



# PROJECT WORK ALERT NOTIFICATION

September 4, 2013

DOWNTOWN CAMPUS

## Milne Hall

# Elevator Out of Service

Project / Work Order #:

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ESTIMATED START: **8/30/2013 7:00 AM**

ESTIMATED END: **9/3/2013 4:00 PM**

### Project Description / Scope:

The Milne elevator is out of service. Otis Services has been contacted and is in the process of securing parts. The elevator should be repaired and back in service by close of business, Tuesday, September 3, 2013.

POTENTIAL IMPACT ON SURROUNDING AREAS: (please check all that apply)

- |  |                                      |  |
|--|--------------------------------------|--|
| <input type="checkbox"/> Change in access/egress | <input type="checkbox"/> Odor        | <input type="checkbox"/> Hot Water     |
| <input type="checkbox"/> Dust                    | <input type="checkbox"/> Traffic     | <input type="checkbox"/> Rest Rooms    |
| <input type="checkbox"/> Noise                   | <input type="checkbox"/> Water/Sewer | <input type="checkbox"/> Elevator      |
| <input type="checkbox"/> Ventilation             | <input type="checkbox"/> Parking     | <input type="checkbox"/> Fire Alarm(s) |
| <input type="checkbox"/> Heating/Cooling         | <input type="checkbox"/> Other:      |  |

### CONTACT INFORMATION:

If you have any questions or concerns regarding this work, please contact the project manager, Scott Laranjo, at [slaranjo@albany.edu](mailto:slaranjo@albany.edu) or at **442-2465**.

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For a listing of all current Project Work Alert Notification and notable campus projects, please view our web page at [www.albany.edu/facilities](http://www.albany.edu/facilities)

***We apologize for any inconvenience this work may cause as we continue to renovate and upgrade the University; and we thank you in advance for your cooperation.***