

From: Steve's Personal Gmail <[REDACTED]>
To: Jeffrey / e / Epstein <jeevacation@gmail.com>
Subject: Fwd: 301 East 66th Street Furniture bid and Procurement
Date: Wed, 08 Jan 2014 23:51:55 +0000

This is that cover letter to the furniture doc I handed you today

Sent from my iPad

Begin forwarded message:

From: [REDACTED] <[REDACTED]>
Date: January 7, 2014 at 9:21:38 AM EST
To: "[REDACTED]" <[REDACTED]>, "[REDACTED]" <[REDACTED]>, "[REDACTED]" <[REDACTED]>
Subject: 301 East 66th Street Furniture bid and Procurement

Team,

I sent the latest and revised furniture package to you yesterday and wanted to explain in great detail so all were completely clear about what is in this contract and what services will be provided.

The PMG contract has each and every furniture items selected per apartment quoted and listed in the spread sheet. This is what we call procurement. PMG is charging 8,500\$ for this procurement service which breaks down to 850\$ per apartment. This fee includes and is not limited to: calling, getting pricing, coordinating any fabric, customs, delivery, getting quotes and following up, checking status of delivery, coordinating any issues samples for approval, coordinating payment and terms and addressing any issues with manufacturer throughout the process. This initial process takes about two / three weeks and continues until the products are delivered to each apartment. Much like in a hotel project the goods are brought to the warehouse facility and then coded per room for delivery, this too is taken care of by PMG's Procurement fee.

Just to break down costs:

The total cost for the furniture for the 10 apartments is \$323,149.89

Additional fees associated with this project:

1. Procurement: which is described above and I have negotiated the price down from 16k to 8,500. This is a good deal for the amount of work involved.
2. Warehouse: 15,500\$ This cost includes the receipt of the goods to the warehouse, storage during the phasing of the project, delivery to the site once the construction has been complete, installation and trash removal.
3. Estimated Freight: at 12% which is a standard % to use on freight at \$ 38,77.99. This is always a number that I carry in our budgets daily and this is 12% of the total cost for the 10 apartments.
4. Sales Tax: at 8.88% which is NY State which is inevitable.

I hope this helps clear up any and all questions about this quote and that we can get a sign off and a check cut to PMG so that we can get rolling with these apartments looking great.

Please let me know if there are any further concerns.

Best,
Tara