

**Purchasing Department
Facilities Management Department
Joint Notice
Campus Services Reorganization**

Description:

The following services will be reorganized under the Facilities Management Department effective January 5, 2019.

- *Moving Crew*
- *Receiving and Storeroom*
- *Mail and ID Services*

Campus Impact:

Operating hours and regular procedures will not be changed. Please access the Facilities Management Department website for additional information on these areas.

*Although this reorganization should be seamless to the campus community, if any issues are encountered, please call Facilities Management Department main office at **871-7875**.*

“Please contact Facilities Management at x7875 for additional information. Thank you for your cooperation and patience during this transition.”