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2017-18 Project Highlights

Plans for a new music and performance commons addition to the Weitz Center for Creativity were developed by HGA architects. The addition was created to house the majority of the music program and create a new performance space of high acoustic quality to replace the existing Concert Hall. Music faculty offices, rehearsal spaces, the music resource library, and teaching studios were included in the project. Work began in May 2016 and the addition opened for fall term in September 2017. The new music and performance addition to The Weitz Center features:

- A 400-seat performance hall with a large stage, flexible design, and enhanced technology.
- A large rehearsal hall of 1,960 square feet that doubles as flexible backstage space for the performance hall. All rehearsal and practice spaces in the addition are sound-isolated, allowing for rehearsals even when performances are occurring.
- A medium recital and rehearsal hall with 1,600 square feet and 75 seats, and a smaller rehearsal hall of 900 square feet for use as a master classroom or as an intimate performance space for small ensembles.
- Faculty offices and studios uniting the entire music faculty, including applied music instructors, in the same space.
- The Hamline Creative Space, a prominent collaborative white space conducive to multimedia installation.
- Adequate back-of-stage storage with a green room and space for instruments and equipment.
- Two gathering lounges
- Thirteen individual practice rooms of 100 square feet
- Six practice or teaching studios, each 500–600 square feet
- Eleven teaching studios, 200 to 220 square feet

Projects Completed

Capital Projects

Construction began on the Weitz Center Music addition in May 2016 and the building opened September 2017.

The Science project utility relocation, vacating Mudd Hall, and hazardous material abatement in Mudd Hall began to prepare for its demolition in October.

The Utility Master Plan project-phase I began including the east energy station, geothermal well bore drilling, and three building heating system conversions: Cassat, James, Myers, and Faculty Club.

Annual Residence Hall
Townhouses phase 1 of 2

Annual Grounds Projects
Pave College Street near Scoville Hall
Laird Stadium field irrigation and re-sod
Stabilize Stewsie and Mai Fete Island shore

Building Exteriors, Roofs, Windows
Boliou/CMC—plaza waterproof
Myers Hall—replace roof
Severance Hall—replace tile roof, masonry, dormer windows
Watson Hall—replace roof
Evans Hall—tuckpointing-phase 2

Interiors
Johnson House
CMC carpet replacement
Replace Rec Center Fieldhouse flooring

Kracum Performance Hall
Shackel Rehearsal Hall
Operational Work Orders

- 18,221 work orders were received. Custodial Services received 197 more work orders than the prior year, while Maintenance and Grounds experienced an increase of 4% over last year. A significant number of these work orders were added PMs and orders for outside contractors.
- 2,724 of the 11,757 work orders assigned in-house to Maintenance or Grounds staff were for preventative maintenance on building equipment/systems.
- Number of Priority 1/Emergency work orders received continues to stay below target. There were only two emergency calls for Custodial Services in FY18.

Facilities Customer Service Survey

Customer surveys were sent out to a random selection of work order requesters throughout the fiscal year. 407 individuals responded, as compared to 410 respondents during FY17. Of those who responded, 97% stated that their request was completed within an acceptable amount of time from the date of request and on a scale of 1-5 (1 being “poor” and 5 being “exceeds”), respondents stated that their overall average level of satisfaction with the completed task was 4.7. They also provided many favorable comments regarding Facilities staff.
Community Service

Custodial Scholarship Fund

The Carleton College Custodial Scholarship Fund Bake Sale and Craft Fair was a huge success. December 1, 2017 everyone returned to the Weitz Center to shop and purchase baked goods. There were just over 70 vendor spots and lots of happy shoppers. Thank you to everyone who participated including vendors, shoppers, bakers, Bon Appétit, facilities staff, and custodial salespeople.

We are happy to announce that the Craft Fair, which consists of tabling fees paid by vendors, raised $2,125.

The Custodial Bake Sale, which includes proceeds from baked goods (donated by custodial and other staff), pastries and coffee (donated by Bon Appétit), and sales of sloppy joes (made by the Northfield VFW and the Bake Sale Committee) raised $1,847— for a grand total raised for the Custodial Scholarship Fund of $3,972. The Custodial Scholarship Fund also receives funds from outright gifts, planned giving, and payroll deduction. Anyone interested in making a donation, can contact Gift Accounting at x5611.

Training & Development

The seventh annual Facilities staff training was divided into two half-day events held in August and December 2017. On August 8 the training covered asbestos awareness, hazard communication, ladder safety, and a fire extinguisher demonstration. The December 6 training covered radiation safety, blood-borne pathogens, ergonomics and injury prevention, and personal protective equipment, followed by a quiz. Custodial staff were dismissed for the day and grounds and maintenance staff attended spill prevention control and countermeasures (SPCC) training.

Other Facilities and Sustainability office development and training this year included:
• Grounds staff attended the industries annual conference, Northern Green Expo in February.
• UMACS (Upper Midwest Association for Campus Sustainability) conference, Alex (presenter) and Martha
• PLAN (Post-Landfill Action Network) conference, Alex
• AASHE (Association for the Advancement of Sustainability in Higher Education) conference, Alex, presenter

Conference presentations by the Sustainability Office:
• UMACS: Waste Audits as a Successful Educational Tool, Alex
• NACUBO Poster: Leading the Way to a Clean Energy Future: Carleton’s Utility Master Plan
• AASHE: Sustaining Ourselves: A Retreat for Sustainability Professionals, Alex presented with UMN Twin Cities and Macalester
• IDEA (International District Energy Association): Distric Energy Engagement: What’s the Big Deal About Pipes, Boilers, and Decarbonization?
• Swarthmore College “Carleton College Utility Master Plan”
• Smart Buildings Campaign Webinar

Community Service

Custodial Scholarship Fund

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Sustainability Initiatives
Modeling Stewardship

Sustainability Assistants (STAs)
We said goodbye to five STAs that graduated at the end of this year and said hello to eight new STAs that were hired for the upcoming FY19 year. In FY18, our STAs completed projects like the Real Food Calculator, hosted a Repair Fair and Free and For Sale Frenzy, conducted energy audits of Stimson House, and created a manual for Residential Life outreach.

Sustainability in the Classroom
This year, Faculty members invited sustainability staff members to partner with their courses in varying capacities. Some courses had the Sustainability Office host a tour, others had term-long research projects. Below is a list of all the courses:
• Intro to Environmental Physics - steam plant / wind turbine tours and class projects
• Intro to Environmental Geology - class projects, outreach for the geo project
• UMN Community Organizing Course - Senior research, communications within a regional organization strategies
• FOCUS - Various waste research topics resulting in the 2018 FOCUS journal
• Methods of Social Research - Research on behaviors around triple bins and waste education
• Global Social Changes and Sustainability - Presentation on campus waste management practices
• Environmental Ethics - Evaluation of Real Food Calculator data and students’ perspectives on proposed changes to food options
• Topics in Environmental Law and Policy - Research for Northfield Climate Action Plan and development of recommendations
• Sustainable Development - Research topics relevant to the City of Northfield climate action planning process
• Computer Science Comps - Building Automation System (BAS) Data Analytics research and Energy Management Information System (EMIS) mobile app development

Large Event Successes
The Sustainability Office hosted two new events on campus this year: The Points of Intervention Tour / Repair Fair and the Free and For Sale Frenzy.

The Points of Intervention Tour was in partnership with the Post-Landfill Action Network, the CCCE Office, Convocations Committee, Custodial Services, Bon Appetit, Environmental Advisory Committee, Zero Waste Task Force, & Dick’s Sanitation (Carleton’s waste hauler). The tour stop consisted of a convocation panel presentation entitled, “Challenging the Linear Consumption Economy” followed by a Repair Fair where volunteer fixers helped over 80 people repair bikes, clothing, small electronics, and musical instruments that may have otherwise been destined for the landfill.

Alum Eric Johnson ‘68 assists two students with their bike at the Repair Fair, March 2018
The **Free & For Sale Frenzy** was built upon the existing **Free & For Sale Facebook** page on campus. Students can post when they would like to sell something, then it’s first come first serve to claim it. The Sustainability Assistants worked to consolidate this process into a one-day shopping frenzy! Over 100 students participated with over 1,200 articles of clothing.

**Other events hosted by the Sustainability Office:**
- The Price of Carbon presented by the Years of Living Dangerously, September 2017
- Climate Action Week, February 17-24, 2018
- Points of Intervention Convo March 30 and Repair Fair March 31, 2018
- Free and For Sale Frenzy, April 14, 2018
- Northfield Earth Day, April 21, 2018
- Bike Week, May 14-18, 2018

**STARS Reporting**
The Sustainability Office reports annually to the Association for the Advancement of Sustainability in Higher Education’s STARS reporting system. This information is used by third party organizations like Sierra Club to establish lists of the nation’s “greenest schools.” Carleton was awarded 52.25 points out of a total of 100, for a Silver rating. There are 155 institutions that have silver status out of a total 327 reporting institutions. The top three areas Carleton excels in (% of total possible points):
- Campus Engagement 69%
- Transportation 58%
- Diversity & Affordability 55%

**Commencement Waste:** Recyclable and compostable materials were used to serve 3,800 boxed lunches at Commencement. Sustainability, Custodial, and Lighten Up Staff were “trash talkers” at each weigh station to assist with disposal. This year, bottled water was not provided and instead, water stations with compostable cups were available. An estimated total of 6,730 pounds of waste was produced, and **97.03%** of that was diverted from the landfill which is slightly higher than 97% in 2017.

**Reunion Waste:** Waste sites were located at all tent locations serving food using compostable materials and beverages served in recyclable or compostable containers. Sustainability office staff trained all reunion staff on the waste streams. An estimated total of 11,164 pounds of waste was produced during the three day event and **85.6%** of that was diverted from the landfill, down from last year’s 90.1%.
Campus Energy

After years of planning, the college is implementing a Utility Master Plan for the next 100 years. The new utility system will utilize four forms of renewable energy systems: wind, solar, photovoltaic, solar thermal, and geothermal. The first phase of construction includes the East Energy Station in the science addition and geothermal bore drilling.

Our two wind turbines (installed in 2004 and 2011) have been a big help to our sustainability efforts, but we need to do more to reduce carbon emissions.

Our Utility Master Plan furthers the concepts outlined in our 2011 Climate Action Plan which is the guiding document supporting our goal of making Carleton’s campus carbon free by the year 2050. Our new utility system will utilize four forms of renewable energy and is flexible enough to take advantage of future advancements in renewable energy technologies.

When the Utility Master Plan is complete, Carleton’s plant emissions will be reduced by over 35 percent.
Utility Master Plan

The Utility Master Plan is in year two of five for construction. FY18 progress includes:

- Converted Cassat, James, and Myers to operate on 120 degree F supply water
- Isolated Faculty Club on its own boiler
- Completed Bell Field and Mini Bald Spot geothermal bore fields
- Constructed East Energy Station and installed equipment

For more information on the Utility Master Plan, please visit go.carleton.edu/geothermal
Carleton College Facilities Departments
Budget vs. Actual Expenses
6/30/2018

<table>
<thead>
<tr>
<th>Department</th>
<th>(excluding compensation)</th>
<th>Actual</th>
<th>Encumbered</th>
<th>Available</th>
<th>% of Budget Remaining</th>
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<tbody>
<tr>
<td>EAC</td>
<td>4,353.00</td>
<td>2,745.81</td>
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<td>1,607.19</td>
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<td>Building Maintenance</td>
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<td>Campus Utilities Departments</td>
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<td>Campus Waste Management</td>
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<td>Custodial Services</td>
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<td>109,620.00</td>
<td>323,869.35</td>
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</tbody>
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$10,213,798.00 $8,285,245.40 $328,906.21 $1,599,646.39 16%

Total Facilities Operations Spending is Similar to Peers

Peer allocate more resources to PM than Carleton currently does

Operating Budget Expenditures – Regionally Adjusted

Carleton

Peers