

From: Gina Grillo <Ginag@senecagroup.com>
Sent: Thursday, February 14, 2019 6:40 PM EST
To: Gwen Hancock <ghancock@arlingtonva.us>; Shahriar Amiri <samiri@arlingtonva.us>; Elizabeth Wells <ewells@arlingtonva.us>; Emad Elmagraby <elmagraby@arlingtonva.us>; Arlova Vonhm <avonhm@arlingtonva.us>; Paula Eubank <peubank@arlingtonva.us>; Tod Connors <tconnors@arlingtonva.us>; Essie Corbin <ecorbin@arlingtonva.us>; Marks Brewbaker <marksb@senecagroup.com>; betsy@ramcova.com <betsy@ramcova.com>; Brian Robinson <brobins@jbgsmith.com>; Jake Backover <jbackover@clunegc.com>; p.morgan@interiorarchitects.com <p.morgan@interiorarchitects.com>; Marian Danowski <m.danowski@interiorarchitects.com>; Jon.Horn@hargis.biz <Jon.Horn@hargis.biz>; Suzanne Sabatier <ssabatier@jbgsmith.com>; Brandon Taff <btaff@jbgsmith.com>
Subject: RE: Arlington County Courtesy Design Kickoff Meeting Notes - 1800 S. Bell & 241 18th Street
Attachment(s): "2019-0211_DCA14 15 County Kickoff Meeting_Meeting Notes_ Revised.pdf"

Hello All,

See attached for revised meeting notes; the revision to the one note is highlighted, per Gwen's comments below.

Please reach out if the meeting notes require further modifications.

Thanks

Gina

Gina Grillo
Development Manager
SENECA GROUP
D 206-802-0348 | M 702-217-3983
www.senecagroup.com

From: Gwen Hancock <Ghancock@arlingtonva.us>
Sent: Tuesday, February 12, 2019 5:40 AM
To: Gina Grillo <Ginag@senecagroup.com>; Shahriar Amiri <Samiri@arlingtonva.us>; Elizabeth Wells <Ewells@arlingtonva.us>; Emad Elmagraby <Eelmagraby@arlingtonva.us>; Arlova Vonhm <Avonhm@arlingtonva.us>; Paula Eubank <Peubank@arlingtonva.us>; Tod Connors <Tconnors@arlingtonva.us>; Essie Corbin <Ecorbin@arlingtonva.us>; Marks Brewbaker <marksb@senecagroup.com>; betsy@ramcova.com; Brian Robinson <brobins@jbgsmith.com>; Jake Backover <jbackover@clunegc.com>; p.morgan@interiorarchitects.com; Marian Danowski <m.danowski@interiorarchitects.com>; Jon.Horn@hargis.biz; Suzanne Sabatier <ssabatier@jbgsmith.com>
Subject: RE: Arlington County Courtesy Design Kickoff Meeting Notes - 1800 S. Bell & 241 18th Street

Gina,

Thank you for the meeting notes and project schedule. One of the items on the meeting notes should be modified:

From:
· Mechanical, Electrical, and Plumbing permit intake will all occur simultaneously with architectural intake.

TO:
· Mechanical, Electrical, and Plumbing review will all occur simultaneously with architectural intake. Permits can be obtained after building permit approval and issuance/no drawings required.

Systems Furniture:

Note: The vendor will need to submit a furniture layout for the separate permit. No review is required if they submit a copy of the layout that was approved under the building permit and noting on the application "Already Reviewed and Approved Under Building Permit #B-----".

Gwen Hancock
Customer Care Manager
Inspection Services Division (ISD)
2100 Clarendon Blvd.,
Suite 1000, 10th floor
Arlington, Va. 22201
Tel 703-228-3666
Fax 703-228-7046
e-mail: ghancock@arlingtonva.us

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From: Gina Grillo [<mailto:Ginag@senecagroup.com>]

Sent: Monday, February 11, 2019 10:35 PM

To: Shahriar Amiri <Samiri@arlingtonva.us>; Elizabeth Wells <Ewells@arlingtonva.us>; Emad Elmagraby <Elmagraby@arlingtonva.us>; Arlova Vonhm <Avonhm@arlingtonva.us>; Gwen Hancock <Ghancock@arlingtonva.us>; Paula Eubank <Peubank@arlingtonva.us>; Tod Connors <Tconnors@arlingtonva.us>; Essie Corbin <Ecorbin@arlingtonva.us>; Marks Brewbaker <marksb@senecagroup.com>; betsy@ramcova.com; Brian Robinson <brobinson@jbgsmith.com>; Jake Backover <jbackover@clunegc.com>; p.morgan@interiorarchitects.com; Marian Danowski <m.danowski@interiorarchitects.com>; Jon.Horn@hargis.biz; Suzanne Sabatier <ssabatier@jbgsmith.com>

Subject: Arlington County Courtesy Design Kickoff Meeting Notes - 1800 S. Bell & 241 18th Street

Hello All,

Thank you for taking the time to meet with us this afternoon. We are beyond excited to forge a new relationship with Arlington County and commence the beginning of both 1800 S. Bell and 241 18th Street Projects.

Attached you will find the Meeting Notes, the Project Schedule, and Marks Brewbaker's (Seneca Group) E-Card.

Please reach out if there is any additional information we can provide at this time. We look forward to working with all of you.

Best,
Gina

Gina Grillo
Development Manager
SENECA GROUP
D 206-802-0348 | M 702-217-3983
www.senecagroup.com