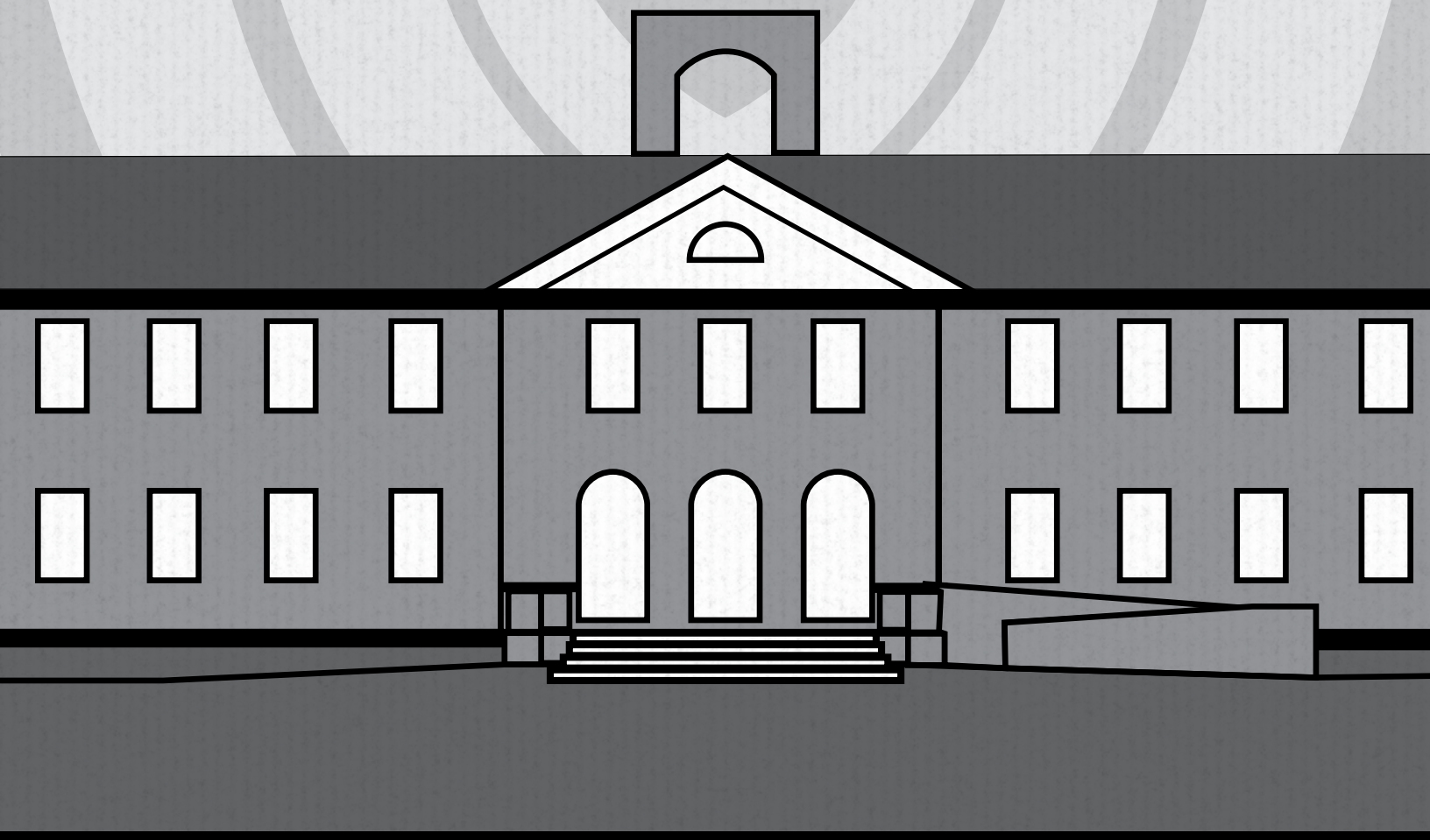
Facilities Management Annual Report

2025–2026





OUR MISSION

As the service division supporting an institution dedicated to Forming Good Men and Good Citizens, the Facilities Management Division of Hampden-Sydney College is committed to achieving excellence in serving our campus community. We aim to optimize resource utilization, provide outstanding customer service, and act as responsible stewards through effective management and sustainable practices, while fostering a supportive and inspiring environment for learning and growth.

HAMPDEN-SYDNEY COLLEGE

Department of Facilities Management



Contact Us:

M–F: 7 a.m.–4 p.m.
workorder.hsc.edu
(434) 223-7000
facilities@hsc.edu

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PLANT ADMINISTRATION



KEVIN MILLER

Executive Director of Facilities and Capital Projects



SHERARD SIMS

Building Services Supervisor



WILLIAM GILLEN

Assistant Director of Operations



JOHN SHELTON

Campus Fire and Safety Supervisor



SARAH TOLLEY

Office Manager



MATT COLEMAN

Campus Utilities Supervisor



JERRY CARTER

Building Maintenance Supervisor



DERRICK GARBY

Superintendent of Grounds

CAMPUS SUMMARY

BUILDING TOTALS BY PRIMARY USE

Academic Buildings	13	287,692
Faculty/Staff Housing	19	50,366
Facilities Management	1	48,000
Water/Sewer	4	1,790
Fraternity Housing	13	75,871
Athletics	5	138,027
Administrative Buildings	10	33,882
Student Housing	33	259,402
Student Services	8	82,208
Other	10	21,047
Total	116	998,285

998,285

TOTAL SQUARE FOOTAGE



CAMPUS ACREAGE

DEVELOPED AND UNDEVELOPED

1,430.68

BUILDING MAINTENANCE



NOLAN ALIFF
RON ANDREWS
JERRY CARTER
WALTER CATRON

RUSSELL CURTIN
BUCK DEAN
BRYAN EPPES
FRANK EVANS

SHAWN MAHAN
TIM MARTIN
ALVIN MASON*
NICK TUCK
*Not pictured

BUILDING MAINTENANCE TEAM SUMMARY

COMPLETED PROJECTS

- Apiary—Plumbing, electrical, and finished carpentry
- Kirby Sports Center—Officials locker room electrical, plumbing, and finished carpentry upgrades
- Phi Gamma Delta—Party bunker electrical and plumbing upgrades
- Johns Auditorium—Server room HVAC system upgrade
- The Rivers Apartments (Rappahannock)—Emergency replacement of HVAC system
- Hillsman Apartment—Complete HVAC system replacement
- Morton Hall—Mothballed building to include HVAC and other remediation strategies

BUILDING SERVICES



TAHERA AHMADI
JANICE BRAXTON
ANTWAN BROOKS
SHIRLEY BROOKS
EUGENE BROWN*
LOUISE BROWN*
JACKIE BOWLER
THOMAS CAMP

JERRY CHAMBERS
MARY CRAWLEY
AVERY EANES
LATROY FAGGINS
CHRISTINE FOSTER*
BRANDON GLENN*
WILSON GREEN III
GAIL HAMLIN

ROBERT HARTNETT
ALICE HASKINS
ANTHONY IRVING
ANTHONY JACKSON
KIMBERLY LAMON
EDWARD MARSHALL
LEVI PETTIS
ADRIENNE RAMSEY

BRANDIN RAMSEY
PAM RIDEN
JERRY RILEY*
SHERARD SIMS
JOHN SMITH
TAMMY SMITH
STEVEN THOMPSON
BRENDA WILEY

*Not pictured

BUILDING SERVICES TEAM SUMMARY

SERVICES WE PROVIDE

- Building cleaning
- Indoor trash removal
- Recycling
- Athletic event support
- Special event setups and support
- Summer camps and conferences
- Disaster and emergency response

CAMPUS FIRE AND SAFETY



TJ COOK **JOHN SHELTON**

CAMPUS FIRE AND SAFETY TEAM SUMMARY

SERVICES WE PROVIDE

- Fire alarm system maintenance
- Campus safety assessments
- Incident investigation
- Safety training
- Eyewash stations
- Fire extinguisher checks
- Fire system checks
- Work orders

CAMPUS UTILITIES



WILL CHAMBERS **MATTHEW COLEMAN** **STEVE LIBBY**

CAMPUS UTILITIES TEAM SUMMARY

COMPLETED PROJECTS AND SERVICES WE PROVIDE

- Venable Lane—sewer improvements
- Gilmer Hall renovation—utility improvements
- Dominion Energy—underground power project
- Water treatment and plant maintenance and repairs
- Sewer station monitoring, maintenance and repair
- Weekly checks of 13 generators
- Water softeners and reverse osmosis systems
- Pool—renovation support

FLEET MANAGEMENT



JAMES OVERMAN **KURTIS SHEPHARD**

FLEET MANAGEMENT TEAM SUMMARY

SERVICES WE PROVIDE

- Fleet maintenance
- Motor pool maintenance
- Vehicle repairs
- Tire maintenance and repair
- State inspections
- Roadside assistance
- Heavy equipment maintenance
- Small equipment maintenance

GROUNDS



RICK GARBY
LEONARD FOSTER
MOLLY LEDBETTER
MATTHEW MCKAY
MARIO NICHOLAS

MITCHELL PARRISH
KESHAWN SAUNDERS
MARQUEN SHEARIN
BRANT SRAVER SR*
JONATHAN VAUGHAN

PRESTON VENABLE
KEN WATSON
REUBEN WILLIAMS

*Not pictured

GROUNDS TEAM SUMMARY

COMPLETED PROJECTS

- Fulton Field—Renovation project
- Gilmer Hall—Landscape design and installation
- Brown Student Center—Putting green project
- Athletics and special event support
- Emergency and inclement weather response
- Campus-wide tree trimming

SUPPORT SERVICES



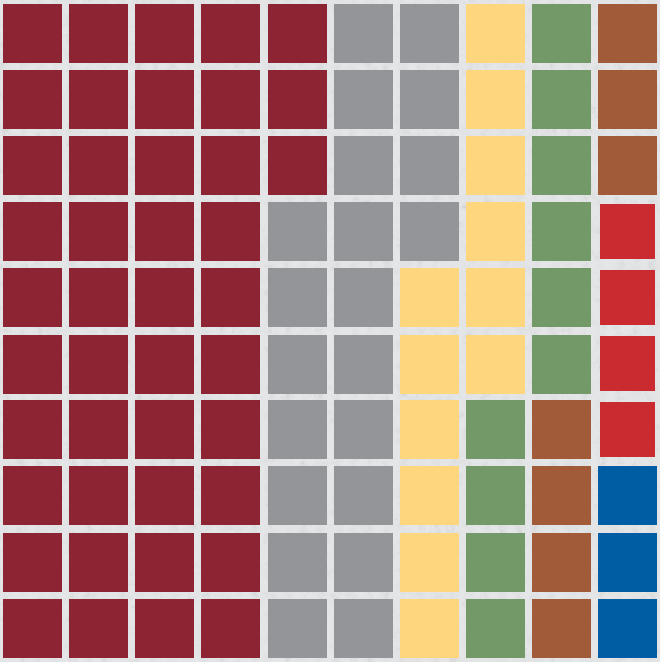
KRISHEENA BROWN TAYLOR DAVIS CATHIE SHELTON

SUPPORT SERVICES TEAM SUMMARY

SERVICES WE PROVIDE

- ID cards
- Campus signage
- ADA compliance
- Key control
- Card control access
- Purchasing
- Warehouse and inventory control
- Surplus auctions
- Shipping and receiving
- Work order management
- Motor pool scheduling
- Dispatcher
- Customer service representative

WORK ORDERS BY DEPARTMENT



ONE SQUARE = ONE PERCENT OF ALL WORK ORDERS

43.2%	BUILDING MAINTENANCE
21.2%	BUILDING SERVICES
12.2%	ACCESS CONTROL
9.7%	GROUNDS
6.6%	FLEET MANAGEMENT
3.7%	CAMPUS FIRE AND SAFETY
3.4%	CAMPUS UTILITIES

8,455

TOTAL WORK ORDERS
An average of 705 per month

1,116
BUSIEST MONTH
August 2025

385
SLOWEST MONTH
December 2025

557
VEHICLE MAINT.
and motor pool

1,099*
SUMMER HOUSING
cleanings, tracked separately

FIVE LEVELS OF CARE

APPA — Leadership in Educational Facilities — sets the national standards campuses use to plan how buildings are cleaned, maintained, and landscaped. All three disciplines are measured on the same five-level scale.

APPA LEVEL	Custodial Cleanliness of interior spaces	Maintenance Condition of buildings and systems	Grounds Appearance of the landscape
LEVEL 1	**Orderly Spotlessness** Floors shine; surfaces are spotless; restrooms gleam and are odor-free. 8,500 sq. ft. per custodian*	**Showpiece Facility** Equipment fully functional; service calls answered immediately. ~50,000 sq. ft. per maint. FTE*	**State-of-the-Art** Turf mowed every 3–5 days; beds weeded weekly; litter cleared daily. ~8 acres per grounds FTE*
LEVEL 2	**Ordinary Tidiness** Clean, though up to two days' dust or smudges may show on close inspection. 16,700 sq. ft. per custodian*	**Comprehensive Stewardship** Organized and planned; systems usually working; calls answered promptly. ~65,000 sq. ft. per maint. FTE*	**High-Level** Turf cut every five working days; aeration at least twice a year. ~10 acres per grounds FTE*
LEVEL 3	**Casual Inattention** Floors swept but dull; dust, marks, and smudges are visible in places. 26,500 sq. ft. per custodian*	**Managed Care** Mostly functional with occasional breakdowns; response times vary. ~85,000 sq. ft. per maint. FTE*	**Moderate-Level** Routine care at lower frequency; some weeds and wear begin to show. ~14 acres per grounds FTE*
LEVEL 4	**Moderate Dinginess** Dirt builds up in corners; stains and full trash bins are obvious. 39,500 sq. ft. per custodian*	**Reactive Management** Frequent breakdowns; work is driven by what has already failed. ~110,000 sq. ft. per maint. FTE*	**Moderately Low-Level** Mowing and pruning are infrequent; litter is more noticeable. ~22 acres per grounds FTE*
LEVEL 5	**Unkempt Neglect** Floors dirty, trash overflowing, odors and hygiene concerns present. 45,600 sq. ft. per custodian*	**Crisis Response** Systems routinely fail; only emergencies receive attention. 125,000+ sq. ft. per maint. FTE*	**Minimum-Level** Little routine care; litter handled mainly on complaint. ~43 acres per grounds FTE*

Bars show the area each staff member is responsible for. A longer bar means thinner coverage.

Why the levels matter

A shared language
Leaders, staff, and the campus community can name and expect the same standard.

A peer benchmark
Levels tie to how much area one person covers—the same yardstick peer schools use.

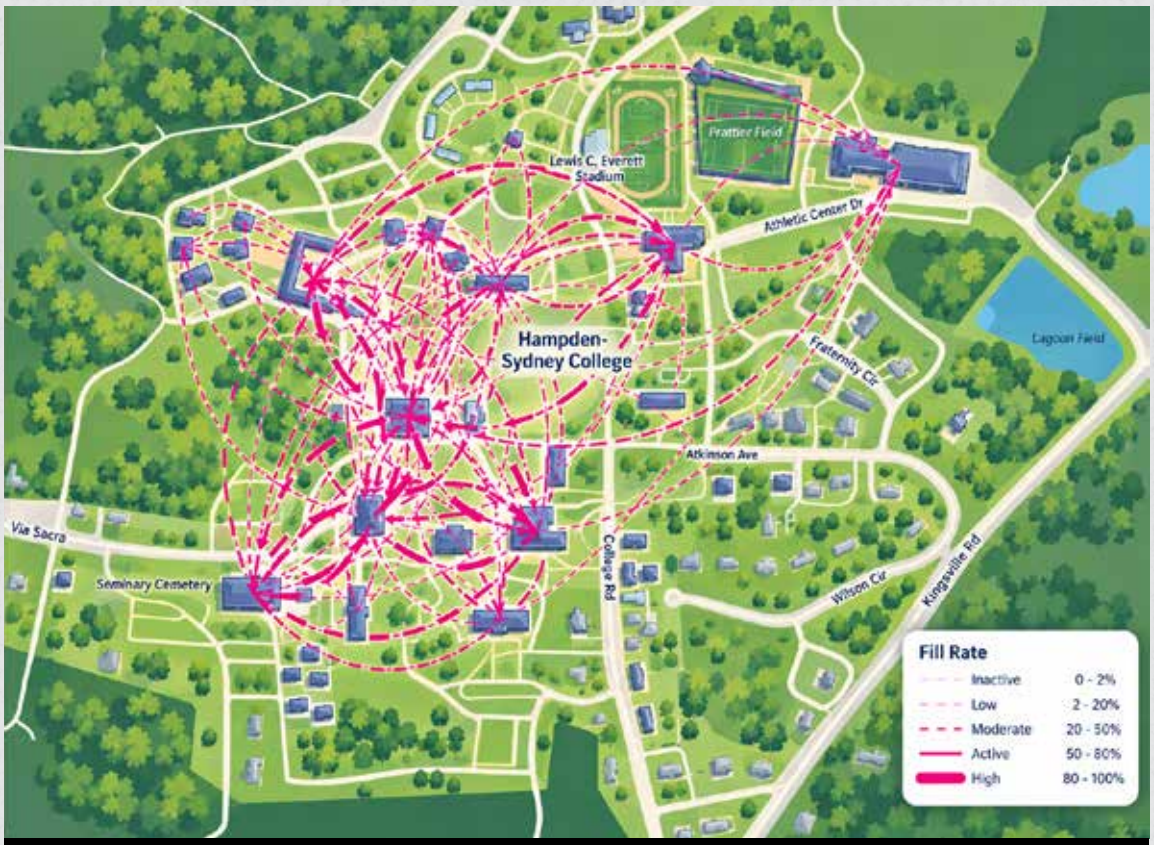
Neglect compounds
Deferred cleaning and repair shortens the life of buildings and grounds.

*Staffing figures are generalized APPA benchmarks and vary by type of space, building age and use, and climate. Custodial figures reflect a hard-floor



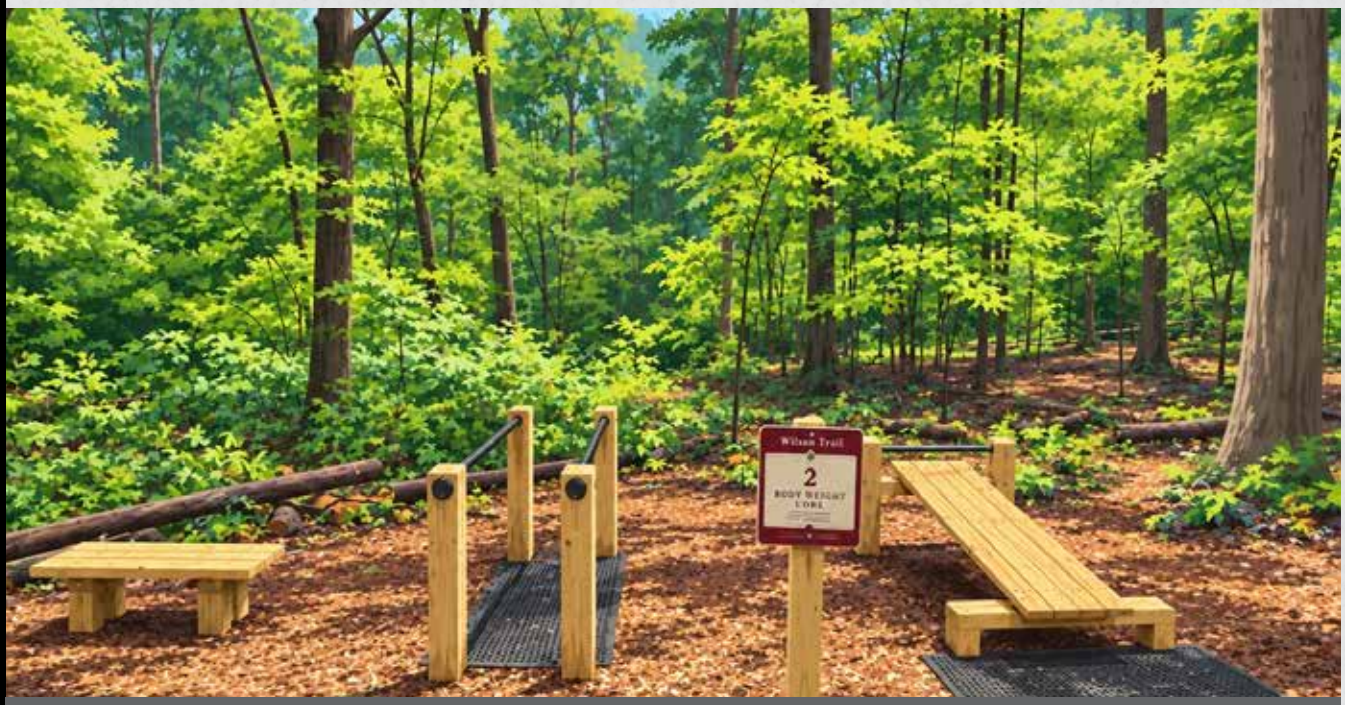


VAPPA Future Leaders Summit

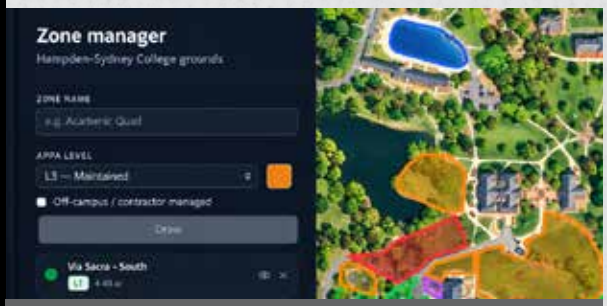


Space Planning: Real-Time Traffic Flow

Small Projects



Wilson Trail: Workout Stations



Facilities Intelligence Platform



Utilities: Sewer Improvements



Brown: Putting Green



Apiary: Interior Buildout

ENERGY MANAGEMENT AND SUSTAINABILITY

ENERGY INITIATIVES

- Building HVAC optimization
- Indoor/outdoor lighting controls
- Demand ventilation control
- Artifical intelligence analytics (BrainBox AI)
- Schedule optimization
- Alternative energy (Facilities Management solar panels)
- Demand response program (Voltus)

SOLAR GENERATION STATS

410,116 kWh
GENERATED

328 CO_2
CARBON OFFSET PER TON

SUSTAINABILITY INITIATIVES

RECYCLING

149.45
tons of cardboard
recycled

LAND MANAGEMENT

4.74
acres of land
disturbed

PEST MANAGEMENT

6,436 **lbs. of dry herbicides**
and fertilizer applied

8 **gallons of liquid**
herbicides & insecticides

WINTER OPERATIONS

7,300
lbs. of calcium chloride
(road salt) used

TREE MAINTENANCE

10
cords of firewood
from tree maintenance

WOOD RECYCLING

40
cubic yards of wood chips
reused, reducing waste

CAPITAL PROJECTS

HISTORIC PRESERVATION

Gilmer Hall

- 2024–2026
- Budget: $21 million

RENOVATION

Kirby Sports Center

- 2021–2026
- Diaz Arena
- Basketball Locker Room and Lounge
- Corey Family Squash Center
- Eisele Golf Performance Center
- TigeRec Fitness Center

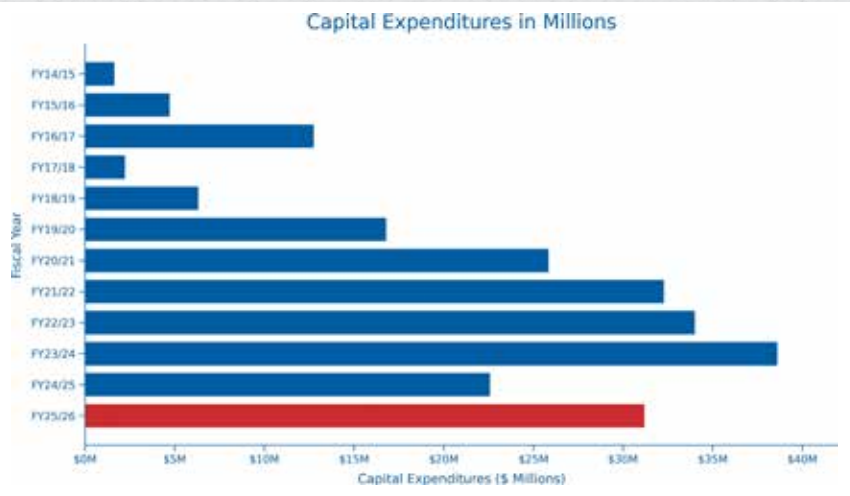
Everett Stadium Improvements

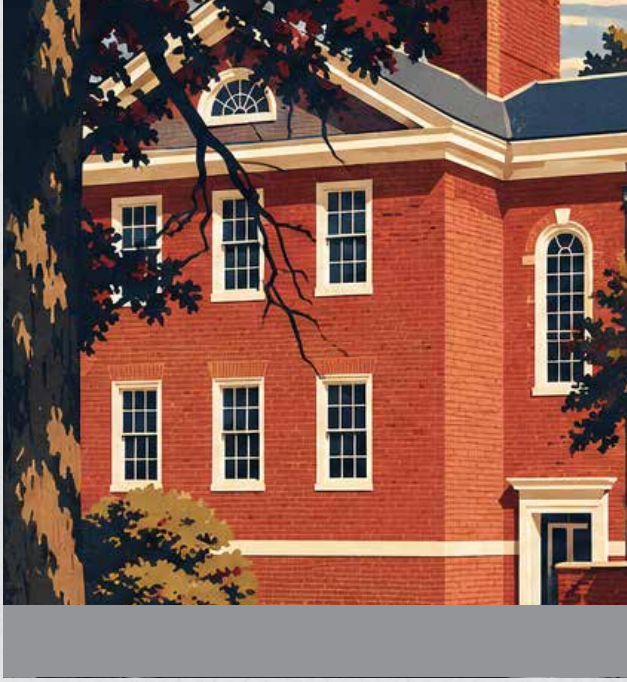
- 2025–2026
- Field Improvements (drainage, reduced grade, and new sod)
- Scoreboard
- Fulton Field Sign
- Visitors Bleachers and Flagpole

NEW CONSTRUCTION

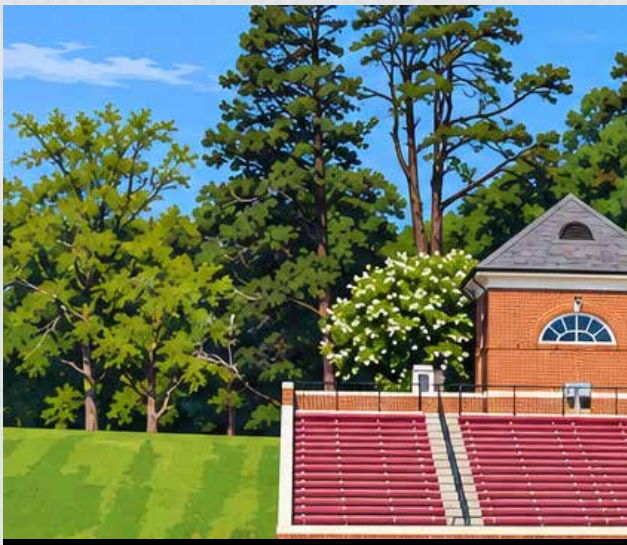
- UPLS Monument
- Apiary Building

ANNUAL CAPITAL EXPENDITURES











Gilmer Hall



Kirby Sports Center



Everett Stadium

Gilmer Hall Renovation













Kirby Sports Center











Everett Stadium













250th Anniversary Celebration



2026 Boys State

Created in Partnership with the Office of Marketing and Communications

