
From: jeffrey E. <jeevacation@gmail.com>
Sent: Thursday, August 2, 2018 2:15 PM
To: Richard Kahn
Subject: Re: Letter of Intent for Subs

ok

On Thu, Aug 2, 2018 at 10:14 AM, Richard Kahn [REDACTED] wrote:

please advise
thank you

Richard Kahn
HBRK Associates Inc.
575 Lexington

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tel [REDACTED]
fax [REDACTED]
cell [REDACTED]

Begin forwarded message:

From: Kyle reavis [REDACTED]

Subject: <=pan style="font-family:-webkit-system-font,Helvetica Neue,Helvetica,sans-serif">Letter of Intent for Subs

Date: August 2, 2018 at 9:36:00 =M EDT

To: [REDACTED]

Good Morning Rich,

The master list will be sent over in the next few hours, we are putting in some dates and more detail to wrap this up.=C2◆ That being said I am not sure how we have hired contractors in=the past, either a LOI or formal contract or just accepted their proposals= For this type of work I will strongly suggest using and LOI p=r project that includes the schedule, scope of work and price. If th=t is ok I will draft up a template to use going forward so we can keep con=ractors on schedule and on budget. This way when Mr Epstein wants to=do a project I will prepare the LOI, schedule, review bids, and over see t=e work.

This will help us straiten ou= all the projects and keep things very organized here along with give Mr E=stein faster construction times and less cost. Let me know what you =hink of moving forward in this direction. Thank you!

<=div>
Very Respectfully,

Kyle W Reavis
Construction Manager
[REDACTED]

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plea=e note

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JEE

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