

## Week Seven Progress Report

Friday, November 02, 2007

The equipment room (where A/C are installed) has been sealed and will serve as the return air for one of the units. This is necessary since the roof angle does not permit installing the return ducts overhead as originally planned.

Carpenters worked on the panel and trim above the new window. It does not seem to fit properly. I asked Tommy to have it worked on to improve it looks.

Excess mortar on bricks around this window must be cleaned off. Really looks bad.

Cabinets have been installed in Mr. Butler's office and a bookcase built on site. Painters will paint it when they return next week

Wall damage close to the ceiling adjacent to A/C duct is poorly patched.

Counter tops were installed this week in Mr. 'Butlers office and also the kitchen.

Finally received a fax from Associated Contractors with names, license, and poof of insurance for most of the subs.

This company either does not care, or seems incapable of responding to specific request for information that is vital to comply to the HUD contract and requirements. I am still waiting for change orders sent to them weeks ago.

Tommy has requested that I give these orders to him and he will hand deliver them to the office and return them to me. This may be to only way to get this job completed.

Painters should finish early next week. When the decision is made regarding the exterior paint colors, it will probably cost additional to have them return and complete the work.

There is still no decision regarding which floor Mr. Butler wants for his office.

Jack Stroupe

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