

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

Updated October 2010

Budget reductions to the Office of Facilities Management have forced a reevaluation of the level and frequency of building maintenance and operation services provided. Cumulative cuts from 2008 to present have reduced the Facilities Management budget by more than **\$2.6 million** forcing a **loss of over 50 full time positions**, as well as deep reductions in funding for supplies, materials, and overtime. The following is a description of planned service reductions or changes to our charge back structure. Adjustments to services will likely occur throughout the year as the Office of Facilities Management continues to receive feedback from the campus community.

### CUSTODIAL

- ✓ Private office and lab trash pickup will be reduced from 5 days a week to 3 days per week. **The days will vary based on staffing availability.**
- ✓ 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.*
- ✓ **Custodial staff will no longer replace chalk and white board supplies**
- ✓ **Support for event set ups will be limited to 4 hours per day**

### GROUNDS

- ✓ Reduced lawn mowing frequency and landscaping care.
- ✓ Winter snow removal for "priority 2" and "priority 3" areas (as identified in the [Snow Response Guide](#)) will take longer to implement. Level 1 and emergency response items will not be affected.
- ✓ "After hours" snow removal will be limited to [priority one and priority two](#) items

### 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.
- ✓ **A flat fee of \$20 per for office sign**

### 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 has 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.
- ✓ **Eliminate the set up and assembly of office furniture**

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](http://www.albany.edu/facilities)

