Yale OFFICE OF FACILITIES

Facilities Operations

Services Schedule:
Bass Library

Emergency & After Hours Procedure:

All emergency repairs and/or problems should be called in to the
Customer Service Center: 203-432-6888

Facilities Operations Representatives:

Facilities Superintendent: Daniel Johnson, 203-432-1755
Custodial Team Leader: Roger Bacote, 203-432-8416 Cell 203-376-8358
General Building Maintainer: Art Bromell, 203-432-6888

Custodial Services:
Offices: Vacuuming, dusting, trash/recycling pickup, and cleaning is performed once per week. Additional services are also provided on demand by calling **203-432-6888.**
Public Areas: are cleaned (vacuumed and dusted) once daily, Monday through Friday. Corridors are cleaned twice a week. Conference rooms and kitchenettes are cleaned daily.
Restrooms are cleaned and re-service Twice daily, Sunday through Saturday.

Disposal Services: Trash, Recycling and Food Waste are removed from public areas once daily, Monday thru Friday.

Room and Events Set-ups: can be scheduled by going online to **Facilities.Yale.edu** and selecting the **Facilities Work Request** under "Quick Links."

Physical Plant Services:
Routine Maintenance & Repair Services
Any repair or service to building systems or existing fixtures.

On-Demand Services (beyond routine maintenance) Examples: Hanging picture frames, hanging white boards, adding electrical outlets, repair refrigerators etc. will require charging instructions.

For both Routine and On-Demand Services, please call **203-432-6888**, or go online to **Facilities.Yale.edu** and click **Facilities Work Request** under "Quick Links."

Building related Temperature issues :
Go online to **Facilities.Yale.edu** and selecting **Facilities Work Request** under "Quick Links." or call **203-432-6888**.

Yale OFFICE OF FACILITIES

Facilities Operations

Services Schedule:

Beinecke Rear Book Library

Emergency & After Hours Procedure:

All emergency repairs and/or problems should be called in to the
Customer Service Center: 203-432-6888

Facilities Operations Representatives:

Facilities Superintendent: Daniel Johnson, 203-432-1755
Custodial Team Leader: Roger Bacote, Office 203-432-8416 Cell 203-376-8358
Senior Custodial: Paul Carbone, 203-436-1254

Custodial Services:
Offices: Vacuuming, dusting, trash/recycling pickup, and cleaning is performed once per week. Additional services are also provided on demand by calling **203-432-6888.**

Public Areas: are cleaned (vacuumed and dusted) once daily, Monday through Friday.
Corridors are cleaned twice a week.
Conference rooms and kitchenettes are cleaned daily.
Restrooms are cleaned and re-service Twice daily, Sunday through Saturday.

Disposal Services: Trash, Recycling and Food Waste are removed from public areas once daily, Monday thru Friday.

Room and Events Set-ups: can be scheduled by going online to **Facilities.Yale.edu** and selecting **Facilities Work Request** under "Quick Links."

Physical Plant Services:
Routine Maintenance & Repair Services
Any repair or service to building systems or existing fixtures.

On-Demand Services (beyond routine maintenance) Examples: Hanging picture frames, hanging white boards, adding electrical outlets, repair refrigerators etc. will require charging instructions.

For both Routine and On-Demand Services, please call **203-432-6888**, or go online to **Facilities.Yale.edu** and click **Facilities Work Request** under "Quick Links."

Building related Temperature issues : go online to **Facilities.Yale.edu** and selecting **Facilities Work Request** under "Quick Links." or call **203-432-6888**.

Yale OFFICE OF FACILITIES

Facilities Operations

Services Schedule:
Sterling Memorial Library

Emergency & After Hours Procedure:

All emergency repairs and/or problems should be called in to the
Customer Service Center: 203-432-6888

Facilities Operations Representatives:

Facilities Superintendent: Daniel Johnson, 203-432-1755
Custodial Team Leader: Roger Bacote, Office 203-432-8416 Cell 203-376-8358
General Building Maintainer: Art Bromell, 203-432-6888

Custodial Services:
Offices: Vacuuming, dusting, trash/recycling pickup, and cleaning is performed once per week. Additional services are also provided on demand by calling **203-432-6888.**

Public Areas: are cleaned (vacuumed and dusted) once daily, Monday through Friday.
Corridors are cleaned twice a week.
Conference rooms and kitchenettes are cleaned daily.
Restrooms are cleaned and re-service Twice daily, Sunday through Saturday.

Disposal Services: Trash, Recycling and Food Waste are removed from public areas once daily, Monday thru Friday.

Room and Events Set-ups: can be scheduled by going online to **Facilities.Yale.edu** and selecting **Facilities Work Request** under "Quick Links."

Physical Plant Services:
Routine Maintenance & Repair Services
Any repair or service to building systems or existing fixtures.

On-Demand Services (beyond routine maintenance) Examples: Hanging picture frames, hanging white boards, adding electrical outlets, repair refrigerators etc. will require charging instructions.

For both Routine and On-Demand Services, please call **203-432-6888**, or go online to **Facilities.Yale.edu** and click **Facilities Work Request** under "Quick Links."

Building related Temperature issues : go online to **Facilities.Yale.edu** and selecting **Facilities Work Request** under "Quick Links." or call **203-432-6888**.