

BENNINGTON COLLEGE  
Bennington, VT 05201

January 4, 1985

REPORT TO THE TRUSTEES' BUILDINGS AND GROUNDS COMMITTEE

From: Paul Renzi, Director of Auxiliary Services

Attached is the January 1, 1984 report, "Physical Plan--An Overview," to the Buildings and Grounds Committee of the Board of Trustees. It addressed the needs of the Physical Plant on a day to day basis in order for us to function in an efficient manner and provide the services to the Community that are necessary during the year.

In July, the budget (excluding Capital and Major Repairs) increased from \$1,414,000 to \$1,443,000. Utilities had to be increased by \$59,000 and with the addition of the Purchasing Department, the Administrative Budget was increased by \$39,000. We were able to keep the overall increase in the budget down to \$29,000 by decreasing the Departmental Budget by \$69,000. The result was:

1. The work force was reduced by one full-time Security Officer, two Housekeepers, one Electrician, one Plumber and two Groundsmen. (A total of seven employees.)
2. The entire work force was reduced from a work week of 40 hours to a work week of 37-1/2 hours.
3. The supply and material budget for the Crafts was severely reduced.

The resulting effect is that the campus will not likely be as well maintained as it was a year ago.

A critical issue is the question of deferred maintenance. Lack of funding has caused a massive buildup of deferred maintenance, the most striking of which is the steam lines. Also of critical importance, as has been reported to you by the Community Life Committee, is the deplorable state of furnishings in the Student Houses [see Appendix B].

I propose that we undertake a Needs Assment Study of the Campus. This is an extended survey addressing the physical needs and the condition of the campus, made by a consulting engineer. With this information, we could begin to prioritize our needs and properly allocate our limited resources. We desparately need to prioritize repairs and along with a Needs Assessment Study, acquire a Preventative Maintenance Program. A Needs Assessment Study will cost approximately \$30,000.

In order to accomplish this, we propose the following:

1. Hire an additional electrician -- \$18,600 annually
2. Increase the Housekeeping Department by two employees--\$26,800
3. Increase the Grounds Department by one part-time Driver/Stockman  
--\$9,295

I realize that we cannot re-employ all seven employees at one time. But a gradual increase should be possible when it is cost effective. I fully understand the budgetary restraints you must impose, but let me respectfully say that if we do not begin long-range planning in the Physical Plant, the cost of major repairs will continue to escalate.

1/25/84

#### 4 THE CHRONICLE OF HIGHER EDUCATION

## College Buildings Said to Need At Least \$40-Billion in Repairs

WASHINGTON

College and university buildings and equipment are deteriorating and few institutions are prepared to pay the cost of fixing or replacing them, says the author of a forthcoming book, *Crumbling Academe*.

The author, Harvey H. Kaiser, vice-president for facilities administration at Syracuse University, estimates the total cost of needed repairs or replacement on American campuses at \$40-billion to \$50-billion.

Mr. Kaiser said in an interview here that the situation had not improved since a survey by the Department of Education in 1973 found that 20 per cent of campus buildings, utilities, and other facilities were in need of repair or replacement.

When budgets for faculty salaries or student aid are threatened, faculty and student groups rally to demonstrate their concern, he said, "but who speaks up for the buildings that are crumbling?"

The deteriorating buildings are a liability that doesn't show up on an institution's balance sheet, but nonetheless has "destructive effects on the academic enterprise," he said.

The problem of neglected maintenance and replacement may be larger than anyone recognizes, Mr. Kaiser said, because many institutions are reluctant to admit that their buildings are in poor condition.

Partly that's a matter of trying to maintain an attractive public image, but it's also a result of worry about being sued for injuries caused by deteriorating facilities, he said.

Mr. Kaiser cited two reasons for increasing deterioration and obsolescence of campus facilities:

► Budget restrictions imposed during the recent years of high infla-

tion followed by economic recession forced the postponement of many needed projects for repair and replacement.

► Campus buildings that were built in the rush to keep up with rapidly growing enrollments in the early 1960's—some of them built with more emphasis on fast, economical construction than on durability—are now 20 years old. Roofs, for instance, generally do not last longer than 20 years.

"So you have a whole cycle of what most campuses think of as their 'new buildings' developing problems," Mr. Kaiser said.

The problem of deteriorating facilities is a continuing one, he said, but only a few institutions are starting to include funds for renewal and replacement in their yearly operating budgets. For that purpose, he recommends that colleges and universities set aside each year an amount equal to 1.5 to 3 per cent of the total replacement value of their buildings, equipment, and other facilities.

"If we allow the facilities to crumble, the institutions will have difficulty sustaining their mission," he said.

Mr. Kaiser's book is an outgrowth of studies by the Association of Governing Boards of Universities and Colleges, the National Association of College and University Business Officers, and the Association of Physical Plant Administrators of Universities and Colleges.

*Crumbling Academe* is expected to be available in March from the Association of Governing Boards, Suite 400, One Dupont Circle, N.W., Washington 20036. The price will be \$10.95 for A.G.B. members and \$16.95 for nonmembers.

—JACK MAGARRELL

BUILDING AND GROUNDS

REPORT 1984

APRIL BOARD MEETING



### Trustee Report

1. We have successfully negotiated a new contract with our Union employees that establishes entry level wage rates, reduces fringe benefit costs, and clearly establishes the right to manage the facility.
2. The new student houses are in the process of being repaired (structural damage). We are currently repairing the damage caused by the water penetration. We will refurbish the livingroom areas and complete the project during the summer.
3. There are approximately 1000 feet of steam lines that still need replacement. This system is deteriorating, but tests indicate that we can go another heating season without committing further funds to this project. The approximate cost is \$1,000 dollars per foot. This is an area where we will apply for an Energy Grant for assistance.
4. The Energy Grant application for the Commons has been filed.
5. The fire alarm system in the student houses has been upgraded and is working properly.
6. The emergency repairs that were requested during the January board meeting has been completed. See attached report.
7. The budget vs the actual expenses - see attached report.
8. Capital requests for 84 - 85 - see attached.
9. Major repairs requests 84 - 85 - see attached.



Paul Renzi  
Director of the Physical Plant

MAJOR REPAIRS  
for 84/85

<u>CATEGORY</u>	<u>PROJECTS</u>	<u>COST</u>
Electrical System	1. The main electrical switching gear that distributes volts to four student houses needs replacement. This project cannot be accomplished during cold weather.- Safety Hazard -	\$ 1,000
Commons	1. Lounge - floors need refurbishing. The area is highly visible.	5,000
	2. Heating System - the main zone valve in the basement is not functional and most of the radiators have no valves. The result is no control, hot and cold spots, and a tremendous amount of wasted energy dollars. There are many occasions when classes on the third floor have to be cancelled because we cannot adequately heat it. We are applying for an Energy Grant to assist in this project.	12,000
	3. Dining Room Floor - repair Center, Green and Faculty room floors.	8,000
Barn	1. Exterior repair and painting	9,000
Student Houses	1. Bathroom Renovations - continual renovations of the bathrooms need to take place in order to avoid a reoccurrence of the recent crisis. Annual cost --	20,000
	2. Roof Work - need to patch and repair existing leaks. (\$4,000 per house x 12 old houses)	48,000
	3. Exterior Trim - all the houses have been sided but the exposed wood-trim needs to be replaced in some cases and repainted.	48,000
Student Houses NRT	1. Continued refurbishing of student houses using existing Dining Hall labor. Labor and materials --	30,000
	TOTAL	\$181,500

CAPITAL  
for 84/85

<u>Category</u>	<u>Project</u>	<u>Cost</u>
Electrical Systems	1. All student houses need to have emergency lighting and exit lights installed in order to conform to Safety Codes. We are in violation of the law.	\$10,000
Student Houses	1. New Student Houses - Need renovation to continue emergency repairs.	30,000
Physical Plant	1. Used Postal Vehicles.	2,500
	2. Equipment Purchases - Tractor mower - The purchase of this piece of equipment will enable us to reduce staffing.	10,000
Dickinson	1. Roof - The building has the original and it has gone by its expected life. Recently developed leaks make this project urgent.	55,000
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	TOTAL	\$107,500



# Bennington College

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To // Jim Vanderpol

Date February 29, 1984

From Paul Renzi

Re: Budget Analysis  
Year to Date - February 29, 1984

		82/83	83/84	YTD Budget 83/84	Annual Budget
Administrative	(1600)	\$118,133.24	\$ 87,593.99	\$ 89,907	\$134,860
Fringe Benefits	(1606)	51,458.44	80,967.36	84,000	126,000
Housekeeping	(1610)	175,964.34	156,711.67	157,870	236,800
Security	(1630)	74,428.95	85,259.43	79,333	119,000
Utilities	(1640)	296,490.04	299,578.00	*314,064	432,000
Rents	(1650)	6,000		-----	-----
Crafts	(1660)	219,837.32	163,626.96	169,333	254,000
Grounds	(1670)	48,510.65	60,628.59	54,800	82,200
Garage	(1680)	45,292.41	48,533.41	42,000	63,000
		\$1,036,151.39	\$982,899.96	\$ 991,307	\$1,447,860

NOTE: Student wages are included in each department total above.

Overtime (included in above totals):

Overtime included in Major Repairs.

	Feb. 83	YTD	FEB. 84	YTD
Housekeeping	\$ 94.33	\$ 3,302.61	\$ 5.25	\$3,216.05
Security	1,081.14	12,611.61	723.36	8,896.86
Crafts	2,190.82	12,175.33	1,415.29	6,334.14
Grounds	369.12	3,116.91	183.66	2,771.01
Garage	1.14	95.94		442.26
	\$3,737.05	\$31,302.40	\$2,327.56	\$21,660.32

Capital Expenditures (Account #1691) Breakdown (for Physical Plant only):  
(February year to date)

Boiler - last payment	\$ 7,987
VAPA Roof	48,489
High lines	4,800
Computer Room	8,151
Student Houses	3,684
Electrical Work	
New Boiler Room Pump	3,692
Generator	
Feed Pump Heat Set	16,324

1691

Roads - Black Top	\$16,602
Shipping Room Renovations	1,070
Tractor & Mower	2,694
McCullough Brick House - Renovations	14,500
Storm Windows - Commons	6,000
'73 Ford Truck	850
Fuel Pump Set	6,983

\$141,826

Major Repairs Breakdown:  
(February year to date)

1690

Fire Alarm Repair	\$ 1,168
Dining Hall Labor N.R.T.	18,272
Scene Shop Repair	742
Painting (outside)	6,020
Kitchen	2,863
Shingle Cottage Water Lines	999
Barn Power	7,399
Balance Commons Windows	7,739
N.R.T. Repairs	** 73,037
Repair Work - Commons Upper Deck	1,430

\$119,669

\*\* (N.R.T. Repairs) SEE ATTACHED

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Major Repairs Underway:

New Houses	\$12,000
Heat Controls	4,000
McCullough Brick House	13,500
Commons Third Floor (Not Committed)	25,000

Capital Expenditures on Order:

Radios	1,500
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56,000

175,669



IMPERATIVE REPAIRS  
NRT 83-84

90

- New Student Houses  
See attached report . Appendix 2 \$20,000
2. Bathroom Renovations \$40,000  
Four bathrooms are presently shut down and inoperative causing severe overcrowding in those houses. In addition, preventive maintenance needs to be done on a large number of bathrooms or they will become unuseable. Their condition is such that we cannot maintain health standards.
3. Heat Controls-VAPA \$4,000  
Numatic controls need to be repaired so we can establish control over the heating system in VAPA and control the danger of freeze-ups that are extremely costly.
4. Freeze-Ups \$4,000  
Freeze-ups caused by the unexpected severe cold weather during the Christmas holidays caused extensive water damage in a number of student houses. Some of this will be recouped from our insurance company.
5. Window Repair and Glazing \$1,000  
Broken and wornout windows need to be repaired in order to properly close down the campus for NRT and help to control our energy dollars.
- Renovate and Relocate the Key Room \$2,000  
The Student Fitness Committee has been given a guarantee that the present key room may be used for an exercise room with weight lifting equipment.
7. Repaint and Refurbish Student Houses -- Materials \$5,000  
Substantial repainting and refurbishing is being done in the Student houses with a main emphasis being placed on student rooms. We are using the kitchen employees for this project and saving substantially on unemployment costs.
8. Furniture Repairs \$8,000  
A large number of stuffed furniture that is presently in student living rooms are in desperate need of repair and reupholstering. We have located a number of firms that can pick up the furniture and have it back in place by March.
9. Usdan Gallery \$4,000  
Repairs - See appendix 3

We are moving ahead with items 2-3-4-5-7 due to the urgency of the situation.

Funding Capital	\$34,000
Contingency Account	20,000
	<u>54,000</u>
	34,000

Items 1-6-8-9 are not funded and need approval

Total NRT funding needed

\$88,000.

# Bennington College

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To / Jim Vanderpol

Date March 20, 1984

From Paul Renzi

Re: NRT

Attached is a copy of the list of "Imperative Repairs" for NRT - 1983-84. Also attached are copies of the sheets where we kept a record of the expenses incurred as a result of these repairs.

Listed below, for quick reference, are the balances of each of these amounts:

	requested	spent	balance
New Student Houses **	\$20,000	\$ 8,054.82	\$11,945.18
Bathrooms	40,000	39,099.73	900.27
Heat Controls	4,000	- still in progress no bills to date	4,000.00
Freeze-ups	4,000	3,890.22	109.78
Window repair	1,000	1,068.00	(68.00)
Renovate & relocate Key Rm.	2,000	3,103.10	(1,103.10)
Repaint & refurbish Student Houses - Materials only	5,000	5,801.89	(801.89)
Furniture	8,000	7,671.00	329.00
Usdan Gallery	4,000	4,348.84	(348.84)
	<u>\$88,000</u>	<u>\$73,037.60</u>	<u>\$14,962.40</u>

\*\* New Student Houses - Sawtell and Noyes Houses are still to be completed.