

August 26, 1998

Harry K. Harutunian, Ph.D.  
Superintendent  
Reading Public School  
62 Oakland Road  
Reading, MA 01867

Dear Dr. Harutunian:

I would like to give you an updated detailed analysis pertaining to the completion of work with regards to our Contract for Innovative Financing for Energy Efficient Improvements, Project #CO-97-100.

#### **PHASE I**

---

##### **Joshua Eaton School**

- Network 8000 Energy Management System Complete
- Lighting Retrofit Complete
- Window Replacement Complete
- Roofing Project Complete

##### **Birch Meadow School**

- Network 8000 Energy Management System Complete
- Boiler Replacement Complete
- Transfer Pump & Final Combustion Text Complete
- Oil Tank Changeover (fossil fuel #4 to #2) Complete  
and Cleaning of Oil Tank
- Asbestos Abatement (Phase I) Complete
- Asbestos Abatement (Phase II) Complete
- Steam Trap Replacement Complete
- Repair/Retrofit Unit Ventilators Complete
- Painting Unit Ventilators Complete
- Insulation of Domestic Hot Water Tank Complete

##### **Reading Memorial High School**

- Network 8000 Energy Management System Complete
- Coil Replacement (auditorium) Complete

**Reading Memorial High School – cont'd**

- Replace Condensate Return System Complete
- Interim Boiler Repairs Complete
- Extra Wiring for Energy Management System Complete
- Repair/Replace Steam Traps Complete

**PHASE II**

---

**Reading Memorial High School**

- Boiler Replacement Complete
- Heat Exchanger Complete
- Chimney Extension September 1 Completion
- New Louvers Complete
- DDC September 1 Completion


**Birch Meadow School**

- Roof Replacement September 1 Completion
- Roof Flashing September 11 Completion
- Water Conservation August 31 Completion
- Lighting Retrofit August 31 Completion
- Window Replacement September 4 Completion

Dr. Haritunian, I am available to discuss at length time tables and equipment lead times which have caused Siebe's original construction schedule to go beyond the parameters initially set forth. These dates are conservative in nature and may be expedited to conform to Reading Public Schools' schedules.

Please give me a call in order to schedule a meeting pertaining to the above subject matter.

Sincerely,  
**Siebe Environmental Controls ENE, Inc.**

  
Michael F. Brickley  
Account Executive

MFB/lmm