



## DOT Building Relocation Buenos Aires, Argentina

### Project Review Conference Call

Number 18

**Agenda for the meeting  
to be held on  
January 6<sup>th</sup>, 2011**

| <b>Participants</b>  | <b>Abbreviation</b> | <b>Representing</b>         |
|----------------------|---------------------|-----------------------------|
| Miguel A. García     | MG                  | CP&SO Operations            |
| Jorge Capella        | JC                  | CP&SO Operations            |
| Juan Lazzaro         | JL                  | CP&SO Operations            |
| Rafael Variz         | RV                  | CIS Infrastructure Services |
| Rolando Cortina      | RC                  | CIS Infrastructure Services |
| Ernesto Grojsman     | EG                  | CIS Infrastructure Services |
| Emiliano Farberoff   | EF                  | CIS Infrastructure Services |
| Karyna Rico          | KR                  | CP&SO Finance               |
| Fernando León        | FL                  | CP&SO Sourcing              |
| Fabiana Perez        | FP                  | CP&SO EHS/SCM               |
| Gordon McDowall      | GMD                 | CP&SO SCM                   |
| Beverley Valley      | BV                  | CP&SO SCM                   |
| César Sarria         | CS                  | Global Security             |
| Natalia Grau         | NG                  | CONTRACT                    |
| Maria Fernanda Pérez | MFP                 | CONTRACT                    |
| Néstor Sisto         | NS                  | CONTRACT                    |
| Alejandro Mancebo    | AM                  | CONTRACT                    |
| Sebastián Villagra   | SV                  | CONTRACT                    |
| Teresa Mederos       | TM                  | CP&SO Telecommunications    |
| Gabriel Méndez       | GM                  | CP&SO Telecommunications    |
| Jonny Rodrigues      | JR                  | CP&SO Telecommunications    |
| Elizabeth Finney     | EF                  | CP&SO Project Services      |
| Tim Truax            | TT                  | CP&SO Project Services/ EHS |
| Oscar Rieveling      | OR                  | CP&SO Project Services      |
| Guido Vignale        | GV                  | Oikos Consultora            |
| Adrián Oderiz        | AO                  | Oikos Consultora            |
| Federico Poggi       | FP                  | Oikos Consultora            |

#### Conference Call Number:

**Dial-in: 1 800-728-9607 or +1 913-904-9873**

**Brazil 0800-891-9885, Argentina 0800-800-0354**

**Mexico: 001800-514-2663, Access code: 7230651**

## Action points carried over from previous meetings

### 1. SCHEDULE

Further details, meeting minutes, pictures can be seen on CONTRACT project's website. More relevant information, such as drawings and renderings will be uploaded by the end of the week. Instructions for accessing the project website are as follows:

- 1) Access this website: [www.contract.com.ar](http://www.contract.com.ar)
- 2) Click on "Intranet Clientes"
- 3) Insert *Usuario* (user): gecorp01 and *Contraseña* (password): CXZ295
- 4) Click on "Oficinas Dot building, Vedia 3788, pisos 5º, 6º y 7º"

**Update 02 DEC 11** – The construction permit was released on 29 OCT and construction works progress, according to the plan, with focus on the 6<sup>th</sup> floor. Current works are: raised floor leveling, drywall, acoustical ceiling structure, cabling distribution. CONTRACT will initiate weekly reporting. Coordination meetings will be held on Wednesdays. An assessment will be made after 2 weeks to evaluate if there are opportunities to expedite the construction delivery.

**Update 16 DEC 11** – Drywall partitions, technical floor installation works are in progress and on schedule.

### 2. FACILITY IMPROVEMENTS BUDGET

At the moment, no budgetary concerns have been raised by the teams involved.

### 3. DESIGN

**Update 02 DEC 11** – JL suggested to check if electrical switchboards are allowed to be located in the same server room space. CONTRACT confirmed that computer rooms have 'A' classification according to local regulations and can have electrical switchboards and cabling connections (later, RC confirmed that this is also acceptable for IT, while the maintenance personnel is appropriately screened).

**Update 16 DEC 11** – JL met with CONTRACT to define A/V equipment, accessories and filing units. NG will send list with deductions and additions to the original scope for GE review.

### 4. IT

**Update 02 DEC 11** – No outstanding issues were reported. CONTRACT informed that 6 x 1 M racks were purchased and temporary energy is already in place.

**Update 16 DEC 11** – The electrical panels location inside the computer room was reviewed and considered as acceptable by IT.

### 5. TELECOMMUNICATIONS

**Update 16 DEC 11** – A contingent plan was defined in order to be prepared for an anticipated move of the people currently at Laminar, 11<sup>th</sup> floor building to DOT Building, 6<sup>th</sup> floor by the end of January, in support of the business requirement to vacate such space at Laminar. Real Estate will confirm dates and conditions with the landlord and the contingency plan will be confirmed accordingly.

### 6. SCM

BV will review preliminary layouts and will send comments this week. GMD will look for local contacts and assess importation implications in Argentina for access control equipment & CCTV.

**Update 28 OCT 11** – BV to provide update on ADT's status and layouts review (as per the integrator's request, CONTRACT sent updated CAD drawings on 31 OCT)

**Update 04 NOV 11** – Pending. As per FL, It is important to determine PO of imported equipment, as the shipping of devices takes more than 6-8 weeks in Latin American countries

**Update 11 NOV 11** – BV expects feedback from integrator in the next week and asked to be kept informed of any change to accesses on the layouts (Contract will provide a link to a project library that will make available the latest version of layouts to all the teams).

**Update 18 NOV 11** – No change

**Update 02 DEC 11** – No change

**Update 16 DEC 11** – Access control and CCTV systems will not be ready, as the supplier has not been responsive, as reported by BV. CS proposed the re-use of existing equipment and BV agreed in evaluating the possibility with ADT. CCTV seems to be possible, but not the access control system, as it will be a different platform.

**ACTION : BV, ADT**

## **7. SOURCING**

**Update 18 NOV 11** – PO for access control systems is still pending. CONTRACT to send invoices of anticipated payments required for 2011.

**Update 02 DEC 11** – Pending, no change.

**Update 16 DEC 11** – CONTRACT's invoices were sent. PO for access control systems is pending.

**ACTION: FL, ADT**

**Update 02 DEC 11** – GE sent contact info for diverse construction features to be considered as alternate supplies. The selection of equipment should take into consideration that deadlines are not affected and GE alternatives should be competitive in price, service and quality. Other brands would be acceptable if they prove to be a best choice.

**Update 16 DEC 11** – PO processes are currently frozen. Further POs will be placed after 02 JAN. CONTRACT will prepare quotations for additional accessories, for GE review and approval.

## **8. EHS**

**Update 02 DEC 11** – Oikos Consultora was selected to perform safety oversight and an introductory meeting will be held with TT.

**ACTION: JL, OR, TT (DONE)**

**Update 16 DEC 11** – TT asked OIKOS to chair weekly safety reports. Reports to include safety plan changes, compliance, training, high risk operations (hot works, scaffolding, fall protection, documentation for review). The checklist sent by OIKOS is OK for the moment and must be also sent in English. Meeting minutes will be generated by OIKOS, which will be responsible for driving documentation. The 2nd half of the weekly reviews will be dedicated to safety oversight. TT requested list of trades, subcontractors, men hours, inspection process. All findings should be reported. NG will ensure that building permits and safety signs are posted on each floor. No high risk activities are programmed at the moment. Current observations are that scaffolding is not meeting minimum clearance requirements and the use of non-slippery materials. Also, the use of protective gear must be ensured.

## **9. NEXT CONFERENCE**

Note that this project review will be held every week from now to the end of the project. The next conference call will be held on Friday, January 13<sup>th</sup>, 2012 at 11:00 AM EST.