

**Date:** March 26, 2024  
**To:** Edna Lucille Goodrich Tenants  
**From:** Tina Skorochood, Property Administrator  
**RE:** **Elevator Testing, Restroom Floors, and Landscaping**



## **Elevator Testing**

*Monday & Tuesday, April 1<sup>st</sup> & 2<sup>nd</sup>*

The elevators will undergo required Annual Testing from **April 1<sup>st</sup> & 2<sup>nd</sup>, 2024 between 6am - 3pm**, Monday and Tuesday of next week. During this time, tenants may experience slight increased wait times as each elevator is taken out of service, individually, for testing.

*On Tuesday, April 2<sup>nd</sup>, the **freight elevator** will be taken out of service in the morning for testing.* Passenger elevator #1 is padded for use during this time. Please use this elevator only when moving carts or materials through the building. Please contact Property Management with any questions or concerns regarding this maintenance work.

Your patience and cooperation during this maintenance is appreciated.

## **Restroom Floors Project**

*Friday - Sunday, 3/29/24 – 3/31/24 (4<sup>th</sup> Floor & 2<sup>nd</sup> Floor)*

*Friday - Sunday, 4/05/24 – 4/07/24 (1<sup>st</sup> Floor)*

Over the next two weekends, WRC is having the restroom floors turbo cleaned and the grout resealed. If you are working during these two weekends, please be prepared to use a restroom on another floor if necessary.

## **Landscaping**

*Wednesday, March 27<sup>th</sup>*

Beginning Wednesday, landscapers will aerate the grassy areas around the building. This process will create small plugs that will be visible through the following week. On Friday, April 5<sup>th</sup>, landscapers will begin thatching.

Thank you in advance for your assistance and cooperation.

If you have any questions or concerns, please contact your agency representative at the following address:

- For DOC email [DOCHQmanagementservices@doc1.wa.gov](mailto:DOCHQmanagementservices@doc1.wa.gov)
- For WSDOT email [HQFacilitiesHelpDesk@wsdot.wa.gov](mailto:HQFacilitiesHelpDesk@wsdot.wa.gov)

This bulletin and other recent bulletins can be found posted on the ELG Building website at [www.elgbuilding.com](http://www.elgbuilding.com).

Sincerely,

Wright Runstad & Company  
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Property Management  
360-528-4020