# Building Maintenance and Alterations

**Building Coordinator:** Jason Alferness, alf@phys.washington.edu, 206-221-2974, Office: B256B

For building maintenance needs and other facility needs see the table below.

<table>
<thead>
<tr>
<th>Issue</th>
<th>Description/Examples</th>
<th>Primary Contact</th>
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</thead>
<tbody>
<tr>
<td>Routine Maintenance</td>
<td>Routine Maintenance is maintenance and repair of existing equipment and facilities. Examples include: burned out or flickering lights, clogged sink drains, leaky faucets or other leaks, blown fuses, failed outlets or tripped breakers, repair of door handles, locks, etc.</td>
<td>Jason Alferness</td>
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<tr>
<td>Building Alterations</td>
<td>Building Alterations are MODIFICATIONS to existing facilities to accommodate a particular unit's laboratory, office or other needs. Building alterations are chargeable work and must be paid for by the requesting unit or research group. Examples include: New electrical power or cooling water for new laboratory research equipment. Modifications of an instructional space to accommodate a newly offered course.</td>
<td>Jason Alferness</td>
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<tr>
<td>Custodial Needs</td>
<td>Cleaning restrooms, public spaces, emptying garbage and public recycling, dust mopping, waxing floors, cleaning chalkboards in Classroom Support Services Classrooms.</td>
<td>Jason Alferness</td>
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<tr>
<td>Emergency Custodial or Maintenance Needs</td>
<td>EMERGENCY MAINTENANCE is after hours maintenance that CANNOT WAIT FOR THE FOLLOWING DAY for resolution. EMERGENCY MAINTENANCE is typically a building related maintenance need that is or if unaddressed could lead to a situation that is a danger to university property or could, if unaddressed, lead to a health or safety hazard. EMERGENCY MAINTENANCE is dispatched by University of Washington Police Dispatchers. If you encounter an EMERGENCY MAINTENANCE situation, call 206-685-1411 to have a Facilities Operations Maintenance Specialist (FOMS) respond as soon as possible after hours. Examples include: Persons not in immediate danger but trapped in a non-functioning elevator, evidence of flooding interior spaces of a building, burning smells.</td>
<td>UW Police &amp; FOMS</td>
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<td>(206) 685-1411</td>
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## Surplus Items, Garbage and Recycling

- **Cardboard, Paper** - Large quantities of cardboard or paper recycling can be recycled at the designated dumpsters located in the Physics Astronomy Loading Dock.
- **E-Media Recycling/Waste** - An emedia collection point for small batteries, floppy/CD/DVD is located on the 2nd floor of Physics between the B-Wing and Tower wings.
- **Surplus: (Non-Hazardous, Non-inventoried)** - (eg. broken chairs, office equipment, non-inventoried, non-hazardous electronics) Can be placed in the designated surplus area of the loading dock.
- **Chemicals or Chemically, Biologically, or radioisotope contaminated equipment or other potentially hazardous equipment** - Must be retained by the lab responsible for their generation until they can be picked up by EH&S or cleaned and certified as clean and safe at which point they can be safely surplused. See EH&S's website for details.

## Chemical Waste and Safety

**Building Safety Page**

**Phones, networking or computing**

**Primary Contact**

- **Environmental Health & Safety**
- **Jason Alferness**
- **PACS**

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