

To: Jeevacation[jeevacation@gmail.com]
From: [REDACTED]
Sent: Sun 11/21/2010 2:44:22 AM
Subject: Rich Barnett's To Do List

Jeffrey's To Do List

Date Updated: November 19, 2010

Name: Richard Barnett

9 East 71st Street

6th floor

- Movie room – Cleaned couch cushions and pillow covers need 4 movers to move couch from storage into movie room. DONE
Proposal to replace all three shades with new motorized units \$6,800.00 from Global Overhead doors. Deposit sent 2 weeks for material , Installation on Wed. August 11th Done
- Complete local law 11 limestone repairs above terrace on chimney's waiting on local 11 reports from ARC.PC. For a complete list of restoration work. Gave Darren Report & proposal.

5th Floor –

- Hallway needs to be repainted and guest rooms
 - Purchase refrigerator and dishwasher for kitchen area back guest rooms. Done
- Purchase window shades for rear bedrooms and front office windows & bathroom window's Had a meeting with stylish windows waiting on a proposal.

4th Floor –

- Yoga room– sand and refinish wood floor screen and seal
- Purchase new heavy punching bag. on order ring side \$250.00 Done
- 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
- Purchase new window shades in dressing room areas due to discoloration and damage to existing shade
- Repair lutron system in master bathroom 4th floor hallway & 2nd fl. Contact lutron for price. Price for technician approved by Rich & Emad I will schedule technician when JE is out of residence.

2nd Floor –

- Move Steinway piano and desk and furniture with decorator in library and living room. Done
- Replace living room curtains returned from France/ sent to storage at 71st. order two more light shades from pinto for living room candle fixture. Light shades Done, Sara to call pinto. Curtains in Storage Installed solar film on windows. Done
- 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./ Get proposal.
- 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? Do we hang picture of lady with birds above couch Gross art hangers came to see installation. Done installed in dinning room.
- 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. / Get price.

Cellar Area –

- [REDACTED] apartment – kitchen area install proper exhaust fan above stove to vent out food odors, / Get price
- Catering kitchen – repaint entire room, clean all stainless steel. done Repair Thraulsen freezer, Refrigerator. parts on order work in progress. Organize and clean small pantry area by service elevator. done
- Entrance to basement from front of house needs to be repainted, plastered, steel steps need to be wire brushed and clean, 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. Done
- Clean and throw out all old material left behind from construction that has not been used in the last five years. Hire rubbish removal company 80% complete.

Mechanical – Building Repairs & Equipment

- Purchase high pressure Gas pressure washer for outside street sidewalk and yard area and roof cleaning. \$700.00 need approval.
- Trim or prune four outside trees in front of house of dead and over grown branches, Deposit sent \$1,365.00. Scheduled for August 19th. Trees fertilized pruning scheduled for next week. Done
- Repair or replace steam bypass valve AC- 2
- Get proposal for SCU – upgrade Landis/Siemens change out of control panels for all HVAC operation. / Get price meeting set for December 6th
- Finish painting cooling tower steel on roof have AD Winston install new bearings on outboard side of cooling tower. One tower replaced outboard bearing by AD Winston.
- 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./ Get price
- 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 also comply with new scope of work from ARC , PC inspection report for 2010. Waiting on report to bid out repairs. Gave Darren report & proposal for approval.
- Cummings metro power to check oil leak on emergency generator and auto transfer switch feed to building equipment check phases on emergency power supply. / get price.
- Need lutron to check system for parts needed for zone repairs. In progress.
- Infrared test and tighten all electrical connections to main MCC high voltage panels./ Get price
- Replace sprinkler alarm control panel c-Level . /Get Price
- Replace domestic water back up pressure pump and clayton PRV valve. /get price

LSJ

1. Plan trip to LSJ for mechanical inspection of all equipment. July 12th to July 15th. Booked Trip to island for July 12th to July 15th. Completed Visit.
- New office library replace defective chilled water valve have Trane corp. re program. Install Reheat coil for dehumidification. Brice has Trane working on chilled water valve and we will have Marsh and Nash design dehumidification system.
- Drain and flush chilled water system, purchase & add water treatment for pipes. Brice is getting William A Nash to do the work.
- Replace chiller checking with Trane on warranty chiller coil rotting & corrosion. Brice getting proposal.

Zorro

1. Plan trip to Zorro for mechanical inspection of all equipment. November.

Palm Beach

- 1.
- 2.