

Facilities prides itself on providing the UNT community with outstanding service for renovations and remodeling work. These projects include but are not limited to office, laboratory, and classroom renovations, and interior renovations that involve new furniture and carpet. This time of year is typically our busiest time as we strive to meet the needs of the campus for the Fall semester. This year is perhaps the busiest on record with an unprecedented number of projects related to space reallocations and the relocation of departments from buildings scheduled to be demolished.

The first priority for Facilities resources is those requests relating to the recruitment and hiring of faculty and those projects critical to the development of new initiatives and/or the continuation of existing programs. Along with these we also have the continuing flow of routine projects. Normally these would be integrated into our schedule and worked right along with the higher priority jobs.

We currently have a large number of critical jobs in the queue and the schedule for lower priority work is being impacted. If you are considering a remodel / renovation request of any size please submit a Project Initiation Worksheet. The Project Initiation Worksheet may be found on the Facilities website at:

<http://www2.facilities.unt.edu/depts/fmc>

We will continue our effort to improve and streamline the management of these projects and will make every effort to meet your requested schedule; however, please understand that due to our current heavy work load we may not be able to accomplish new routine work in time for the start of the Fall semester.

Note that the procedures to request routine maintenance are unchanged and these requests should continue to be transmitted directly to the Facilities Work Control Office via our website at:

<http://www2.facilities.unt.edu>

If you have any questions or wish to discuss a renovation / remodel request, please contact me.

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