

Virginia Tech Auxiliary Maintenance Reserve MR-1 Form

Contact Information

Auxiliary Enterprise

Name E-mail Phone

General Information

Building Name Building Number Repair Priority

Subproject Title

Subproject Control Number (Will be assigned after approval by Finance.)

Criteria Met by this Subproject (check all that apply).

- Repair or replace damaged or inoperable installed equipment.
- Repair, replace, or preserve deteriorated structural components.
- Repair, replace, or preserve deteriorated portions of utility systems.
- Correct erosion or drainage problems.

Repair is associated with a critical system (Roof, Envelope, Mechanical, Electrical, Plumbing).

Have all critical system repairs that qualify for maintenance reserve been completed.

Subproject Funding

Fiscal Year for Implementation Estimated Cost

Source used to determine the estimated cost:

- Estimate from vendor or consultant. Estimate from Virginia Tech Facilities. Estimate from Auxiliary Staff.

Narrative

Please describe the building component that needs repair or replacement and the envisioned solution (component description, expected useful life, component age, description of working order and/or malfunction, and scope of solution.)

Please describe how the component deterioration or malfunction effects the program and the anticipated program impact without the repair.

Finance Validation Validation Date