

Maintain Our Working Environment:

BAY CLEANING

Friday, September 25

4:00am - 2:00pm



As a part of the Facilities Services Clean Shop Program, we will be cleaning the General Services Building garage bay parking lot and loading dock along with all of the pedestrian pathways.

HOW YOU CAN **HELP**

1. Any materials and supplies will need to be removed from the garage bay receiving and parking areas by the end day on Thursday, September 24, 2015.
2. All shop crews are being asked to sweep all trash and debris away from their entrance doorway towards the center of the garage bay.
3. We need all vehicles that are currently being parked inside the garage bay parking area moved from the garage bay area by 7:30 a.m. on Friday, September 25, 2015 at the beginning of your shifts.

Please see the Alternate Parking Locations for the areas that have been allocated for use to park your vehicles and please adhere to those assigned areas.

The Solid Waste and General Maintenance teams will collaborate and will begin the garage bay surface cleaning at 4:00 a.m. Friday morning and conclude the cleaning process by 2:00 p.m. Friday, September 25th, 2015.

You can return your vehicles to the garage bay parking area beginning at 2:00 p.m.

Thanks again for all of your continued help, cooperation and patience as we work together to maintain our working environment. Please contact me if you have any questions or concerns.

Rufus Kemp
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