# Planning & Operations Phoenix - April Newsletter

# Planning & Operations Website



We are excited to announce our department website is now live!

Please visit **https://www.phxops.arizona.edu** for important updates, services we offer, how to submit a work order, our staff directory and much more!

# Covid-19 Testing



As a helpful reminder, the **UA COVID-19 PCR testing** occurs every Wednesday from 8:00AM - 1:00PM located at Building 4, Room 115 (714 E. Van Buren Street, Phoenix, AZ 85006). Parking will be available and is free to all participants, please park near the front doors of building 4. Please note, in order to participate in the PCR SG testing, we ask that all participants **do not eat/drink anything or brush their teeth 30 minutes prior** to your test. Drinking water is okay.

# COVID-19 Antibody Testing

COVID-19 Antibody testing is offered at two locations in the Maricopa area, Banner University Medical Center Phoenix and Banner Desert Medical Center in Mesa. For more information and to register and schedule an appointment, please visit **https://covid19antibodytesting.arizona.edu**.

# Mask Reminder



Although Governor Doug Ducey has issued an executive order lifting mask mandates and many have been vaccinated, the University of Arizona's face covering requirements will continue to remain in place. For more information, please visit covid19.arizona.edu/face-coverings**.**

# Maintenance Update

This month the general maintenance team is performing the quarterly fire sprinkler inspections and boiler inspections in BSPB and HSEB. Every month the team also conducts elevator, fire extinguisher and AED inspections, and restocks all the first aid kits on campus. As always, please submit a work order if you need assistance.

The team is also looking forward to using these new maintenance notice cards to let you know they have responded to your request and the work has been completed.

## Quick Tips

Please do not prop open doors that have a card-reader showing red. A door should only be propped open if a door override has been put in so that the reader shows green – otherwise the door is sending alarms and our team is being trained to ignore alarms on doors. If something has been scheduled last minute or a door override was not completed after a request was made please call our PBC Access team at 602-827-2758 for assistance.

## Construction Update

The City of Phoenix will be starting construction on 7th street (by HSEB and lot 10003) in the near future for utility work.

## 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**

**Emergency On-Call Maintenance** (HVAC, Electric, Flood) **(877) 681-5116**
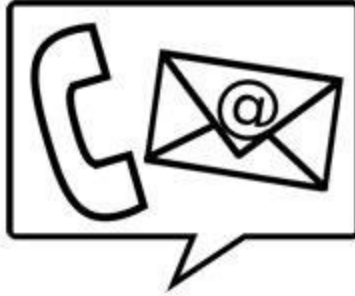
# How to Submit a Work Order through Maintenance Connection

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 name, phone number and email. Lastly, please be sure to change the date to the actual date needed. Once this is done, hit "Submit".