

**Memorandum of Understanding
Between
U.S. Department of Housing and Urban Development
And
American Federation of Government Employees, Local 476**

SUBJECT: Modification of space in the Office of Policy Development and Research (PD&R) pursuant to resolution of the Union's Unfair Labor Practice Charge.

SCOPE: The scope of this Memorandum of Understanding (MOU) is the identification of the changes to be made to PD&R space and the impact and implementation of those changes on staff.

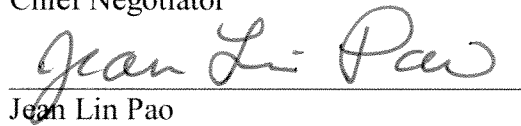
1. **Teaming Rooms:** Management agrees to construct telephone/teaming rooms in rooms 8208, 8212 and 8222. Teaming rooms will be 8x12 feet, or a minimum of 8x8 feet, and contain a telephone, a PC with a LAN connection and suitable furniture. A final decision on constructing a telephone/teaming room in 8126 will be determined through discussions between management and the bargaining unit. Such discussions will be held within one week of the execution of this MOU.
2. **Sound Attenuation:** Management agrees to improve sound control in conference rooms and division suites, by various means, including (a) sealing, where feasible without impacting air flow or other mechanical systems, open passages in ceilings that transmit noise between suites and conference rooms, and (b) covering portions of the drywall in conference rooms with sound-absorbing material. In the interest of cost estimation, the union agrees to identify the specific locations for the installation of sound-absorbing material.
3. **Work Station Realignment:** Management agrees, to the extent feasible, to realign systems furniture module entrances so that they are not directly opposite each other.
4. **Cost:** The Parties agree that cost of the space modifications which are the subject of this MOU shall not exceed \$230,000.
5. **Miscellaneous:** The union agrees that the following space related matters are not part of this MOU beyond management's intent to consider them. .
 - Rationalizing cube locations/space. (re-uniting divisions, repositioning cubes for convenience: specifically in RUD, OEA and OUP).

- Return of room 8140 to a conference room configuration, available for use by all of PD&R.
- Upgrading undersized cubes for contractors to standard 8x8 cubes so that they can be used by federal employees.
- Furniture modifications (narrower tables) to make the small conference rooms more usable.
- Accommodating all members of divisions in the same suite, where possible.
- Move all supply cabinets into DAS suites to free up space in division (would have the side benefit of centralizing ordering and avoiding duplication).
- Bring cubicle spaces into compliance with the ADA.
- RUD and the DAS suite in Policy Development would like a pane of glass in the manager's interior wall to improve light for the rest of the office.

For Management:

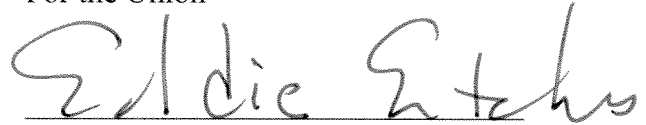


Norman Mesewicz
Chief Negotiator

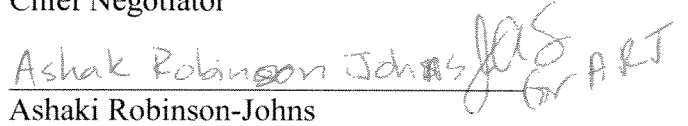


Jean Lin Pao
General Deputy Assistant Secretary
Office of Policy Development and Research

For the Union



Eddie Eitches
Chief Negotiator

 JAS or ART

Ashaki Robinson-Johns



LaShawn Peasant



Jennifer Stoloff

4 August 2011
Date