

SERVICE REDUCTIONS AS A RESULT OF 08-09 AND 09-10 BUDGET CUTS

July 2009

Budget reductions to the Office of Facilities Management have forced a reevaluation of the level and frequency of building maintenance and operation services it provides. Recent cuts have reduced the Facilities Management budget by \$1.8 million forcing a loss of 28 full time positions as well as deep reductions in funding for supplies, materials, and overtime. The following is a description of planned service reductions. Adjustments to services will likely occur through the year as the Office of Facilities Management continues to receive feedback from the campus community.

CUSTODIAL

- ✓ Private office and lab trash pick up will be reduced from 5 days a week to 3 days per week. A building-by-building schedule with planned implementation dates is provided below. *Office or lab occupants who wish to empty their own trash on the "off" days are encouraged to do so, utilizing the white trash gondolas located in the service tunnel at the basement level of every building.*
- ✓ Soft furniture in lounges and gathering areas will be vacuumed weekly rather than daily.
- ✓ Air Structure (the "Bubble") cleaning would be performed on an "as needed" basis rather than weekly.
- ✓ Private break rooms and lounges will need to be cleaned by the users. *Cleaning materials can be provided to departments as needed.*

GROUNDS

- ✓ Reduced lawn mowing frequency and landscaping care.
- ✓ Winter snow removal for "level 2" and "level 3" areas (as identified in the Snow Response Guide http://www.albany.edu/facilities/snow_emergency_procedures.pdf) will take longer to implement. Level 1 and emergency response items will not be affected.

CENTRAL HEATING AND COOLING

Legal and operational mandates dictate certain staffing levels in the Central Plant thus forcing Facilities Management to reduce staff and resources to field HVAC crews. Accordingly, trouble calls for heating and cooling issues will likely be delayed.

PAINT SHOP

Reductions in the number of full time painters will result in a longer painting cycle increasing the average painting cycle from 6-8 years to 8-10 years.

EXTRA SERVICE PROGRAM (ESP team)

This previously staffed team – which handled simple, convenience type request, such as hanging pictures in offices – has been dissolved. Staff have been redirected to fill more critical health and safety related vacancies. This type of simple work will now be distributed to the appropriate shop resulting in longer wait times.

QUESTIONS REGARDING ANY OF THE ABOVE ACTIONS CAN BE DIRECTED TO
Kerry Csontos, Director of Physical Plant.

Additional information on all Facilities matters can be found at www.albany.edu/facilities

LIST OF BUILDINGS AND OFFICE/LAB TRASH REMOVAL SCHEDULES
 Revised July 2009

BUILDING	TRASH PICK UP DAYS
SEFCU Arena Life Sciences Building Physical Education Social Science Arts & Sciences Earth Science Biology Education SBA SBC Power Plant Motor Pool Science Library Campus Center	Monday-Wednesday-Friday <i>Fully implemented by July 29, 2009</i>
Building 25 (old Health Ctr) Business Administration Fine Arts Stress Clinic Boor Sculpture Studio University Hall Chemistry Physics Humanities Parking Management Alumni House Richardson Dewey Library Draper Milne	Tuesday-Thursday-Friday <i>Fully implemented by August 5, 2009</i>
University Police Grounds University Library Lecture Center Performing Arts	Sunday-Tuesday-Thursday <i>Fully implemented by August 19, 2009</i>