



May 29, 2014

For Immediate Release

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GEFI Building Update – May 29, 2014

Today's GEFI building update centers around the employee questions we answered today related to parking and mileage reimbursement, as well as critical work files and personal belongings in GEFI. An overview of the information we shared with employees is listed below.

Employees with Assigned GEFI Parking

- No one who has an assigned parking spot at GEFI will be charged for parking from Friday, May 16 through Monday, May 26. Today's paycheck included parking charges for May 4-May 15.
- If the employee's alternate location:
 - Does not charge for parking, the employee will not be charged for parking while working at that location.
 - Costs less than GEFI building, staff will pay the lower rate while working at that location.
 - Rate is the same or higher than GEFI parking, the employee will pay the GEFI rate, not the higher amount.
- Reimbursement for parking May 19-23: DOA is working with the insurance adjustor to see if the cost for parking at an alternate spot during that week (such as a parking ramp) will be covered by insurance. We believe this would only apply to those who have a GEFI parking spot and were displaced to a different parking location.
- When GEFI reopens, those who had assigned parking spots at GEFI before the fire will retain their spot.

Parking at Alternate Sites

- Employees are welcome to use parking at the alternate location if there are available parking spots. Employees will pay the rate that is charged at that location, which could range from \$0-145/month.
- If an employee does not want to use the parking at their alternate location and have made other parking arrangements, they will not be charged for parking they are not using.

Reimbursement for Mileage

Employees are not eligible for miles traveled to and from their alternate work location as these are considered routine commuting costs.

Critical Work Files / Personal Belongings

- The files marked CRITICAL that were boxed by employees from Friday, May 23 to Tuesday, May 27, are being cleaned and will be delivered as soon as possible.
- Any personal belongings or work files that were not packed before 5:00 p.m. on May 27 will be packed by the staff cleaning the building, and those boxes will be stored in a secure location. We have asked staff not to enter the GEFI building again without prior authorization. They will be able to pick up personal items at a future date.

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