



STATE UNIVERSITY OF NEW YORK AT ALBANY  
1400 Washington Avenue, Albany, N. Y. 12203

August 13, 1969

TO: Dr. Allan A. Kuusisto, President

SUBJECT: Progress Report No. 149

Effective 8 a.m. Friday August 8, 1969, we took possession of the Lecture Hall Center. This was done under Article 22 which provides for possession of the Facility prior to completion due to urgent requirements. Although the building is essentially complete architecturally there were still several serious incompletions particularly in the electrical work. Our possession of the building however, will not interfere with the rate of completion of this electrical work looking toward a more complete state by September 15. Even now we have complete lighting and most of the other essentials for general occupancy of the Facility.

Formal takeover of the building will occur after the building is 100% complete and may be several months from now.

Practically all furniture has arrived, all carpet has arrived and is now being installed. As of Wednesday, August 13 carpet is about one-half installed. We have received word that all seating has been fabricated and is in readiness to be shipped. We will advise the seating manufacture when this should take place and as early as possible when the laying of the carpet warrants. All keys to the building have been received and have been distributed to responsible personnel in the Lecture Center. Movement of furniture into the Facility is well under way. It is anticipated that all of these preparations will be completed comfortably before the Fall Semester.

Labeling and Numbering of all rooms has been completed, to facilitate the identification of rooms both for the installation of furniture and for subsequent occupation by students and faculty. Telephone communications system has been developed and conveyed to the New York Telephone Company. These telephones will be installed as required and will be phased so that full use of the communications system will be available for the beginning of the Fall Semester.

Chalkboard is installed as a part of the contractual work in all rooms except three of the 247 seat Halls. The erection of chalkboards in these halls, according to special specifications prescribed by Mathematics, has been delegated to the Plant Department which reports that this will be complete for the Fall Semester. All in all it appears as though this Facility will be in a higher state of readiness by September than several others that we have occupied under equally pressing circumstances.

Dr. Allan A. Kuusisto

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Upon completion of the furnishing and equipping of the building this Facility will be turned over entirely to Dr. Rowe for his operation. In the meantime however, it will be necessary for his office and the Plant Department, as well as this office to work in close harmony to ready the building for September.



Walter M. Tisdale  
Assistant to the President  
for Planning and Development

Cc: Dr. Robert Rowe  
Mr. John Buckhoff  
Dr. Milton Olson  
Dr. Earl Droessler  
Dr. Clifton C. Thorne