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**Cc:** Richard Kahn <[REDACTED]>  
**Subject:** Library Floor  
**Date:** Fri, 29 Mar 2019 01:34:13 +0000

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Sir,

I spoke with Luis. He believes the the two men here have done all they can with the materials and tools they have at this time. They are missing a critical piece of equipment here - a two-speed buffer. We attempted to find them one locally. The closest we could come was renting two buffers - one high speed and one low speed. They also tried using a handheld buffer. They have waxed the floors multiple times. These tools are not producing the shine you desire.

Would you consider any of the following options?

Option A:

We rent a 2-speed buffer through Allied from Puerto Rico and attempt it ourselves in 2 weeks when the buffer arrives.

Option B:

We ask them to send their own buffer and bring Andrew back down in a few weeks when it arrives.

Option C:

Buy a 2-speed buffer, have Andrew come back down when it arrives and teach someone here how to use it so we can use it regularly. Over years of waxing, higher sheen can be achieved.

Option D:

Strip, sand down, and start entirely over with the floor, color and all. Stain/treat and poly to the desired color, then polyurethane. This will require a shipment of materials through Tropical as they do not have what they need here to do this job at this time. They will come back when the shipment arrives.

If you would consider any of the above options or would suggest an alternative of your choice, I'll be happy to convey your desire to Luis.

Stephanie Remington  
LSJE, LLC