

Message

From: Gordon Anderson [gordon@gandersonassociates.com]
Sent: 8/26/2019 4:58:25 PM
To: 'Diana Andrade' [dandrade@cityofinglewood.org]
CC: 'Bettye Griffith' [bgriffith@cityofinglewood.org]; 'Mindala Wilcox' [mwilcox@cityofinglewood.org]
Subject: RE: IBEC: Reminder to Upload Emails/Documents for Clippers/Murphy's Bowl project
Importance: High

Hi Diana,

You must comply with the directions in the email noted below dated 8-22-2019 at 9:10am. Ms. Griffith or you on her behalf will need to place an update directly into the Murphy's Bowl Drive. An acknowledgment by me is not sufficient.

Please comply by the end of the day.

Thanks.
Gordon.

From: Diana Andrade <dandrade@cityofinglewood.org>
Sent: Monday, August 26, 2019 4:12 PM
To: Gordon Anderson <gordon@gandersonassociates.com>
Cc: Bettye Griffith <bgriffith@cityofinglewood.org>; Mindala Wilcox <mwilcox@cityofinglewood.org>
Subject: RE: IBEC: Reminder to Upload Emails/Documents for Clippers/Murphy's Bowl project

Good afternoon Mr. Anderson,

On behalf of Ms. Griffith, RSI Director, I would like to inform you that she is not in receipt of any emails or material pertaining to the Project (Clippers/Murphy's Bowl). Please confirm receipt of information.

Thanking you in advance.

Diana P. Andrade
Admin Operations & Outreach Coordinator
Residential Sound Insulation Program
(310) 412-5289 (Office)

From: Gordon Anderson [mailto:gordon@gandersonassociates.com]
Sent: Monday, August 26, 2019 3:43 PM
To: Diana Andrade <dandrade@cityofinglewood.org>
Subject: Fwd: IBEC: Reminder to Upload Emails/Documents for Clippers/Murphy's Bowl project

Sent from my iPhone...please excuse terseness and typos.

Begin forwarded message:

From: Gordon Anderson <gordon@gandersonassociates.com>
Date: August 22, 2019 at 9:10:07 AM PDT
To: <bgriffith@cityofinglewood.org>
Cc: "Mindala Wilcox" <mwilcox@cityofinglewood.org>
Subject: IBEC: Reminder to Upload Emails/Documents for Clippers/Murphy's Bowl project

Hi Bettye,

Quick reminder, we must upload emails/documents to Murphy's Bowl Drive twice a week (Monday and Wednesday) by 10am. (see attached email)

Recognizing that you may not regularly receive emails or material regarding the project, we still need you to at least weekly note in Murphy's Bowl Drive that you have nothing to upload. Of course, if you should begin regularly receiving emails and material regarding the project you will need to upload twice a week per the attached email.

Thanks.

Gordon Anderson,
City Consultant