**Facilities Services Newsletter**
**Spring Break Issue**

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**Furniture Sale Extravaganza!**

Facilities Services will hold our “biggest-ever” furniture sale in Nelson Arena during spring break. We have hoed out every last barn, warehouse, and storage space. There will be furniture, equipment, appliances, and a number of “white elephants” in the offerings. Sale date and times:

- **Thursday, March 29, 2007** 10:00 - 6:00  Open to College faculty & staff only.
- **Friday, March 30, 2007** 10:00 - 5:00  Open to faculty/staff and general public.
- **Saturday, March 31, 2007** 8:00 - 3:00  Open to faculty/staff and general public.

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**A Little Reorganization**

Our General Services team, responsible for event set-ups and deliveries of all sorts, has joined forces with our Custodial Services division. Given that the tasks performed by both are oft times working in tandem or even overlapping, this seemed a “best fit” arrangement for improving the coordination of efforts and serving the needs of the campus most efficiently. In fact, General Services’ tasks at many of our peer institutions reside in the realm of the custodial department, rather than “the trades” sector. The General Services team will report to Supervisor of Waste Management/Custodial Services, Melissa Beckwith.

The Receiving Office/Stock Room operation is now managed by Custodial Supervisor Kelly Trayah, who has been responsible for ordering mass quantities of custodial supplies for some time now (including our toilet paper, so you will want to be friendly with Kelly). Day to day operations continue to be performed by receiving wizard and 25 Year Club member, Bob Preseau. Receiving inquiries may be made directly to Bob (x5073) or Kelly (x5474).

Remember, for the most effective service, requests for event set-ups should be processed through the Event Scheduling Office (x2885) or other appropriate scheduler. Requests for all other services should be placed through our Customer Service desk (x5472, email facmanag@middlebury.edu, or place a web request through “Online Forms” at http://www.middlebury.edu/administration/fs/). Please refrain from requesting services directly through our staff.

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**Campus Master Plan Open Forum**

The second all-campus open forum on the status of the master plan is scheduled for Monday, April 9th from 12:00-2:00 p.m. in Dana Auditorium. The master plan is a comprehensive plan to guide the long-term physical development of our campus. Review and revision of the master plan began in spring of 2006.
Projects:

While much of the student body is off to southern latitudes for a much needed dose of vitamin D, we commence with a flurry of activity. Whenever possible we schedule our more disruptive projects during breaks when campus occupancy is at its lowest, to minimize disruption to the greater community.

Axinn Center – An important tool to manage and measure the schedule for construction projects is the “Critical Path Method” (CPM). The critical path is a series of individual tasks that determine the finish date for a construction project. Should an item on the critical path fall behind, the completion date of the project will be extended unless corrective action is taken.

Due to previously undiscovered structural conditions in the original Starr Library, the start date for erecting steel for the east wing was delayed by three weeks. In order to bring the critical path back on schedule, the time allotted for steel erection was reduced by 30 days. The steel contractor agreed to increase his manpower in order to meet this deadline. Scheduled for completion on March 30th, east wing steel erection remains on the critical path, keeping the Axinn project on schedule.

In the coming months, the temporary plastic enclosure on the west wing will be removed. The enclosure was provided to allow the area to be heated for the installation of the stone facade. Copper roofing on the west wing will be completed by the end of this month, and the roofers will move on to the original Starr Library and then to the east wing.

132 Blinn Lane – With the exception of landscaping activities to be completed later this spring, the new Brainerd Commons house is complete. Commons heads Robert and Marita Schine moved in during late February, and are already hosting events in their new home.

Bread Loaf – Homer Noble foundation walls are complete, and preparations are being made to reconnect plumbing and electrical systems before the house is opened for use June. Birch house is being lifted from its foundation and excavated beneath, so that a new concrete foundation can be poured when the weather warms. Birch is also scheduled to be back on line in June.

Chellis House – Refinishing the floor in the Alison Fraker Reading Room.
**Hillcrest** – Work proceeds nearly on schedule, affected in part by February's storms. In this phase of the project, workers of various trades are climbing all over each other as multiple tasks occur simultaneously. Interior finish work in progress includes:

- painting of offices
- wood floor installation and refinishing of existing wood floors
- slate floor installation in the lobby
- tiling in restrooms
- elevator installation

Furniture for Hillcrest has been selected with an emphasis on using sustainable or recyclable materials, and local craftsmen and manufacturers. Sustainability Coordinator Jack Byrne and Furnishings Specialist Julie Hoyenski visited Cotswold Furniture Makers in Whiting to witness assembly of some of these furnishings. Cotswold will be providing study tables, chairs, and occasional tables for the lounge and common spaces. All pieces will be made of Forest Stewardship Council (FSC) certified maple (sustainably harvested) with a water based finish. To reduce lumber waste, we agreed to use wood with color irregularities traditionally rejected by most manufacturers and customers. Color irregularities are referred to by wood aficionados as “character wood.”

**Forest Hall** – Bathtubs will be removed from four bathrooms on the second and third floors of Forest center. Double sinks will be installed in their place.

**Gifford** – Repair of epoxy flooring in several bathrooms.

**Hadley House** – The front vestibule will be replaced and exterior drainage improved during the first two weeks of April.

**Hadley, Milliken, Kelly, Lang** – Painting common areas.

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**Kenyon** – Repair of epoxy flooring in the Sports Medicine facility.

**McCullough** – Painting the lounge outside the social space.

**McCardell Bicentennial Hall** – Classrooms 311 and 417 will be upgraded with “smart classroom” technology.

**Ross Commons** – Repairs to the handicap accessible ramp.

**Sunderland** – Painting two new offices.
Carpet and/or rubber flooring replacement –
- Ross Dining Hall, under the vending machine by the stairs
- Entrances beneath the Ross connector (between the dining hall & Ross Towers)
- Carpet in one of the Ross Tower suites
- Stair treads in the east stairs, third to fourth level in Milliken
- New offices in Sunderland
- Common spaces of the Registrar’s area in Forest

Trivia:
This is a first folks - a double header! We have had two-time winners before, but never twice consecutively. Thomas Saylor Muhlhausen ’10 of Cook Commons was our December trivia winner, and has also bagged the February prize (there was no January newsletter). We asked how many pounds of food waste have been hauled to our compost facility since the College began food waste composting in March of 1993. Thomas “crunched the numbers” and submitted a guess of 8.4 million pounds. We have in fact composted 7,999,204 pounds of food waste. Just under 8 million pounds (or 4,000 tons) have been diverted from the landfill.

Facilities Green Bits:
Did you know that compact fluorescent bulbs are a “Regulated Waste,” not just here at the College but throughout Vermont? Because they contain mercury, fluorescent bulbs need to be disposed of properly. Bulbs in College fixtures should be changed by an Electrician or Custodian trained in proper handling and disposal. Bulbs from personal lamps (student rooms) or ones generated from your home can be taken free of charge to Ben Franklin or Martin's Hardware in Middlebury. More information about this program can be viewed at [http://www.mercvt.org/dispose/lamprecycleproject.htm](http://www.mercvt.org/dispose/lamprecycleproject.htm). It is important to handle all fluorescent bulbs in a manner that will prevent breakage.

March Trivia Question: How many Facilities staff labor hours were devoted to snow removal for the three day period of February 14-16 as a result of the Valentine’s Day blizzard?

All Facilities staff members accounted for after the Valentine’s Day blizzard… except one?

Questions about the information provided, and trivia submissions may be directed to hoyenski@middlebury.edu.

*Trivia contest winners receive a $5.00 gift certificate to The Grille. Facilities Services staff members are ineligible to participate in the trivia contest.*