

**To:** 'tom@combest-sell.com'[tom@combest-sell.com]  
**Cc:** Hupp, Sydney[hupp.sydney@epa.gov]  
**From:** Woodward, Cheryl  
**Sent:** Tue 4/25/2017 4:32:30 PM  
**Subject:** RE: Meeting request - Apr. 25,26, or 27

**Directions:** If you come by Metro, the Federal Triangle metro stop is directly below the building entrances. You would leave the metro station and go up all three sets of escalators and then do a small U-Turn to the right heading toward 12<sup>th</sup> street, the North Lobby entrance is directly and immediately to your left (Glass Doors -EPA Signified on Glass).

EPA address is 1200 Pennsylvania Avenue, NW. If you are coming by taxi/vehicle, you want to be dropped off on 12th NW, which is between 12<sup>th</sup> and Constitution Avenues. It is almost exactly half way between the two avenues on 12<sup>th</sup> street and the Federal Triangle Metro sign can be used as a landmark. From 12th Street, facing the building with the EPA and American flags, walk toward the building (under the flags) and take the glass door on your left hand side with the escalators going down to the metro on your left. This again will be the **South Lobby of the William Jefferson Clinton building.**

Once inside the building, security will prompt you to scan all items such as bags, coats etc., and then let the guards know that you were instructed to call Cheryl Woodward at 564-1274 or Michelle Hale at 564-1430 to escort you to the meeting with the Administrator. Security will make temporary cards for everyone. Allow for 15 minutes to get through the process.

**From:** Hupp, Sydney  
**Sent:** Tuesday, April 25, 2017 12:09 PM  
**To:** Tom Sell <tom@combest-sell.com>  
**Cc:** Woodward, Cheryl <Woodward.Cheryl@epa.gov>  
**Subject:** RE: Meeting request - Apr. 25,26, or 27

Cheryl would you mind guiding Mr. Sell?

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**Sydney Hupp**

Executive Scheduler

Office of the Administrator

202.816.1659 (c)

**From:** Tom Sell [<mailto:tom@combest-sell.com>]  
**Sent:** Tuesday, April 25, 2017 11:50 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Subject:** Re: Meeting request - Apr. 25,26, or 27

Sydney- what is the correct entrance to come to?

Sent from my iPhone

On Apr 21, 2017, at 11:52 AM, Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)> wrote:

Great! We can accommodate the list you sent in our conference room. I will book the room and ask Cheryl (copied here) to prep security for all names listed.

Thank you!

Sydney Hupp

Office of the Administrator- Scheduling

202.816.1659

**From:** Tom Sell [<mailto:tom@combest-sell.com>]  
**Sent:** Friday, April 21, 2017 11:42 AM  
**To:** Hupp, Sydney <[hupp.sydney@epa.gov](mailto:hupp.sydney@epa.gov)>  
**Cc:** Dickerson, Aaron <[dickerson.aaron@epa.gov](mailto:dickerson.aaron@epa.gov)>  
**Subject:** Re: Meeting request - Apr. 25,26, or 27

Thanks again, Sydney. Please see attached. We are very pumped. Still juggling things

around in terms of schedule. Just got word from soon to be Secretary Purdue Office that we have something there at 3:00, so we will be dividing up a bit. Any guidance on ideal number would be very appreciated.

Thank you again.

TS

(806) 535-0093