



Marsh & McLennan Companies

MMCREs – Marsh & McLennan Companies Real Estate Services *Project Location/City, Opco - Description* Meeting Minutes

Minutes Taken by: Constanza Alarcon Company: Contract

Meeting Logistics

Meeting Date	November 09		
Meeting Time	14:00 hrs to 15:00 hrs.		
Meeting Location	Meeting Place: Call conference Meeting ID:		
Participants	Name	Company	Attendance
	Humberto Morales	MERCER	
	Mauricio Norambuena	MERCER	
	Mylko Alegria	MERCER	
	Mario Figueroa	CONTRACT	
	Pablo Perez	CONTRACT	
	Mauricio Garrido	CONTRACT	
	Constanza Alarcon	CONTRACT	

Meeting Minutes

Category	Notes	Actions	08. Schedule	Due Date
01. Client Issues	○ Mercer will give information of electrical points. ○ Mercer explains that the criteria of ublication of plugs, must not impede the circulation. Contract should make suggestions. ○ Mercer clarifies that Merck will leave some elements that wanted to rescue: 1 equipment of air (the economic alternative), 1 Rack; and will see the feasibility by giving FM 200 to a supplier in exchange for which takes it. ○ Mercer solicits to negotiate with budget of Komunika, to generate some saving in that item corresponding to electricity and wiring. ○ Evaluate current assessment roll with building and evaluate delta that would be generated with generating set of the building.(That no closed space is dark) ○ Contract need location confirmation no later than Monday. (North or South) and of points in the area of insurance.		Contract	11-Nov
			Mercer Humberto Morales	15-Nov
02. Landlord / Building				
03. Construction				



04. Design	○ Review position of assistant with signs in lay-out. ○ Delivery bathroom design. ○ Samples of vinilics floors.		Pablo Perez Pablo Perez	11-Nov 10-Nov 15-Nov
05. Furniture				
06. Technology				
07. Budget	○ Correct point 13,03 – 13,08 are 10 points. ○ 13,01 will be eliminate according to Budget, use one of the existings. ○ Eliminate point 12,08 y 12,07 ○ Review and calculate point 13,15 y 13,16 (170 puntos) ○ In point 21,06 consult to decrease channels and evaluate if a saving is generated.			
08. Schedule				
09. New Items	○ Differential by modification of carpet.		Mauricio Garrido	11-Nov



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Next Meeting

Date 11-11-10

Time 14:00-14:30 Hrs. Chile

Dial-in Information

Confirmation of Content

The above constitutes our understanding of matters discussed and conclusions reached. Please review the above and report any errors or omissions to Project Manager within ten (10) days or the above will be considered a matter of record.