



DOT Building Relocation Buenos Aires, Argentina

Project Review Conference Call

Number 14

**Agenda for the meeting
to be held on
November 18th, 2011**

Participants	Abbreviation	Representing
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
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

Conference Call Number:

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Action points carried over from previous meetings

1. SCHEDULE

The business has requested to proceed with this project on a fast-track process. The proposed schedule, subject to coordination with all teams involved.

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
- 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 01 NOV 11 – As informed by JL, the construction permit can be expected in about 10 days (to be confirmed). As soon as the permit is available, the mobilization package will be submitted for approval from the CP&SO Project Services head.

Update 04 NOV 11 – JL sent documentation to IRSA, to be submitted for the construction permit approval in the next week.

Update 11 NOV 11 – The documentation for the construction permit was sent to the municipality and a tentative start is expected on 21 NOV.

2. FACILITY IMPROVEMENTS BUDGET

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

3. DESIGN

CONTRACT is progressing with design development and requires information regarding specialties: structured cabling, access control and CCTV. Meetings with the corresponding team members will be set up to review such requirements.

TM will liaise with RC to define the equipment for the server room and consolidate the information regarding the number & size of racks.

Update 04 NOV 11 – A conference call was held on 07 NOV to identify the information needed and it will be reviewed on 11 NOV.

ACTION: IT, Telecom

4. IT

A conversation will be scheduled with RV to discuss IT requirements. RV to send list of equipment to be placed in server room, number of racks, size and other infrastructure needs in order to complete the drawings.

ACTION: OR, RV, NG (In process, as indicated in item #3. The information will be reviewed on 11 NOV)

Update 28 OCT 11 – RC informed that the delivery from CISCO is expected on time, by 24 NOV

Update 04 NOV 11 – No outstanding issues are reported. IT awaits definition of equipment installation dates.

Update 11 NOV 11 – RC will confirm electrical requirements. CCTV equipment is still to be determined and double cabling for PII has to be considered. The possibility of aligning 7 racks in the server room needs to be explored.

5. TELECOMMUNICATIONS

Update 21 OCT 11 – As per TM, the equipment is expected to be delivered on time and no outstanding issues are foreseen.

Update 28 OCT 11 – No outstanding issues were reported. TM will work with local carriers to ensure that their critical tasks are progressing according to the schedule.

Update 04 NOV 11 – No change.

6. EHS

The design review checklist and Safety Plan have been approved and recorded. Additional quotes for safety oversight, as the selected consultant backtracked from the original cost offered.

7. 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).

ACTION : BV

8. SOURCING

ADT is still pending to be contacted and support from SCM will be required. **(In process, as indicated in item #7)**

Update 04 NOV 11 – POs, advanced payments were done for leasehold improvements, furniture, carpet, chairs, PBX. Access control systems is still pending and critical to be determined.

FL noted that payment requests for 2011 invoicing should be received no later than 20 NOV, so that the payment can be guaranteed in 7 days. Future requests will be deferred to January.

Update 11 NOV 11 – No new POs have been placed and no issues are reported regarding the expected date for long lead items delivery. Access control PO is still pending. 30 NOV is the latest date in 2011 to submit invoices for payment.

9. NEXT CONFERENCE

Note that this project review will be held every week from now to the end of the project. This review will not be held on Friday, November 25th, as it will be a holiday in the U.S. The weekly call will resume on December 2nd, 2011 at 11:00 AM EST.