

**From:** Deputy Director, Admin  
**Sent:** Tuesday, February 25, 2014 9:34 AM  
**To:** +All HQ Employees  
**Subject:** Building Update - Elevator Repairs  
**Importance:** High

On Wednesday, February 26, 2014, the Department of General Services (DGS) and the DGS elevator service contractor, Thyssen Krupp (TK), will place Car 9 out of service for a rope replacement project at the Board of Equalization Headquarters building. As a requirement of the structural strand wire ropes replacement, TK will place safety signage in front of Car 9 while it is out of service. The DGS and TK anticipate that Car 9 will return to service on Monday, March 3, 2014. The DGS will also schedule TK to perform work on Car 7 for structural strand wire ropes replacement later in March 2014 once Car 9 repairs are complete.

Thank you for your patience,

Liz Houser  
Deputy Director Administration  
Board of Equalization