

# MAINTENANCE, REPAIR, AND RENOVATIONS (MR&R)

*University Facilities (UF)*

**POLICY 6.0**

**Effective Date: July 17, 2001**

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**Approved by: Brett Dalton, Chief Financial Officer**

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**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 and capital renewal at Clemson University is \$139M for E&G facilities based on the 2007 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 and targeted capital renewal funding when available. Additional capital renewal funding must be provided through a State Capital Bond bill for appropriate stewardship of E&G facilities. MR&R funding is an annual allocation provided through the assessment of a special student fee specifically targeted for the non-routine or recurring maintenance and repair of E&G facilities and major equipment replacement associated with building systems. Capital renewal funding is a separate allocation from the operating budget.

**Annual Project List Development:** Since annual funding is far less than the current backlog of deferred maintenance and capital renewal needs, 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 not appropriate for MR&R funding and are addressed through major renovation projects in the Comprehensive Permanent Improvement Plan (CPIP) process. The MR&R project list backlog planning horizon is approximately 3years. 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. The annual funding that is available ranges from \$2.2M to \$2.5M. The time line for annual MR&R cycle is as follows:

November	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 CPIP, the IAQ/HVAC project backlog, and emergent needs requiring repairs and renovations. University Facilities reviews the revised MR&R project list with members of the University Facilities Advisory Committee (UFAC) for their input and guidance.
January - Feb	University Facilities submits the MR&R project list to the Chief Financial Officer for presentation to the Administrative Council for approval.
March - May	If an MR&R project is estimated to cost \$1M or above (Permanent Improvement Projects – PIP's), University Facilities submits the project to the Board of Trustees for approval prior to submitting the project to the state. Typically MR&R projects are under \$1M.
July	MR&R funds are available. University Facilities executes non-PIP projects on the MR&R list.
August	B&CB approves any PIP's submitted through the MR&R process.

**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 and unused balances are utilized effectively to reduce the backlog of maintenance and repair.