



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC)
systems available in Landmark College buildings

TABLE OF CONTENTS

(Click the name of the building to view the corresponding information)

[Administration Building](#)

[Aiken Residence Hall](#)

[Alumni Dining Hall](#)

[Alumni Hall Student Rooms](#)

[Bridges Residences](#)

[Chumley Student Apartments](#)

[Click Family Sports Center](#)

[Davis Residence Hall](#)

[East Academic Building \(EAB\)](#)

[Facilities Building](#)

[Fine Arts Building \(FAB\)](#)

[Frost Residence Hall](#)

[Library](#)

[MacFarlane Science & Innovation Center](#)

[Olivier Admissions Building](#)

[Stone Hall Basement](#)

[Stone Hall Student Rooms](#)

[Strauch Family Student Center](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **Administration Building (Admin)**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air Handling Units (AHU), an Energy Recovery Unit (ERV), and Split Systems serving specific spaces.

- ✓ Outside air is ventilated to most areas of the building by 2 AHU’s which operate 24 hours a day.
- ✓ An ERV ventilates with outside air the offices located in the Room 213 and Room 215 office suites.
- ✓ Split Systems in several classrooms on the second floor including Rooms 206, 207, and 209 and the auditorium on the first floor, Room 106 and the President’s office suite provide air-conditioned air. Ventilation in these spaces is provided by the AHU’s. The Split Systems do not ventilate with outside air.
- ✓ All filters in the AHU’s have been upgraded to MERV 13 air filters.

To reduce the risk of infection in all Admin building spaces, it is recommended to:

- ✓ Open the windows as needed to increase ventilation (please turn-off any Split System air-conditioning).
- ✓ Keep office and classroom doors closed.
- ✓ Disinfect office and classroom surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Aiken Hall

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air-Handling Unit (AHU), Energy Recovery Ventilation (ERV) unit and a chiller which dehumidifies the air in the building.

- ✓ The ERV introduces outside air on a regular basis in all student rooms on all three floors.
- ✓ An AHU provides cooling and introduces outside air in all basement spaces.
- ✓ All filters in the ERV and AHU units have been upgraded to MERV 13 air filters.

To reduce the risk of infection in all Aiken Hall building spaces, it is recommended to:

- ✓ Keep windows closed. The HVAC system ventilates all spaces in the building with outside air.
- ✓ Keep doors closed.
- ✓ Clean and disinfect your personal space regularly, including your bathroom.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **Alumni Dining Hall**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air-Handling Units (AHU), Energy Recovery Ventilation (ERV) units and VRF (Variable Refrigerant Flow) split systems which cool the air.

- ✓ There is an energy recovery ventilation unit serving the main dining hall seating area which changes the air on a regular basis.
- ✓ The main dining hall seating area and conference room A and B are cooled by a VRF (Variable Refrigerant Flow) split system.
- ✓ The servery area and the front seating area have an AHU that circulates outside air and cooling for this area.
- ✓ All filters in the ERV and AHU units have upgraded to MERV 13 filters.

To reduce the risk of infection in all dining hall spaces, it is recommended to:

- ✓ Keep windows closed to maintain efficiency. The HVAC system in the dining hall changes the air in this space regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Alumni Hall - Student Rooms

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

The upper floors of Alumni Hall have exhaust fans in each bathroom.

- ✓ Fans constantly exhaust the air from all bathrooms in the building.

To reduce the risk of infection while occupying the upper floors of Alumni Hall, it is recommended to:

- ✓ Open windows in student rooms to provide outside air ventilation as needed.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside public spaces in the building or when you cannot keep six-feet social distance between you and other people.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Bridges Residences

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

All Bridges buildings have exhaust fans in each bathroom.

- ✓ Fans constantly exhaust the air from all bathrooms in the building.

To reduce the risk of infection while occupying any of the spaces in all of the Bridges Residences, it is recommended to:

- ✓ Open windows to provide outside air ventilation as needed.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside public spaces in the building or when you cannot keep six-feet social distance between you and other people.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Chumley Student Apartments

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

Both Chumley buildings have exhaust fans in each bathroom.

- ✓ Fans constantly exhaust the air from all bathrooms in the building.

To reduce the risk of infection while occupying any of the spaces in either of the Chumley buildings, it is recommended to:

- ✓ Open windows to provide outside air ventilation as needed.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside public spaces in the building or when you cannot keep six-feet social distance between you and other people.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the

[Click Family Sports Center](#)

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air Handling Units (AHU), Energy Recovery Units (ERV), and bathroom exhaust fans.

- ✓ The AHU’s provide cooling and introduce outside air to the gymnasium and lobby, offices, and weight room.
- ✓ The ERV’s ventilate with outside air the locker rooms and former pool space.
- ✓ The two public bathrooms have exhaust fans.
- ✓ All filters in the AHU’s and ERV’s have been upgraded to MERV 13 air filters.

To reduce the risk of infection in all Click Center building spaces, it is recommended to:

- ✓ Keep windows closed. The HVAC system ventilates all spaces in the building with outside air.
- ✓ Keep all doors closed.
- ✓ Disinfect building surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Davis Hall

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

Davis Hall has exhaust fans in each bathroom.

- ✓ Fans constantly exhaust the air from all bathrooms in the building.

To reduce the risk of infection while occupying any of the spaces in Davis Hall, it is recommended to:

- ✓ Open windows to provide outside air ventilation as needed.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside public spaces in the building or when you cannot keep six-feet social distance between you and other people.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **East Academic Building (EAB)**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: A Roof Top Unit (RTU), Fan Coil Units (FCU), an Energy Recovery Unit (ERV) and a chiller to provide cooling.

- ✓ FCU’s provide ventilation in all offices and classrooms. The FCU’s are sized to ventilate the rooms based on square footage and normal occupancy.
- ✓ Each FCU has a fresh air duct that is connected to a large ERV which changes the air in the entire building 24 hours a day.
- ✓ An RTU with outdoor air dampers regularly changes the air in the auditorium.
- ✓ All filters in the FCU’s have been upgraded to MERV 13 air filters.
- ✓ HVAC controls are set to flush the spaces with outside air.

To reduce the risk of infection in all EAB building spaces, it is recommended to:

- ✓ Keep windows closed to maintain efficiency. The HVAC systems in this building changes the air in all spaces regularly.
- ✓ Keep office and classroom doors closed.
- ✓ Disinfect office and classroom surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Facilities Building

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air Handling Units (AHU’s)

- ✓ There are two AHU’s cooling and changing the air in the office area of the Facilities building.
- ✓ There are exhaust fans that serve all bathrooms in the building.
- ✓ There is an exhaust fan in the carpenter shop and landscape equipment bay.

To reduce the risk of infection in all building spaces, it is recommended to:

- ✓ Open windows or garage doors to ventilate trades storage areas.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside a building or when you cannot keep six-foot social distance between you and another person.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **Fine Arts Building (FAB)**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air Handling Units (AHU), an Energy Recovery Unit (ERV), and a chiller to provide cooling.

- ✓ There are 15 AHU’s which provide ventilation to the offices and classrooms on the 3rd and 4th floor. Another AHU serves the Blackbox Theater. These AHU’s have outdoor air dampers that allow outside air to be ventilated into the building spaces.
- ✓ An AHU serves the Greenhoe Theater and provides outside air ventilation.
- ✓ A dedicated ERV ventilates with outside air the Photo Lab and Photo Lab classroom.
- ✓ All filters in the AHU’s have been upgraded to MERV 13 air filters.

To reduce the risk of infection in all FAB building spaces, it is recommended to:

- ✓ Open the windows in the FAB as needed to increase ventilation, especially in spaces not served by existing ventilation systems.
- ✓ Keep office and classroom doors closed.
- ✓ Disinfect office and classroom surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Frost Hall

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air-Handling Units (AHU’s) and exhaust fans.

- ✓ Fans constantly exhaust the air from all bathrooms in the building.
- ✓ Two AHU’s provide cooling and ventilate with outside air the rooms in the basement of the building.
- ✓ All air filters in the AHU’s have been upgraded to MERV 13 air filters.

To reduce the risk of infection in Frost Hall building spaces, it is recommended to:

- ✓ Open windows in student rooms to provide outside air ventilation as needed.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside public spaces in the building or when you cannot keep six-feet social distance between you and other people.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **Library**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air Handling Units (AHU) and chiller unit to provide cooling.

- ✓ An AHU and the chiller provide cooled air in the basement. The AHU is connected to an air damper and controls are set to flush the basement with outside air.
- ✓ Several AHU’s provide cooling to areas on the 1st and 2nd floors but no outside air is ventilated to these spaces by the AHU’s.
- ✓ All filters in all AHU’s have been upgraded to MERV 13 air filters.

To reduce the risk of infection in all Library building spaces, it is recommended to:

- ✓ Open the 1st and 2nd floor windows as needed to increase ventilation.
- ✓ Keep office and classroom doors closed.
- ✓ Disinfect office, study space, and all surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **MacFarlane Science & Innovation Center**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Aeon roof top units provide cooling and ventilation.

- ✓ Four Aeon roof top units provide air-conditioning to the entire building. These units have outdoor air dampers, energy recovery wheels and exhaust vents that regularly ventilate the entire building with outside air.
- ✓ All air filters in the roof top units have been upgraded to MERV 13 air filters.
- ✓ HVAC controls are set to flush the spaces with outside air.

To reduce the risk of infection in all MacFarlane building spaces, it is recommended to:

- ✓ Keep windows closed. The HVAC system in this building changes the air in all spaces regularly.
- ✓ Keep office and classroom doors closed.
- ✓ Disinfect office, classroom, and other surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Olivier Admissions Building

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building’s HVAC system includes Air Handling Units (AHU’s).

- ✓ Four AHU’s provide cooling and introduce outside air into the building on a regular basis.
- ✓ All filters in the AHU’s have been upgraded to MERV 13 air filters.

To reduce the risk of infection in all Olivier Building spaces, it is recommended to:

- ✓ Keep windows closed to maintain efficiency. The HVAC system in this building changes the air in all spaces regularly.
- ✓ Keep office doors closed.
- ✓ Disinfect office surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **Stone Hall Basement**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

The basement of Stone Hall includes the following HVAC systems: Energy Recovery Ventilation units (ERV) and VRF (Variable Refrigerant Flow) split systems providing cooling on the south side of the basement.

- ✓ Two ERV units serve the basement space. The ERV’s regularly ventilate this space with outside air.
- ✓ A VRF split system cools the air in classrooms 014 and 015 and meeting spaces 017 and 018.
- ✓ All air filters in the ERV units have been upgraded to MERV 13 air filters.

To reduce the risk of infection in this building space, it is recommended to:

- ✓ Keep windows closed. The ERV system regularly changes the air in the basement.
- ✓ Keep office and classroom doors closed.
- ✓ Disinfect office, classroom, and meeting space surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Guidelines for Use of Existing Heating, Ventilation, and Air-Conditioning (HVAC) Systems

Stone Hall - Student Rooms

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

The upper floors of Stone Hall have exhaust fans in each bathroom.

- ✓ Fans constantly exhaust the air from all bathrooms in the building.

To reduce the risk of infection while occupying the upper floors of Stone Hall, it is recommended to:

- ✓ Open windows in student rooms to provide outside air ventilation as needed.
- ✓ Clean and disinfect your personal space regularly.
- ✓ Wear a mask when you are inside public spaces in the building or when you cannot keep six-feet social distance between you and other people.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)



Recommendations based on specific Heating, Ventilation, and Air-Conditioning (HVAC) systems available in the **Strauch Family Student Center**

The U.S. Environmental Protection Agency (EPA) “recommends increasing ventilation with outdoor air and air filtration as important components of a larger strategy that includes social distancing, wearing cloth face coverings or masks, surface cleaning and disinfecting, handwashing, and other precautions. (See <https://www.epa.gov/coronavirus/indoor-air-and-coronavirus-covid-19>)

This building includes the following HVAC systems: Air Handling Units (AHU) and a chiller which provides cooling.

- ✓ AHU’s serve all interior spaces of the building. The AHU’s are connected to outside air dampers which regularly ventilate all spaces with outside air.
- ✓ All air filters in the AHU’s have been upgraded to MERV 13 air filters.
- ✓ HVAC controls are set to flush the building with outside air.

To reduce the risk of infection in all Strauch building spaces, it is recommended to:

- ✓ Keep windows closed. The HVAC system in this building changes the air in all spaces regularly.
- ✓ Keep office and other room doors closed.
- ✓ Disinfect office and other room surfaces regularly.

Questions? Contact Director of Facilities Kyle Skrocki at 802-387-6887. Kyle’s email address is kyleskrocki@landmark.edu.

THANK YOU!

[Return to Table of Contents](#)

