

**From:** [Cynthia Alexander](#)  
**To:** [Mark Lawson](#)  
**Cc:** [Marty Nance](#); [Regina S. Travis](#); [Shannon McGhee](#); [Cynthia Alexander](#)  
**Subject:** RE: Draft Cleaning Plan Request  
**Date:** Wednesday, August 5, 2020 2:32:00 PM

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Everyone – please red-line your comments to this notice. We would like to send it out this afternoon. Cynthia Robinson Alexander

As you are aware, Corvias, the P3 Concessionaire, has significantly reduced P3 staff levels including not having any custodial staff servicing your P3 housing facilities. We were also informed this week by Corvias that the cleaning services they customarily provide for our P3 facilities will not be at a level to meet the COVID-19 cleaning protocols recommended by the CDC and the Georgia Department of Public Health.

Given these recent decisions by Corvias, we are requesting that you develop and implement a Custodial Cleaning Plan that includes COVID cleaning for your P3 housing facilities. The level of services provided should be consistent with the protocol and cleaning provided for all facilities including housing located on your campus. Based on what is most efficient and cost effective for your campus, you may choose to hire staff, utilize existing staff and/or contract with vendors to provide these services. Your P3 Custodial Cleaning Plan should include an estimate costs for this service inclusive of staff, vendors and cleaning supplies. In addition, we ask that you track all expenses associated with providing this service.

The entire USO/BOR Finance team is available to assist you and your team with this request in whatever manner you deem beneficial. We ask that you submit your plan and estimated budget to our office for final approval no later than Wednesday, August 12<sup>th</sup>.

As always, I am available to answer any additional questions you may have.

*Cynthia Robinson Alexander, J.D., MCRP.*  
*Executive Finance Director*

Board of Regents, University System of Georgia  
Office of Strategy and Fiscal Affairs - Finance

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**From:** Mark Lawson <Mark.Lawson@usg.edu>  
**Sent:** Wednesday, August 5, 2020 1:43 PM  
**To:** Cynthia Alexander <Cynthia.Alexander@usg.edu>  
**Cc:** Marty Nance <Marty.Nance@usg.edu>  
**Subject:** Re: Draft Cleaning Plan Request

Cynthia,

Please see draft email.

Corvias submitted on August 3, 2020 notification that they will not be meeting the COVID-19 cleaning protocols recommended by the CDC and the Georgia Department of Public Health. In addition, Corvias has reduced staffing levels significantly and plan not to have any custodial staff.

Given these issues, we are requesting the P3 campuses develop a Custodial Cleaning Plan and COVID Cleaning Plan for all P3 buildings. The cleaning plans should include cost for staff or vendor and cleaning supplies. Campuses can choose to hire staff or vendors to provide these services based on what is most efficient and cost effective for the campus. The plan should also include a process to track all cleaning expenses and quality control associated with P3 Housing.

Please submit to the BOR a plan and estimated budget for review and approval. As soon as possible, but no later than Wednesday, August 12, 2020. Thanks.

J. Mark Lawson

404-962-3245