

MAINTENANCE, REPAIR, AND RENOVATIONS (MR&R)

University Facilities (UF)

POLICY 4.0

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Approved by: Scott Ludlow

Maintenance Repair and Renovations Projects

Background: The deferred maintenance backlog at college and university campuses has been a recurring topic and challenge for facilities organizations for many decades. Clemson University is no stranger to this challenge. The current backlog of deferred maintenance at Clemson University is close to \$100M for the Education and General (E&G) facilities based on the most recent study performed by the Commission on Higher Education. Clemson's plan for addressing this backlog is the annual allocation of Maintenance Repair and Renovation (MR&R) funds. MR&R funding is an annual allocation provided through the assessment of a special student fee specifically targeted for the non-routine maintenance and repair of E&G facilities and major equipment replacement associated with building systems.

Annual Project List Development: Since annual funding is far less than the current backlog of deferred maintenance, a process must be followed annually to determine the highest priority projects that will be funded from the current year's allocation. Projects that correct life safety and code deficiencies are assigned the highest priority followed by those that protect building envelopes and arrest continued deterioration of infrastructure. Program enhancements and general space improvements are normally not appropriate for MR&R funding. The MR&R project list backlog planning horizon is approximately 5 years. University Facilities is charged with updating the MR&R project list annually for submission to the Administrative Council for approval. The highest priority projects compete for funding from the annual MR&R allocation and one-time institutional funds. The time line for annual MR&R cycle is as follows:

October	University Facilities updates the current MR&R project list to reflect projects completed, in process, or no longer required. The update consists of an internal review within University Facilities of project needs for E&G facilities. Project needs are reviewed and coordinated with the Overall Permanent Improvement Plan (CPIP), the IAQ/HVAC project backlog, and emergent programmatic needs requiring repairs and renovations.
November	University Facilities reviews the revised MR&R project list with members of the University Facilities Advisory Committee (UFAC) for their input and guidance.
December	University Facilities submits the MR&R project list to the Chief Business Officer for presentation to the Administrative Council for approval.
March - May	University Facilities submits A-1 form project requests to the Commission on Higher Education (CHE) for those MR&R projects that will be executed as Permanent Improvement Projects (PIP) (>\$100K).
July	MR&R funds are available. University Facilities executes non-PIP projects on the MR&R list.
August	Approval of A-1 projects (PIP's) received from CHE. University Facilities executes PIP's.

NOTE: Although the MR&R cycle is an annual process many of the projects, particularly the PIP's, take more than a year to design and construct. Also, projects are prioritized based on a preliminary estimate provided by University Facilities or a cost consultant. Since some projects cost more and others less than estimated, minor re-allocation of funds between projects is often necessary to insure projects have sufficient funds for completion.