

Customer Communication Forum
Wednesday May 16 2012, 10:00 am, Kiowa Conference Room
Agenda
Attendees: 27

Steve D'Antoni: Modernization Update (Green Roof, Child Care Center, E Street Waterproofing, Installation and Training for New Evacuation Chairs)

- 65% of the Green Roof will be planted by the end of May. The remainder will start in early September and should be completed by mid-October weather permitting.
- Child Care Construction is scheduled to be completed by 8/15/2012 followed by off-gassing, furniture installation and inspections. The center is scheduled to open on October 9.
- E Street Waterproofing will be completed by mid-June due to additional waterproofing scope that was added. Due to previous rain, it delayed some of the process.
- AQD has awarded the contract for the purchase of new Evacuation Chairs. Estimated delivery of the new chairs is June 21. Emergency Management is preparing a training schedule. Once finalized, the training schedule will be announced so MIB/SIB occupants can learn how to deploy and operate the new Evacuation Chairs.

Bill Brannon: Installation and Process for the New Display Case Outside of the Bison Bistro

- The display case was installed May 14, 2012. Some repair and repainting work is required and will be done the following week.
- Currently Admin Ops is trying to finalize the policy / guidelines for using the display case as well as other exhibits in the Bison Bistro area. This document should be ready for review in the next week or so.
- Once all of the above is completed, we will allow Bureaus/Offices to reserve the case for displaying items by contacting Evelyn Bonilla at 202-208-2222.

Ken Tunney: E Street Railing Update

- The E Street railing contractor has started the process for fabricating bronze parts.
- Contractors cannot start on-site work until waterproofing is completed in the area which should be mid-June.

Rick Farr: MIB Office Space Update (ONRR, OHTA, PAM, CADR from 1801 Penn Avenue)

- The first Phase of the 1801 move will occur May 18-19 (this is for OHTA).
- Phase two begins June 2nd and 3rd (remainder of OHTA) and phase three will begin in August (ONRR, PAM and CADR).

SHOUT OUTS!!

_ There were no shout outs this meeting