



November Newsletter

[Blue House Coffee](#)



Hey everyone! It's been quite some time but we're super excited to let you know that we are open again on Campus! We have rearranged the seating in the café to allow for social distancing and also have several tables available outside. Our current hours are **7AM - 2PM Monday through Friday**.

While we were closed we listened to many suggestions that we have received in the past and are excited to offer some new options including a variety of fresh fruit smoothies and made to order salads! We still have all of our coffee drinks, hot and iced teas and even pumpkin spice lattes and chai. In regard to food, we're also serving made to order breakfast sandwiches and specialty quesadillas, paninis and grilled cheese with soup for lunch. Stop by and say hi!

Can't wait to see everyone! :-)

Jayson and Bryan

COVID-19 Testing

The COVID-19 testing will continue to be held at the Phoenix Biomedical Campus through November. Testing is expected to resume through the Spring semester. Testing is held in **Building 4, (714 E. Van Buren Street, Phoenix, AZ 85006) from 8AM – 1PM every Wednesday**. It is done by walk-in appointments, and we recommend that you have your cell phone with you for the Duo Mobile login for your registration. These tests are available to ALL UArizona employees and students and the test being administered is the PCR test. For additional information on the testing please visit: <https://covid19.arizona.edu/covid19-testing>. For any questions or concerns, please email Jeffery Hanna at: jefferyhanna@arizona.edu or Maryell Martinez at: maryellmartinez@arizona.edu.

New Process for Events/Meetings

The University is currently in Stage 2.5, limiting gatherings to 10 people. For those who wish to host an event/meeting on campus with 11-50 people, they will now be required to complete the Event Exception form. All exception requests must be submitted a minimum of 14 days prior to the event request. Events submitted less than 14 days in advance will not be reviewed. After submitting an event/meeting request through Astra, the status of the request will be put in a pending state if approved. An email will then be sent with the link to the Event Exception form. Once the user receives an approval confirmation from the COVID-19 Response Team, they are to forward the approval back and the event/meeting request will be scheduled in Astra. For more detailed information, please visit the [Events & Gatherings Page](#). Questions related to event exceptions can be directed to EventExceptions@email.arizona.edu.

Lockers at HSEB

October 16, the Planning and Operations Department performed a soft launch of a new service available to staff and faculty. Two locker banks, a total of sixteen lockers, will be available for day-use to staff and faculty, to aid in the distribution and safekeeping of academic materials. The Locker System is user friendly and will provide a more secure means of item distribution for students on Campus. The locker

banks are located in the Main Lobby Area of HSEB behind the elevators and inside the Café Area. To request a locker, please file a Work Order request through the [Maintenance Connection CMMS System](#). For any questions or concerns, please contact the Planning and Operations Department via email at PBC-Access@arizona.edu.

Quick Tips

Reminder, please submit a work order if any of the area sanitizing stations or hand sanitizing stations need to be refilled, thank you!

Keys



A reminder to all departments, keys are not to be shared or given to fellow colleagues. Please return all keys to the Access Team, we will reissue if needed. For lost keys please submit a work order through [Maintenance Connection](#) as documentation is required for our records. Thank you!

Contact Information

For badges, Cat Cards, keys and access requests please submit a work order through [Maintenance Connection](#). (Please keep in mind you cannot self-request badges, new access levels or keys). The Access Team can also be reached at PBC-Access@email.arizona.edu

For parking inquiries, please email: PTS-Phoenix@email.arizona.edu

For general maintenance requests, please submit a work order through [Maintenance Connection](#).

Security can be reached at **(602) 827-2368**

How to submit a work order through Maintenance Connection

1. Go to [Maintenance Connection](#) - This can now be done in any web browser
2. Choose a username and password; these are based upon what building you work in:

Location - Member ID - Password

Arizona Biomedical Collaborative (ABC1, PBC) - UAABCBU1 - abcbu1

Biomedical Sciences Partnership Building (BSPB01) - UABSPB01 - science2

Building Four (PBC, BUILD4) - UABUILD4 - phazb4

Building One (PBC, BUILD1) - UABUILD1 - pbcbu1

Building Three (PBC, BUILD3) - UABUILD3 - 650bu3

Building Two (PBC, BUILD2) - UABUILD2 - 600pbc

Health Sciences Education Building (HSEB01) - UAHSEB01 - pbchseb

3. Fill out all fields as completely as possible, ESPECIALLY the Short Description; the more information you provide, the better. If you need to meet the assigned Planning & Operations staff on a specific date, time, or place, please indicate that in the fields. Also, be sure to include your phone number and email. Lastly, please be sure to change the date to the actual date needed. Once this is done, hit "Submit".