weekly memorandum

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| to: | James Pettit |
| from: | Travis bates |
| subject: | srt week 12 |
| date: | January 31, 2016 |
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**LAST WEEK**

Last week after CDR I spent the week trying to get the three plates for the avionics bay milled at the EIC. After some true A-grade level incompetence from the workers at the at the center, I was able to get in contact with Todd and get the arrangements made. I’m told they are ready, so hopefully I can pick them up tomorrow.

**THIS WEEK**

I’ll start building the avinocs bay, and figure out the best way to mount the new satellite on the payload bay. I’ll also start creating the small pieces I need for both bays, like brackets.