



PROJECT WORK ALERT  
NOTIFICATION

April 13, 2011

UPTOWN CAMPUS

Humanities

## Customer Service Center Relocation

Project / Work Order # **11-26189**

**ESTIMATED START: 4/15/2011 07:00 AM**

**ESTIMATED END: Indefinite**

**PROJECT DESCRIPTION/SCOPE:**

The Customer Service Center for Facilities Management will be moving from its current location in Social Science B12 to its new location in Humanities B43. This move will take place at the close of business (4:00pm) on Thursday, April 14<sup>th</sup>. Business will resume without interruption of our regular schedule at 7:00am on the morning of Friday, April 15 at our new location in Humanities B43.

**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 checked="" type="checkbox"/> Other:office relocation |  |

**CONTACT INFORMATION:**

If you have any questions or concerns regarding this work, please contact the project manager, **Paul Guarnieri**, at [pguarnieri@uamail.albany.edu](mailto:pguarnieri@uamail.albany.edu) or at **442-3480**.

For a listing of all current Project Work Alert Notifications 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.***