



# Windows Project 2022

# 2<sup>nd</sup> Floor

- ▶ Mobilization on site 3/7
- ▶ Exterior scaffolding setup
- ▶ Starting second floor 3/14
  - ▶ South (front entrance)
  - ▶ West (loading dock entrance)
  - ▶ Consists of temporary walls, moving of cubes, removal of all exterior windows, loss of classrooms 204, 214, and 231
  - ▶ Projected completion 6/13



# 3rd Floor

- ▶ Third floor projected start 4/19
- ▶ Will be a repeat of the second floor
- ▶ Classrooms 332,333,334,335,336, 307 and 313 will be out of service
- ▶ All spaces in these areas will be out of service
- ▶ Projected end date for third floor is 7/20



# 4<sup>th</sup> Floor

- ▶ Projected start date 5/26
- ▶ All meeting space as well as call center/Teachers 21 offices will be out of service
- ▶ Projected end date is 8/23



# 5<sup>th</sup> Floor

- ▶ Affected areas will be Dan's office all the way to conference room 516
- ▶ Projected start date is 6/27
- ▶ Projected end date is 9/27



# What to Expect

- ▶ 2 year project starting March 2022 South and West Side. North and East sides starting Spring 2023
- ▶ Building will be a construction zone
- ▶ No access to affected areas during construction period
- ▶ Displacement of offices and cube space
- ▶ Heavy machinery throughout the building and parking lots
- ▶ Back lot will be used for staging
- ▶ Elevator service will be slower
- ▶ Building will be noisy



# What we need from you....

- ▶ When your area is affected, we will need you to:
  - ▶ Box up belongings
  - ▶ Take any documents you need to perform your duties or need on a daily basis
  - ▶ A member of the windows team will email you when this is happening
  - ▶ Any questions, you can email: [windowsproject@williamjames.edu](mailto:windowsproject@williamjames.edu)
  - ▶ Most importantly we will need your patience and cooperation



# Windows Team

- ▶ Kevin
- ▶ Maura
- ▶ Dan
- ▶ Denise
- ▶ Marice
- ▶ Facilities Staff

