



# The Benjamin Harrison Herald



The GSA Bi-Monthly Newsletter for the Major General Emmett J. Bean Federal Center  
8899 East 56th Street, Indianapolis, Indiana 46249

## Building News and Information

### Building West Side Changes

Renovations are proceeding for the Military Entrance Processing Station (MEPS) office located on the building's west side. A canopy is being added to cover the entry sidewalks. A "MEPS" sign is also under construction at the west parking lot entry off of Herbert Lord Road to assist visitors with locating the office.



(Pictured above: MEPS entry canopy under construction)

### EJB Golf League Final

The inaugural EJB golf league season came to a close on September 25. The final event featured a championship playoff between the top two finishing teams. Unfortunately, the weather did not cooperate and the championship ended in a rainout with co-champion teams declared for this year. The two teams consisted of Norm Ott / Audrey Eckhart and Phil Tincher / Mike Boswell. All

four players are DFAS employees and will jointly hold the EJB Golf League perpetual champions plaque for the coming year.

The league committee congratulates both teams and extends a thank you to all of the 44 players who participated this year. The committee has started planning for the next season, set to begin in May.

### Tenant Relations Committee (TRC) Meeting

The TRC will next meet on Wednesday, December 5, at 9:30 a.m. in conference room 111D. TRC members may submit agenda items prior to the meeting.

### EJB Veterans Open House

The Military/Veterans Coalition of Indiana, will hold a benefits and information open house for veterans at EJB on Saturday, November 17.

The building will open to welcome military veterans to numerous table displays featuring vendors, veteran service providers, and active organizations who support veterans' affairs. Seminars will be held and a lunch served by the building cafeteria.

The Military/Veterans Coalition of Indiana held this event last November at the building. Employees working in the building on this date should be prepared to find the first

floor center hallway by the cafeteria occupied for this event. The cafeteria will be open that day to serve only attendees and participants of the open house. Building employees may use the C- Store.

### Parking

There have been several previous newsletter articles and much discussion concerning building parking. GSA continues to plan and coordinate with the City for the use and development of the City parking lots. A plan for the near future has been coordinated to pave the gravel lot south of the building. Building tenants should note that when parked off property, questions and concerns will be directed by GSA and FPS to the appropriate City agencies.

### Where to Find the Newsletter

The Benjamin Harrison Herald newsletter is available online. The current newsletter, along with pre-  
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## HERE TO SERVE YOU

**Tommy Love** Property Manager  
Phone number 510-2169  
**Service calls** 510-3009  
**Housekeeping** 510-3009  
**Conference Room Reservations**  
Phone number 510-2169

**Kirk Bireley** FPS Inspector  
Phone number 226-5366  
**Building Security** 510-2176

**In case of EMERGENCY**  
Phone number 510-1111

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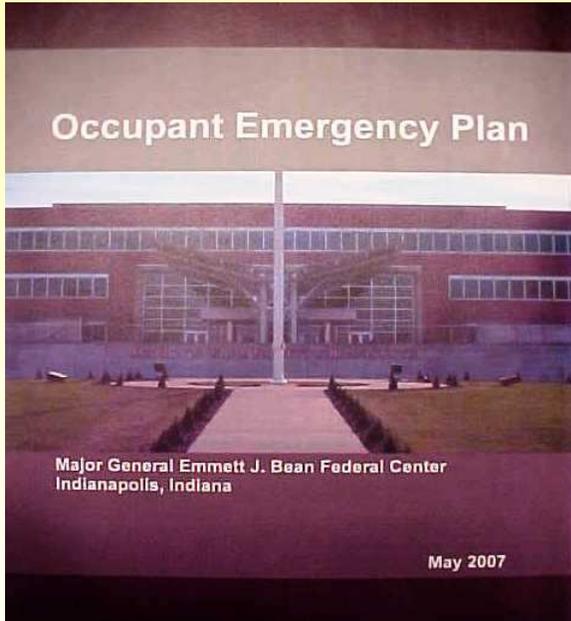
vious editions, is posted on the GSA website for EJB. The webpage can be found by searching for the Emmett J. Bean Building at www.gsa.gov.

### Security and Safety Matters

#### Do You Know Your Emergency Zone?

During building evacuation situations, it is extremely important that you know your zone, as referenced in the Occupant Emergency Plan (OEP). Knowing your zone will assist Emergency Response Team (ERT) members with accountability and eliminate confusion during the evacuation process. Please refer to the OEP for building evacuation diagrams. You will need to locate your specific work area, and note your exiting procedures and gathering points. Any questions pertaining to the evacuation process or the OEP should be forwarded to your zone ERT member.

(Pictured below: OEP cover page)



#### Annual Fire Drill

A fire drill was held on October 31 at EJB. This is an annual requirement for GSA owned facilities. All personnel evacuated the building in under 12 minutes. The drill also allowed the Emergency Response Team (ERT) to practice the building evacuation and accountability procedures.

#### Building Security Meeting

The Building Security Council (BSC) meeting scheduled for October 17 was canceled. The council will reconvene on January 9.

### Bean Building Projects

#### GSA Projects Completed in Sept – October

- All renovations planned for the daycare facility are now complete. The building interior and exterior were painted, drainage lines were installed under the main playground, sunshades and new equipment with rubber mulch were installed, and the front entrance received new landscaping.

(Pictured below: Daycare entrance landscaping)



- New silk plants were installed in the south entrance vestibule. Replacement items such as trash cans and bulletin boards are being ordered to further enhance this area.
- The southeast ramp terrazzo floors were refinished and the cove base painted.
- Winter foliage was planted in the flower beds.



(Pictured above: Winter kale, north planters)

#### GSA Projects Planned for Nov - December

- GW will power wash the west courtyard patio.
- Furniture delivery for the north lobby is expected soon. The new furniture will consist of cloth sofas and love seats to replace the existing blue chairs. The lobby area will offer a relaxing place for employ-

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ees to take short breaks or hold small team meetings away from the normal office environment.

- A contract was awarded to replace the sinks and faucets in the basement restrooms adjacent to the DFAS warehouse.

- Drivers will have noticed by now that the parking lots were relined and marked in October. The project also included painting the curbs along the north and south entrances. With the fresh new paint enhancing visibility, one can hope this will improve employee parking habits.

(Pictured below: Painted ADA parking lot markings)



- A contract solicitation is in process to repair the parking lot potholes and cracks. An award is expected in early November in order to complete repairs before winter.

- Funding is expected in November to begin solicitation for repairs to the south sidewalks and curbs which extend south away from the building.

- A project is being developed to install synthetic field turf on the daycare playgrounds. The turf is the same material used in professional stadiums and offers a durable, yet child friendly surface.

- New carpet has been ordered to replace the existing carpet in the four passenger elevators.

- A pre-design meeting is scheduled on November 8, with Unicor 2/90 Sign Systems. Unicor 2/90 was recently awarded a GSA contract to design a directory and way finding system for the building. After the design is completed, GSA will purchase and install directory boards in the building lobbies and hallways.

## Did You Know?

### Public Use Permits

All flyers, brochures, posters, etc. that are event and/or news related in nature need to have an approved

permit (GSA form 3453) before being posted. There are two public use bulletin boards within the building on the first floor where this type of information may be posted. Approved information may also be placed on easels in the north and south lobbies. To the extent permitted by law, the GSA Property Manager has the authority to deny a permit application based on the Federal Management Regulations if the proposed use:

1. Is a commercial activity
2. Interferes with access to the public area
3. Disrupts official Government business
4. Interferes with approved uses of the property of the tenants or the public
5. Damages Government property
6. Is intended to influence or impede any pending judicial proceeding
7. Is obscene within meaning of Obscenity in 18 U.S.C. 1461-65
8. Is a political fund-raising activity or for political solicitation of funds
9. Is being conducted with a permit issued in response to an intentionally false, incomplete or misleading permit application.

While GSA makes every effort to encourage the public use of space in Federal Buildings, individual GSA Property Managers reserve the right to: set aside certain time periods for official Government business; set aside certain time periods for maintenance, construction or repair; or allow a previous approved use for official Government business. Permits for the use of public space may be obtained in the GSA Property Management Office at the north entrance of the building.

## Mark Your Calendar!

**Nov 12—Veterans Day  
(Building closed)**

**Nov 22-Thanksgiving Day  
(Building closed)**

**Dec 25-Christmas Day  
(Building closed)**