new suggestion.	Pinto - Jean		
<b>Bio Gear</b>	2 medium, 1 large biosuits ordered. 1L at 65 <sup>th</sup> St, to be sent to 71 <sup>st</sup> St. The 2M are backordered until Jan 21. Steve Joslin, who ordered the suits, not able as of Nov 21 to source other suppliers for earlier delivery.	Dupont	delay	
<b>Blackout Update</b>	Since the Black Out the following Emergency Systems have been checked or tested to assure proper operation in the event of a power failure. The following list contains the results of these tests.			



**ESTATE PROGRESS REPORT – November 28, 2003**  
**457 MADISON**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Office Dividers</b>	Estimate & floor plan without new desks is in. Estimate & plan with new desks expected by Nov 12 – delayed due to H Miller accommodating changes & awaiting window tint selection. JE to advise on window samples which were taken to LSJ on Nov 21 trip.	H Miller / <b>JE</b>		
<b>Office Computers</b>	<p><b>1.</b> Upgrade / change computers, new programs.  Approved: 20 computers to be re-vamped.</p> <p><b>a.</b> LSJ &amp; Z computers ordered &amp; expected by Nov 21 – not arrived yet.</p> <p><b>b.</b> 6 new computers – not ordered yet because these are not needed to run Project. To be ordered when the server is up &amp; running.</p> <p><b>c.</b> 10 computers remaining to be upgraded as needed.  JE to advise fate of replaced computers: Should they go to 301?</p> <p><b>2.</b> Approved Microsoft Project &amp; hardware upgrades. Solomon accounting system was rejected.</p> <p><b>a.</b> Marc is assembling an on-line training book to familiarize project managers with the new system by Dec 5. Training will take 2 days &amp; Marc suggests for trainer to go to NY &amp; LSJ. JE to advise if Sally &amp; Michael are to be trained &amp; if [REDACTED] are to go to NY or to LSJ.</p> <p><b>b.</b> New servers are being installed on Dec 1.</p>	<p><b>JE</b></p> <p>Marc / Eric</p> <p><b>JE</b></p>		
<b>Conference Room</b>	<p>Jeff Schantz's room to be turned into a conference room.</p> <p><b>1.</b> 8 Lucite chairs have been ordered – expected by Dec 12.</p> <p><b>2.</b> Rich to order collapsible table Nov 26. GM to have table covered with cloth.</p>	Kartell Rich / <b>GM</b>	12/12	

**ESTATE PROGRESS REPORT – November 28, 2003**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
	3. Cabinets to be removed from room by Dec 12.	██████		
<b>Blackberry's</b>	GM recommends that all key personnel, ██████ Larry V, Larry M, Dave Rodgers have Blackberry's – email, phone, sms paging system that operates worldwide. JE to advise.	<b>JE</b>		
<b>Reminder</b>	JE to decide on office closures for the Holidays.	<b>JE</b>		

**ESTATE PROGRESS REPORT – November 28, 2003**  
**PALM BEACH**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Renovations</b>	<p>1. Doug, Pascal, &amp; Marsh met in PB. Doug to interview 4 construction company candidates on Dec 1 in PB. Construction to commence in Feb 2004 as planned.</p> <p>2. Doug has received the plans for enlarging the breakfast room from Pascal. Pascal told Project Solutions to contact Boffi kitchens to design kitchen in PB.</p> <p>3. JE is considering putting up wooden shutters with in the house.</p> <p>4. FYI: No proposals have been put forth for the Cabana. Pascal says he did not know JE wanted to renovate the Cabana. JE to advise how to proceed.</p> <p>5. JE to advise if a house is to be rented in PB. If so, JE to advise how to proceed.</p>	<p>Doug</p> <p><b>JE</b></p> <p><b>JE</b></p>		
<b>Air Conditioning</b>	<p>Approved - Cassidy proposal to remove pink room from main house unit &amp; put on a separate unit so that each guest room has their own unit. To be done during construction phase. Cassidy has replaced the air ventilator grills in MBR to reduce excess noise.</p>	Cassidy		Complete
<b>Painting Dock</b>	<p>Approved - Dock has been sanded &amp; varnished on Nov 21, dry by Nov 23.</p>			Complete JE to view

**ESTATE PROGRESS REPORT – November 28, 2003**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>1999 Merc S600</b>	S600 mechanical work is complete. Currently being worked on cosmetically (dent removal & repainting) - expected completion by Nov 24 – delayed to Nov 26.		11/24	11/26
<b>1997 Merc</b>	Stereo was malfunctioning & was replaced Nov 25. C.D. unit to be replaced as well since this unit is not compatible with the new stereo – to be done week of Dec 1.			
<b>Red Jeep</b>	Jeep is in shop for repairs – expected completion by Dec 5.		12/5	
<b>Landscaping</b>	Approved - Stopek has planted aromatic flowers (hedychium) by the pink gate.			Complete JE to view
<b>Outside Table</b>	Section of frosted table top is eroded – replacement panel has been ordered from Italy & is due in PB by Dec 12.		12/12	

**ESTATE PROGRESS REPORT – November 28, 2003**

**PARIS**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>JE office</b>	Horseshoe table /Ash tray is still expected in December.	Pinto - Jean		
<b>Kitchen</b>	A/C to be fixed in conjunction with construction. Work has commenced - 3 weeks to completion.	Pinto	12/16	
<b>Living Room</b>	Separation to be added to round end of living room & new section to be converted into MBR sitting room. Jean met with cabinet maker & decided on custom made light Italian metal covered in fabric. FYI: it will take 6 months to make.	Pinto – Jean		
<b>Shower Pump Pressure</b>	3 valves & 3 shower heads have been installed & according to Valsdon, there is a “positive improvement.”			Complete

**ESTATE PROGRESS REPORT – November 28, 2003**  
**PARIS - NEW APARTMENT**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Construction</b>	Demolition has commenced. Expected completion in April 2004. Original plumber retained. Updated schedule expected by Dec 5 – Serge said there will be delay in construction due to JE's adjustments for the bathroom.	Pinto - Jean		
<b>Gym Room</b>	JE discussed with Pinto on site & decided on wall sconces & double doors.	Pinto - Jean		
<b>Bath</b>	JE agreed to new plan for Bath: more cabinets & drawers & a decorative paint scheme on screen.			

**ESTATE PROGRESS REPORT – November 28, 2003**  
**PLANES**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>727 Boeing</b>	<ol style="list-style-type: none"> <li>1. Larry M awaiting fabric selection for office chair. JE to advise.</li> <li>2. Shower water heater &amp; control has removed &amp; is being repaired To be reinstalled while stripe change is being made week on Dec 1.</li> <li>3. JE requested painted stripe on the exterior to be modified – to be done (except for full length stripe) week of Dec 1 in PB in conjunction with shower reassembly &amp; other minor maintenance tasks – approx 3 day down.               <ol style="list-style-type: none"> <li>a. The top 1/4" beige to become a 1/2" red touching the top blue stripe full length.</li> <li>b. The blue stripes to be lengthened at the leading edge by 1/2".</li> <li>c. The white stripes to become red.</li> <li>d. Changes to fuselage stripe will be duplicated on the tail.</li> </ol> </li> </ol>	<b>JE</b>		
<b>Bell Helicopter</b>	<ol style="list-style-type: none"> <li>1. Larry V is confirmed for Bell maintenance course Dec 1-12.</li> <li>2. Larry V needs Pilot training for helicopter no later than end of Jan. Larry to advise re: dates during his maint course training.</li> <li>3. Recurrent training: Gary &amp; Maria have completed course. Nicholas is scheduled for Dec 8-9.</li> <li>4.               <ol style="list-style-type: none"> <li>a. Nicholas will be off island Dec 5-9 &amp; Dec 26 – Jan 3.</li> <li>b. Maria will be available Dec 1 – 26.</li> <li>c. Gary will be available Dec 1 – 30.</li> </ol> </li> </ol>	Larry		

**ESTATE PROGRESS REPORT – November 28, 2003**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Gulfstream</b>	No. 2 GIB engine has been installed. JE advised for Gulfstream to be picked up after Thanksgiving.			

**ESTATE PROGRESS REPORT – November 28, 2003**  
**STAFF**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Rick Harrington</b>	JE to advise if there is any further action to be taken?	<b>JE</b>		
<b>Personal Requests</b>	Nicholas would like to use the Dive Boat that is for sale from Dec 26 – Jan 3 to take his family to Anagada for New Year's. GM recommends no. JE to advise.	<b>JE</b>		
<b>Vacation Requests</b>	Cecilia requests holiday Dec 23 – Dec 29. FYI: On Oct 21 Jeff Schantz had approved [REDACTED] request for holiday Dec 22 – Jan 2. JE to advise.	<b>JE</b>		

**ESTATE PROGRESS REPORT – November 28, 2003**  
**MISCELLANEOUS**

<b>LOCATION</b>	<b>COMMENT</b>	<b>NEXT ACTION BY</b>	<b>DATE BY</b>	<b>REVISED DATE</b>
<b>Directories</b>	Personalized directories for the houses have been completed. JE has revised sample metal binder. JE to confirm approval. 4 weeks to completion.	<b>JE</b>		
<b>NetJets / Flight Options</b>	As of Nov 24, Kocher & other parties are still working on this matter.	Kocher		
<b>Suburban</b>	2004 Suburban for NY has been ordered. Expected by Dec 1.		12/1	