

9 East 71st To Do & To Buy List

06/08/10

6th floor

- Movie room – replace fluorescent bulbs behind glass pane wall.
- Purchase window shades for three windows in fan motor room facing courtyard and three French doors in movie room.
- Terrace – replace picture of clouds on terrace wall.
- Pressure wash terrace pavers Purchase planters and flowers.
- Purchase & replace movie room black out shades
- Complete local law 11 limestone repairs above terrace on chimney's

5th Floor –

- Hallway needs to be repainted and guest rooms
- Purchase refrigerator and dishwasher for kitchen area back guest rooms.
- Remove throw out all garbage old storage items from all closets.
- Purchase window shades for rear bedrooms and front office windows & bathroom window's

4th Floor –

- Yoga room– sand and refinish wood floor screen and seal.
- Gym area needs pictures on walls.
- Purchase new heavy punching bag.
- Plaid room/English room –, repair stretch fabric (pulling off of walls)
- Plaid room bedroom area – also wall fabric by light switch is discolored and top trim bottom trim on all walls need repair glue coming through fabric.
- Elephant room – replace white carpeting, carpeting is worn and discolored around all base board areas.

3rd Floor –

- Repair all scratched and damaged French woodwork in entrance corridor and bedroom stairwell.
- Clean polish all black marble on sink vanities master bathroom and steam & shower room in message area.
- Purchase HD flat screen TV for sitting room or Bathroom area.
- Purchase all new toilet supply's for JE
- Purchase new window shades in dressing room areas due to discoloration and damage to existing shades.

- Replace two shorted out spotlight fixtures one in pantry one outside J.E. robe closet.
- Repair lutron system in master bathroom 4th floor hallway & 2nd fl.

2nd Floor –

- Move Steinway piano and desk and furniture with decorator in library and living room.
- Replace living room curtains returned from France order two more light shades from pinto for living room candle fixture.
- Hidden office behind library - is this room becoming a television room as J.E. discussed or is it going to be an office again?

1st Floor –

- 1st floor security office – repaint walls in main office area, repaint bathroom and kitchen.
- Replace security cameras rear of house not night vision three cameras needed.
- Replace entrance spotlights with proper fixtures for silk/screen oriental paintings
- Lounge area – stretch fabric on wall, removed plaster and paint.
- Lounge area security room purchase new furniture.
- Oval office is there a design concept? Is this room going to be totally renovated?
- Entrance stairs – replace antique carpeting which is worn and damaged, changed lighting scheme.
- Pantry corridor and kitchen area – replace vinyl wood floor.
- Repaint kitchen and pantry corridor.
- Dining room – has a design concept and picked, is the room going to be totally renovated and if not do we change the carpet and curtains.
- Purchase counter top for security room control desk.

Cellar Area –

- Laundry room – Repaint touch up walls , doors, and trim. Strip and wax floor and clean and organize cabinets.
- Lynn and Jojo’s apartment – kitchen area install proper exhaust fan above stove to vent out food odors, also clean and paint kitchen area living room.
- Catering kitchen – repaint entire room, clean all stainless steel. Repair Thraulsen freezer, Refrigerator. Organize and clean small pantry area by service elevator.
- Entrance to basement from front of house needs to be repainted, plastered, steel steps need to be wire brushed and cleaned, garden hose organizer needs to be installed, vinyl floor on bottom landing and cove base needs to be replaced.

- Remove all of GM,s Madison avenue office and 727 plane storage items, furniture ,windows ,all storage from catering kitchen area to put kitchen back in service.
- Sell or throw out old art in the art storage room that will never be used.
- Clean and throw out all old material left behind from construction that has not been used in the last five years.

Mechanical – Building Repairs & Equipment

- **Purchase** high pressure Gas pressure washer for outside street and yard area and roof cleaning.
- Trim or prune four outside trees in front of house of dead and over grown branches.
- Repair or replace steam bypass valve AC- 2
- Get proposal for SCU – upgrade Landis/Siemens
- Finish painting cooling tower steel on roof have AD Winston install new bearings on outboard side of cooling tower.
- Purchase Heating pump microcontroller or contactor panel for heating pump #6.
- Conduct standpipe/ sprinkler 5 year test and new color coding certification by master suppression plumber.
- Comply with local law 11 maintenance & repairs for Limestone restoration repair west wall on 3east 71st street side and the rest of work ARC,PC lists in the inspection report.
- Cummings metro power to check oil leak on emergency generator and auto transfer switch feed to building equipment.
- Need lutron to check system for parts needed for zone repairs.
- Infrared test and tighten all electrical connections to main MCC high voltage panels.
- Purchases Norteck humidifier replacement cylinders.