

**From:** Deputy Director, Admin  
**Sent:** Thursday, June 06, 2013 7:57 AM  
**To:** +All HQ Employees  
**Subject:** Building Update - 24th Floor Men's Restroom Repairs

On Friday, June 7, 2013, at 7:00 p.m. the Department of General Services (DGS) will remove and repair a toilet and surrounding wall in the 24<sup>th</sup> floor men's restroom at the Board of Equalization (BOE) headquarters building (450 N Street). As a requirement of the repair, the DGS will construct containment in the restroom while it is temporarily out of service. All clearances and air sample results associated with the repair will be posted on the BOE HQ Building Assessment website. The DGS has indicated the 24<sup>th</sup> floor men's restroom will return to service on Monday, June 10, 2013.

The BOE's industrial hygiene consultant, Hygiene Technologies Inc. (HTI), will monitor all DGS activities in conjunction with their contractors.

Thank you,

Liz Houser  
Deputy Director Administration  
Board of Equalization