

From: Hargett, Sharon K
To: Adams, Marcia S <Marcia.Adams@SCDMV.net>
CC: Grant, Beth B <Beth.Grant@SCDMV.net>
Uswa, Wanda P <Wanda.Uswa@SCDMV.net>
Date: 9/19/2007 11:31:02 AM
Subject: FW: Wish List

One more thing I just thought of:

An additional door opening from front counter to back office's to eliminate entrance (traffic) through Manager's office.

-----Original Message-----

From: Hargett, Sharon K
Sent: Wednesday, September 19, 2007 11:29 AM
To: Adams, Marcia S
Cc: Grant, Beth B; Uswa, Wanda P
Subject: RE: Wish List

Furniture needs:

- 1) Cubicles installed in Dealer Room re: requisition# 42191 P.O.# 07-000991 dated 03/26/07.
- 2) 4or 5 Office chairs Dealer Room/back offices.(not stools).
- 3) 2 - Four shelf shelving units to hold mass & courier dealer work.
- 4) Safe to hold additional title paper (employee RTI and INI stock).
- 5) Lockers.
- 6) 2 - Additional Testing Machines.
- 7) Printer @ Greeter station.

Landscaping/Outside Building needs:

- 1) Grass all around building especially @ back of building & employees entrance/outside brk/smoking area.
- 2) Parking lot re-painted. 2a) CDL lot re-painted where needed.
- 3) "New" motorcycle course.
- 4) New or painted railings @ steps leading up to CDL course.
- 5) 3 - Smokers urns
- 6) Benches
- 7) 2- new barricade (or make repairs if possible) @ parallel parking

-----Original Message-----

From: James, Brandon D
Sent: Tuesday, September 18, 2007 4:02 PM
To: DMV FO Managers
Cc: Field Administration
Subject: Wish List

Good Afternoon,

We need to know what you need (i.e. landscaping, furniture,etc...) in your office. You may send this wish list to **Marcia Adams, and make sure you cc Field Admin.** This needs to be sent by Tuesday, Spetember 25.

Thanks,

Brandon D. James
Field Administration

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