



MMCRECRES – 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 12		
Meeting Time	16:00 hrs up to 17:30 hrs.		
Meeting Location	Meeting Place: Call conference Meeting ID:		
Participants	Name	Company	Attendance
	Mauricio Norambuena	MERCER	
	Mylko Alegria	MERCER	
	Mario Figueroa	CONTRACT	
	Mauricio Garrido	CONTRACT	
	Constanza Alarcon	CONTRACT	

Meeting Minutes

Category	Notes	Actions	08. Schedule	Due Date
01. Client Issues	- By mutual agreement between both sides, it's agree to realice work meeting on Wednesday at 11:30. - Is read Gantt Chart			
02. Landlord / Building				



03. Construction	○ The carpet will be installed in a linear way interleaved. ○ Are shown real size samples of carpet and vinyl samples that will go in server and kitchenette, Mercer on Monday will choose one of the three alternatives presented. ○ In server room is eliminated on of the climate equipment because it occupies water and the matrix of the building is due to move. ○ To eliminate network of sprinkles.		15-Nov	Mauricio Norambuena
04. Design				
05. Furniture				
06. Technology				



07. Budget	○ Mauricio Norambuena requests that the bathroom Doors do not recycle, but they are realised of floor to sky and needs to see the costo f this. ○ Contact must quote technical floor for servant. Contract clarifies that the technical floor that retired was of wood, this not satisfy the necessary standard. ○ It must be quote a waterproofing slab and covers all server with this product. Contract will evaluate if it is necessary to take some extra measure of one solicited by Mercer.		18-Nov	Mauricio Garrido
08. Schedule				
09. New Items				

Next Meeting

Date 17-11-10

Time 11:30-12:30 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.