

Facilities Services Newsletter

May 2010



Prioritizing Service Requests & Managing Lead Times

Just a reminder... Things are not “business as usual” for Facilities Services since recent staff and budget reductions. Service requests are now evaluated according to **relevance to the academic mission** and/or **necessity for primary maintenance** of campus facilities. Please consider this before placing your service request.

A decreased labor force also limits our ability to respond on short notice, so we may sometimes need to deny service requests that are submitted with inadequate lead time. We need as much advance notice as possible to plan for anything beyond routine and customary services. Guaranteed event set-up support requires a minimum of 7 days notice of your needs. Your consideration in this regard is much appreciated.

PlantMyPhone

The PlantMyPhone Campus Challenge displays have been distributed. You will find them in:

- Allen, Atwater Commons Office
- Battell, Wonnacott and Cook Commons Offices (2)
- Kenyon, Circulation Desk
- Ross/LaForce, Ross Commons Office
- Library, Circulation Desk
- McCullough, Mailroom
- Service Building, Stockroom
- Stewart, Brainerd Commons Office
- Proctor, Bookstore

A graphic with a light blue background and green sunburst rays. The text "Turn Your Old Phone" is in brown, and "Into New Trees" is in green.

Donating your old cell phone raises funds to plant trees to mitigate climate change, supports Middlebury in the [Campus Challenge](#) competition, AND enters you in a chance to *win \$1,000! At press time, Middlebury College was in third place among a field of twelve. We have thus far donated 24 phones, the proceeds from which will fund the planting of 24 trees!

**To be entered in the drawing you must follow the instructions on the mailing bag and register online.*

Dorm Clean-out Drop Zones

This year metal containers have been provided near larger dorms for collection of reusable items like furniture, rugs, appliances, lamps, bikes, loft materials, etc. Large collection boxes can be found at Atwater Residence Halls, Battell, Chateau, Gifford, Hepburn, Hadley/Milliken/Kelly/Lang, Pearsons, and Stewart.

For a listing of *all* drop zone locations and details on where to dispose of other items (books, dishware, hazardous, visit our [web site](#).

Recycling – a Bin’s-eye View

Look familiar? This is more or less what you’ll find at your friendly local waste station in any dorm, office, or academic building. Sometimes feel a little nervous as you approach those bins? Well... so can they! The following scene is a dramatization of actual events.



Paper: “OMG! Here comes *another* one. What’s that, a paper bag? Chock full of who knows *what*. Will she bother to sort it?”

Trash: “Probably won’t even *read* the signs. I may as well open wide... *Man*, am I getting full.”

Glass/Metal/Plastic (GMP): “There’s a soda bottle! Take off the cap, lady. C’mon... take off the cap...”

Compost: “*Feed* me!”

Thankfully, very few of our bins suffer from anxiety disorder today. Detailed signage, and probably a little peer pressure among us humans, has made for many happy, well adjusted bins. How can you tell a happy bin when you see one? Take a peek inside.



Trash



Compost



Paper



Glass/Metal/Plastic

But, seriously... Some of us are doing a better job at this than others. When we *don’t* bother to sort our trash and recyclables well, it makes for a rather nasty and cumbersome job for the folks working in the MRF.

If we’re doing our part, the trash bin should be the least full of the bunch. The compost bin is an elective option for areas where people are willing and might generate enough material to make it worthwhile. It should contain nothing but food waste. The happy paper bin will have only clean dry paper and cardboard products (no food wrappers please). The GMP bin is pretty self explanatory, although some restrictions apply; please read the bottom line on the bin sign. The astute observer will note that the GMP bin pictured above may be at risk for relapse, due to caps left on some of the beverage containers. Please remove all lids and caps. They’re not recyclable, and having to remove thousands of caps themselves puts our MRF workers at risk for carpal tunnel syndrome.

Why are we asking you to take your own trash & recycling to the waste station and sort it yourself?

- Given the Facilities Services staff reductions, we are optimistic that shifting this responsibility to its source (you) will reduce our workload just a bit, *and* engender a greater degree of awareness of the waste we create.
- That “front end” sorting at its source makes for much more pleasant (and less labor intensive) work in the MRF. Just imagine what fun it is (NOT) for a MRF worker to stick their hands in a bag full of mixed waste.

- Hello? Middlebury has gone to great lengths to develop its “green” reputation. Shouldn’t we all be supporting that?
- We take great pride in our 65% diversion rate. We can’t maintain that without your help!

Projects:

Adirondack House – Improvements were made to three offices on the 2nd floor of the Coltrane wing, where the Davis United World Scholars Program has relocated.

Bread Loaf – ADA compliant ramps are being built for the Inn and Barn, and ADA accessible restrooms constructed in The Inn and Birch. This work will be completed by the end of May.

152 College Street (Addison House) – Converting from “community care” residential use to office space for College Communications, pending approval from the Town of Middlebury.

FIC – Construction began in April to convert FIC kitchen to a laundry facility for College linen, replacing the smaller laundry room in LaForce Hall. The larger facility will enable the College to launder our own linens (provided for Commencement, Reunion & Language School), a task previously outsourced at considerable expense. The facility is expected to be operational in time for Commencement; and we have over 6 tons of linen ready and waiting!

Hadley/Milliken/Kelly/Lang – Work has begun on the installation of a carbon monoxide detection system, and upgrade of the fire alarm system. This will continue throughout the summer.

Basketball Court – Resurfacing of the Hadley basketball court is was completed, with most funding coming from parents and students.

Kirk Alumni Center – The driveway canopy at the main entrance was seriously damaged in an encounter with a (non Midd) food service delivery truck. Reconstruction will begin over the summer.

Mahaney Center for the Arts – Implementing energy saving upgrades to the control systems for air handling equipment that supplies the Music Library and Dance areas, as identified by an energy study performed by van Zelm Engineers. This work will span approximately three months, during which time you may see us working in the Music Library and Dance areas. We will endeavor to minimize inconvenience occupants as little as possible. There will also be upgrades to the lighting in the dance theatre.

Main Quad – Additional seeding and grounds maintenance will complete last summer’s water main replacement and have the quad looking spiffy for Commencement.

Masonry – Repairs are planned for various locations this summer including retaining walls near Hadley/Milliken/Kelly/Lang and Bicentennial Hall, and the marble steps at Deanery.

Meeker/Munford – Will be converted from offices to student housing for fall 2010. These projects are currently in the design phase.

Old Chapel Board Room – Acoustic and AV improvements to facilitate long-distance teleconferencing are scheduled for June and July.

Office Moves – We’ve got a ton of them! In addition to the typical summer migration of faculty, we have many staff moving to accommodate increased student enrollment. If you are one of the many on the move, please help us by being completely packed and ready on your scheduled move date. A delayed move affects not only Facilities Services, but your colleagues who are part of the same domino effect.

Town Bridge – Road and bridge work continues. Cross Street and Franklin Streets are closed to through traffic and will likely remain so through the month of May. Utility work (sewer and storm drain) continues on Academy Street. Sewer tie-ins have been completed in both Twilight and The Mill.

Voter – Second floor offices will be converted to student rooms for fall 2010.

Green Bits

EPA Environmental Merit Award

Senator Bernie Sanders recently sent letters of congratulations to staff involved in helping Middlebury College win a 2010 [RecycleMania](#) award in the category of “Food Service Organics” recycling, resulting in the New England Office of the U.S. Environmental Protection Agency (EPA) selecting Middlebury as one of five New England RecycleMania winners to receive an Environmental Merit Award in recognition of exceptional work and commitment to the environment. Go Midd recycling!



Your friendly local Drop Zone container.

Questions about content may be directed to hoyenski@middlebury.edu.

Find past issues of the Facilities Services newsletter at:

<http://www.middlebury.edu/offices/business/facilities/news/newsarch>