

# CONTACT GUIDE



## Facilities & Services

Physical Plant Service Building, 1501 S Oak, C, MC-800  
Service Office: 333-0340; General Info: 333-0697; FAX: 333-4294

### ADMINISTRATIVE OFFICES:

Exec Dir: John G. Dempsey, 135D PPSB, MC-821; 333-2500  
Asst: Judy Harriss, Adm Aide, 135E PPSB, MC-821; 333-2500

### CAMPUS SERVICES DIVISION:

Dir: Pam Voitik, 133 PPSB, MC-827; 333-7790  
Asst: Ann Corey, Chief Clerk, 133 PPSB, MC-800; 333-7790

### CONSTRUCTION DIVISION:

Dir: Clark E. Wise, 126 PPSB, MC-821; 244-0338  
Asst: Gayle Wildman, Adm Aide, 132 PPSB, MC-800; 244-0338

### ENGINEERING SERVICES DIVISION:

Dir: Kent Reifsteck, 123 PPSB, MC-821; 244-2865  
Asst: Kelly Edwards, Off Support Assoc, 132 PPSB, MC-821; 333-2072

### MAINTENANCE DIVISION:

Dir: Carl V. Wegel, 124 PPSB, MC-827; 244-0963  
Interim Asst: Linda Ogden, Off Support Assoc, 157 PPSB, MC-821; 333-3299

### PLANNING DIVISION:

Dir: Helen Coleman, 115 PPSB, MC-800; 244-8817  
Interim Asst: Carey Ann Cash, Adm Aide, 115 PPSB, MC-800; 333-1232

### DIVISION OF SAFETY & COMPLIANCE:

Dir: Maureen Banks, 145C PPSB, MC-821; 244-0415  
Asst: Staff Secy, 145 PPSB, MC800; 265-9818

### SHARED ADMINISTRATIVE SERVICES DIVISION:

Dir: Curt Taylor, 135F PPSB, MC-827; 333-8380  
Asst: Judy Harriss, Admin Aide, 135E PPSB, MC-821; 333-2500

### SERVICES AND OPERATIONS:

Accounts payable: 156 PPSB, MC-820; 333-1053; [fsprocap@fs.uiuc.edu](mailto:fsprocap@fs.uiuc.edu)  
ADA (Americans with Disabilities Act) Info: 244-8817; [www.fs.uiuc.edu/ada](http://www.fs.uiuc.edu/ada)  
Architecture Review Committee: 244-8817  
Billing Center: 1609 S Oak, MC-662; 265-6116, FAX: 244-1358;  
[BillingCenter@fs.uiuc.edu](mailto:BillingCenter@fs.uiuc.edu)  
Campus Administrative Manual: [www.fs.uiuc.edu/cam](http://www.fs.uiuc.edu/cam)  
CAMPUS (Car Assistance Motorist Protection—a University Service)  
Program: 244-HELP (4357)  
Car Pool, Vehicle Reservations: 333-3910  
Card Access: 132 PPSB, MC-821; 244-9373  
Commissioning & Inspection: 244-5486  
Computer Sales:: Stores Sales Counter: 1609 S Oak, MC-662; 244-0139  
Computer Center at the Illini Union: 1401 W Green, U; 244-7938 or  
800-455-2365; [moc@uiuc.edu](mailto:moc@uiuc.edu)  
Construction Service Request (Minor Remodeling): 333-0340; on-line service  
request form: [www.fs.uiuc.edu/osr](http://www.fs.uiuc.edu/osr)  
Construction Services (Capital Projects): 333-1234  
Contractor prequalification (Capital Projects): 244-0338  
Copy Center locations: 134 Printing Main Quick Copy Center, 333-9350;  
[PrintingCustomerService@fs.uiuc.edu](mailto:PrintingCustomerService@fs.uiuc.edu)  
197 Bevier Hall Quick Copy Center, 333-7475; [fandspdbevier@fs.uiuc.edu](mailto:fandspdbevier@fs.uiuc.edu)  
143 English Quick Copy Center, 244-6885; [fandspdenglish@fs.uiuc.edu](mailto:fandspdenglish@fs.uiuc.edu)  
65 MEB Quick Copy Center, 244-6559; [fandspdmeb@fs.uiuc.edu](mailto:fandspdmeb@fs.uiuc.edu)  
Custodial Services: 203 Garage/Carpool, MC-821; 333-0340  
Customer Relations: 147 PPSB, MC-821; 265-6429; [crc@fs.uiuc.edu](mailto:crc@fs.uiuc.edu)  
Delivery/receiving: 1609 S Oak, C, MC-662; 714-5180, FAX 244-1790

Engineering & design services: 244-2865  
Environmental Compliance: 265-9828  
Ergonomics: 265-9828; [oshs@uiuc.edu](mailto:oshs@uiuc.edu)  
Financial services: 10 PPSB, MC-821; 333-1469  
Fire safety: 333-9711  
Food sanitation inspection: 333-1106  
Garage & vehicle services: 333-3912  
Grounds maintenance: 115 PPSB, MC-800; 244-0340  
Historic preservation: 265-6133; [www.fs.uiuc.edu/hpmp](http://www.fs.uiuc.edu/hpmp)  
Human resources support: 22 PPSB, MC-827; 333-4501  
Information technology services (Computer Help Desk): 244-6350;  
[fandssupportdesk@fs.uiuc.edu](mailto:fandssupportdesk@fs.uiuc.edu)  
Job Order Contracting (JOC): 265-8131  
Key shop: 110 PPSB, MC-829; 333-8790  
Landscape planning & design services: 244-0344  
Lease payment processing: 115MX1 PPSB, MC-800; 244-4918  
Campus Mail Distribution: 1611 S Oak, C; 265-6863  
Mailing (addressing, sorting, folding and preparation): Printing Bldg,  
54 E Gregory, C; 333-9350; [PrintingCustomerService@fs.uiuc.edu](mailto:PrintingCustomerService@fs.uiuc.edu)  
Maintenance service requests: 333-0340; on-line service request form:  
[www.fs.uiuc.edu/osr](http://www.fs.uiuc.edu/osr)  
Media contact: 147 PPSB, MC-821; 244-8692; [crc@fs.uiuc.edu](mailto:crc@fs.uiuc.edu)  
Medical surveillance program: 265-9818  
Moving services: 333-0340; on-line service request form:  
[www.fs.uiuc.edu/osr](http://www.fs.uiuc.edu/osr)  
Parking: 201 Public Safety Bldg, 1110 Springfield, U, MC-241; 333-3530;  
[ParkingComments@fs.uiuc.edu](mailto:ParkingComments@fs.uiuc.edu)  
Payroll: 136 PPSB, MC-821; 333-6480  
Pest & animal control: 333-0340; on-line service request form:  
[www.fs.uiuc.edu/osr](http://www.fs.uiuc.edu/osr)  
Planning, capital project: 244-8817  
Planning resources (maps, drawings, records): 117 PPSB, MC-821; 333-0923  
Printing: 54 E Gregory, C; 333-9350; [PrintingCustomerService@fs.uiuc.edu](mailto:PrintingCustomerService@fs.uiuc.edu)  
Project coordination (minor remodeling): 333-6065  
Project management (capital projects): 244-3290  
Property accounting & P-CARD: 155 PPSB, MC-820; 333-4767;  
[fsprocadmin@fs.uiuc.edu](mailto:fsprocadmin@fs.uiuc.edu)  
Public function support: 200C Garage/Car pool, MC-821; 333-1490  
Purchase order processing: 158 PPSB, MC-820; 244-4916; [fsprocur@fs.uiuc.edu](mailto:fsprocur@fs.uiuc.edu)  
Recycling & waste mgmt: 244-7283  
Safety & health, occupational: 265-9828; [oshs@uiuc.edu](mailto:oshs@uiuc.edu)  
Safety Coordinator F&S: 244-3222  
Service Office: 333-0340; on-line service request form: [www.fs.uiuc.edu/osr](http://www.fs.uiuc.edu/osr)  
Shops/trades safety: 244-6272  
Stores locations: Sales counter: 1609 S Oak, C, MC-662; 244-0139  
Computer Center at the Illini Union: 1401 W Green, U; 244-7938 or  
800-455-2365; [moc@uiuc.edu](mailto:moc@uiuc.edu)  
Beckman storeroom: 1730 Beckman, U, MC-251; 244-1080  
MRO Materials Store: 1609 S Oak, C, MC-662; Sales Counter: 333-4330  
Training programs, health & safety: 265-9828  
Transportation Demand Management: 333-2668; [fandscamprans@fs.edu](mailto:fandscamprans@fs.edu)  
Utilities, general info: 333-8484  
Utilities outage requests: 333-0340

[www.fs.uiuc.edu](http://www.fs.uiuc.edu)

**Facilities & Services**  
UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN