



Very Reverend Daniel B. Carson

Vicar General and Moderator of the Curia

Dear Brother Priest,

I hope this update finds you all doing well and healthy and I hope you have a blessed and restful 4th of July weekend. I write today to provide you with updates and will continue to share with you information as needed.

HVAC Replacement at the Pastoral Center

The Pastoral Center is beginning a project that will require all staff to vacate the building while the heating, ventilation and air conditioning (HVAC) system is replaced. The building is currently heated by a seventy-year old steam system. A separate cooling and ventilation system was added in 1982 when the Archdiocese purchased the building. The current cooling system requires the renting of an external chiller as the original chillers have not functioned for several years. These systems have far exceeded their useful life, have required expensive repairs, and need to be replaced. A new energy efficient HVAC system for the building will be installed requiring closing the building during most of the project.

All staff will be out of the Pastoral Center beginning July 2. We expect to be back to full in-person staff operations at the Pastoral Center in the 1st quarter of 2022. All offices will be fully functioning in support of our parishes, schools and clergy throughout the duration of the HVAC project.

I write to you today to inform you of the interim plan of Pastoral Center operations during this period of time.

Cardinal Gregory's office has been moved to the lower level of the Saint John Paul II Seminary for the duration of the project and is fully operational.

We have secured an alternate Pastoral Center site on the campus of The Catholic University of America by creating office space in the Quinn Dormitory (which is not being occupied by students during the next school year). The Office of the Moderator of the Curia, Ministerial Leadership, Catholic Schools, Human Resources, and Legal will have full operations at the CUA site and other departments will be operating in a hybrid of in-person and remote. The Department of Pastoral Ministry and Social Concerns will have full operations at the Pope Francis Center on the campus of Saint Mary Parish, Landover Hills. We will begin to move into Quinn by July 15 with all offices at Quinn by August 6.

July 1, 2021 1:28 pm

All of our office phone numbers, e-mail and computer systems of the Pastoral Center will be fully functional during this time frame, with the exception of a few days when the HVAC project is working in particular areas of the Pastoral Center that require a full system outage. This includes the phone system to be not functioning fully from July 16 – July 26. When calls are placed to staff during these few days, an operator will answer all calls and deliver messages as needed. It is also suggested that for these few days, you use email to communicate with staff. We will send a reminder when this date draws closer.

USPS mail can continue to be sent to the Pastoral Center's post office box address of P.O. Box 29260, Washington, DC 20017-0260. Items to be delivered by a courier, or FedEx, can be delivered to the rear door of the Pastoral Center. Items to be dropped off in person, beginning August 6, can be dropped off at the Quinn Dormitory on the campus of CUA.

I will keep you updated as needed on operations as we move forward. Should you have any questions concerning this you may reach out to Terry Farrell at farrellt@adw.org.

Remind the Faithful of Information on the Website

The archdiocesan website is updated regularly. Please see adw.org/coronavirus for information related to the coronavirus, adw.org/live-streamed-masses-and-prayers/ for a listing of live stream Masses and prayers, and cathstan.org and elpreg.org for the *Catholic Standard* and the Spanish-language *El Pregonero* newspapers.

As always, should you have questions or need assistance from my office and the Pastoral Center, please let us know.

With gratitude for your priestly ministry, I am
Sincerely in Christ,
Very Reverend Daniel B. Carson
Vicar General and Moderator of the Curia