

**To:** Hupp, Sydney[hupp.sydney@epa.gov];  
Marissa.Serafino@hklaw.com[Marissa.Serafino@hklaw.com]  
**Cc:** rich.gold@hklaw.com[rich.gold@hklaw.com];  
Dimitri.Karakitsos@hklaw.com[Dimitri.Karakitsos@hklaw.com]  
**From:** Woodward, Cheryl  
**Sent:** Mon 4/10/2017 4:50:11 PM  
**Subject:** RE: AROW Meeting Request to Administrator Pruitt - April 20

My name is Cheryl Woodward and I will assist you in the logistics for your meeting at EPA on Wednesday, April 26th. The instructions/directions to EPA is below and if you have any questions please contact me. Look forward to seeing you all.

#### Directions

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 12th 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 12th and Constitution Avenues. It is almost exactly half way between the two avenues on 12th 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.

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

From: Hupp, Sydney  
Sent: Monday, April 10, 2017 12:30 PM  
To: Marissa.Serafino@hklaw.com  
Cc: rich.gold@hklaw.com; Dimitri.Karakitsos@hklaw.com; Dickerson, Aaron <dickerson.aaron@epa.gov>; Woodward, Cheryl <Woodward.Cheryl@epa.gov>  
Subject: RE: AROW Meeting Request to Administrator Pruitt - April 20

Thank you! Looping in Cheryl who can advise on logistics. Looking forward to having you all here!

Sydney Hupp  
Office of the Administrator- Scheduling  
202.816.1659

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

From: Marissa.Serafino@hklaw.com [mailto:Marissa.Serafino@hklaw.com]  
Sent: Friday, April 7, 2017 2:46 PM  
To: Hupp, Sydney <hupp.sydney@epa.gov>  
Cc: rich.gold@hklaw.com; Dimitri.Karakitsos@hklaw.com; Dickerson, Aaron <dickerson.aaron@epa.gov>  
Subject: RE: AROW Meeting Request to Administrator Pruitt - April 20

Thank you, Sydney.

The completed form is attached. Please let us know if there are any special instructions we should follow upon arrival.

Best,  
Marissa

Marissa Serafino | Holland & Knight  
Public Affairs Advisor  
Holland & Knight LLP  
800 17th Street N.W., Suite 1100 | Washington DC 20006 Phone 202.469.5414 | Fax 202.955.5564  
marissa.serafino@hklaw.com | www.hklaw.com

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

From: Hupp, Sydney [mailto:hupp.sydney@epa.gov]  
Sent: Wednesday, April 05, 2017 3:18 PM  
To: Serafino, Marissa C (WAS - X75414) <Marissa.Serafino@hklaw.com>  
Cc: Gold, Richard (WAS - X77143) <rich.gold@hklaw.com>; Karakitsos, Dimitrios J (WAS - X75132) <Dimitri.Karakitsos@hklaw.com>; Dickerson, Aaron <dickerson.aaron@epa.gov>  
Subject: RE: AROW Meeting Request to Administrator Pruitt - April 20

Hi Marissa,

Thank you for the email! 2PM works for us. If you would kindly fill out the meeting request form, I will get all of the info put into the calendar. Looking forward to having you all here!

Thank you!  
Sydney

Sydney Hupp  
Office of the Administrator- Scheduling  
202.816.1659

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

From: Marissa.Serafino@hklaw.com [mailto:Marissa.Serafino@hklaw.com]  
Sent: Wednesday, April 5, 2017 11:14 AM  
To: Hupp, Sydney <hupp.sydney@epa.gov>  
Cc: rich.gold@hklaw.com; Dimitri.Karakitsos@hklaw.com  
Subject: Re: AROW Meeting Request to Administrator Pruitt - April 20

Hi Sydney,

Thank you for calling yesterday. I've confirmed April 27 with our senior executives to meet with the Administrator. Please confirm that 2pm works for him.

The executives are eager to make arrangements, so please let me know as soon as possible.

Thank you again,  
Marissa

Sent from my iPhone

On Mar 28, 2017, at 11:04 AM, Serafino, Marissa C (WAS - X75414)  
<Marissa.Serafino@hklaw.com<mailto:Marissa.Serafino@hklaw.com>> wrote:

Hi Sydney,

Attached is a formal meeting request to EPA Administrator Pruitt for April 20 from the Alliance to Restore

Our Waterways (AROW) to discuss EPA's Superfund program. The meeting will include senior executives from companies, including Honeywell, BASF, Boeing, Dow and Schnitzer Steel, that are affected by the cleanup process at contaminated sediment sites.

Please do not hesitate to contact me with any further questions.

Thank you,  
Marissa

Marissa Serafino | Holland & Knight  
Public Affairs Advisor  
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Add to address book<<http://www.hklaw.com/vcard.aspx?user=mcserafino>> | View professional biography<<http://www.hklaw.com/id77/biosmcserafino>>

<March 2017 AROW Meeting Request to EPA Administrator.pdf>

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