

# PACE UNIVERSITY

## Campus Planning and Facilities

Week of 09.01.2025 Update

### Facilities Work Order System

As a reminder please be sure to submit Facilities Work Order tickets through the Saber system at [facilitiesrequest.pace.edu](https://facilitiesrequest.pace.edu). For emergencies, please call the Facilities Department at (914) 923-2725 for Westchester and (212) 346-1521 in New York City during work hours. Please contact the Security department during off hours and they will contact the Engineer on duty on the respective campuses. You can also send an email to [facilitiesdept@pace.edu](mailto:facilitiesdept@pace.edu).

- Log on to the system: [facilitiesrequest.pace.edu](https://facilitiesrequest.pace.edu) using your Pace credentials. The system can also be accessed through an icon on the MyPace mobile app.
- Select icon based on the facilities issue you are experiencing.
- Fill in the designated fields.
- Select "Create" and your work order will be sent to the facilities department to address

**Important: You must be logged on to the Pace wifi to access Saber.**

It is critical to have all issues tracked and logged to ensure work is being completed in a timely fashion and for future planning.

### Fire Life Safety

Fire Life Safety Drills will be performed at all campuses, from September 8 through September 19. These drills are unannounced to simulate emergency conditions. This will provide all occupants with an opportunity to become familiar with how to exit the buildings during emergencies.

**Pleasantville Generator Installation – Campus Wide Power Disruptions** Con Edison inspection of the completed work is scheduled for Wednesday, September 3. Manufacturer's training is scheduled for Friday, September 5. There will not be any disruption to campus power during either event.

Final testing of the new generator under simulated power loss is also being scheduled. Due to student move-in timing testing will be scheduled during a Sunday or an academic break during the semester. **Power to the entire campus will be disrupted on several occasions during testing. The disruptions are expected to last less than one minute on each occasion. The date and time frame for the testing is being coordinated with multiple parties, including Con Edison.** The number of disruptions and specific time of each disruption cannot be determined in advance of the testing date. Multiple disruptions may be required across different days depending on Con Edison's availability. As much advance notice as possible will be provided.

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#### One Pace Plaza East Renovation

- The contractor is working on low voltage work inside the IT MDF room this week.
- Interior fit out work for the podium and Maria's Tower is progressing as per schedule.
- **FDNY Dual Panel re-inspection at 9 Spruce entrance is confirmed for October 2 at 9:00 a.m.** (Yom Kippur - No Classes Scheduled). Alarm will sound during the inspection with the FDNY inspector and project team will be on site.
- The electrical shut down for the equipment connected to the Emergency power system is scheduled for November 11 (Veteran's Day with no classes and events). All preparatory work by the various departments as coordinated is to be completed by November 10.

#### One Pace Plaza West

- Starting in mid-September Elevator #2 will be out of service until mid-December. This is the last elevator to be modernized.
- Banner installation on the north exterior wall (facing Brooklyn Bridge ramp and Frankfort Street) was completed.
- Natural gas is still out of service to the building. This gas only serves the Bunsen burners in the labs. As a temporary measure CP&F will supply propane burners and gas for temporary use while we wait for the DOB inspection.

#### Façade Inspection Safety Program (FISP) 1 Pace Plaza East

- The façade repairs are completed, and paperwork has been submitted to the Department of Buildings. Upon their review and approval of the work, the scaffolding and sidewalk-sheds at 9 Spruce Street can be dismantled.

**Did you know (Fun Fact): The Medium Venue will have removable and adjustable catwalk handrails which will help simulate other professional theater conditions!**

#### 15 Beekman

- Chartwell and Auxiliary Services ordered new hot/ cold equipment has arrived, Campus Planning and Facilities will assist with scheduling associated installation.
- 6th floor Terrace - card readers have been installed on Terrace Doors. Security and the User groups are working on scheduling and developing user policies.
- Kitchen hood repair is partially complete. The smoke exhaust has been mitigated, but additional repairs are needed to further reduce odors. Training for Auxiliary Services, Facilities and Chartwells was conducted and recorded, all manuals shared during the system turnover meeting on August 21. Signage will be installed on the equipment this week once agreed upon with Auxiliary Services and Facilities.

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- A window was broken in the Bianco room over the weekend. The area has been cleaned up and made safe while repairs/ replacement is underway.

#### **41 Park Row**

- The cellar level vault ventilation project is substantially complete. The project team is wrapping up with engineer's punch list and inspector signoffs.

#### **161 William Street**

- Tele-coil and new carpet installation in Classroom 202 has been completed.
- The 13th and 15th floor corridor and lounge LVT flooring installation have been completed.

#### **Haub School of Law – White Plains Campus**

- The final electrical inspection for the renovations of the Gerber Glass Kenneth Chamberlain Social Justice Reading Room is scheduled for Wednesday, September 3.
- The Air Conditioning compressor for the AC unit serving Preston Hall Rooms 401-403 will be put in place via a crane on Friday September 5. It will be connected on the same day.

#### **Preston Hall Roof Replacement:**

- The scaffolding around the perimeter of Preston Hall will remain in place until the completion of the roof replacement project.
- Materials and dumpster delivery will be scheduled for mid-September. The dumpster will be placed in the driveway adjacent to the Dining Hall. The project is scheduled for completion by mid-December.

[Please visit here for weekly updates](#)