MEMORANDUM OF UNDERSTANDING

Between

Cornell University
Facilities Management

And

Cornell University
Department of Food Science
&
The Cornell Dairy Operations
BACKGROUND AND PURPOSE:

The Dairy Plant operation is housed in facilities constructed and owned by the State University of New York to support the College of Agriculture and Life Sciences, specifically the Department of Food Science. The Dairy Plant operations span facilities with different names and vintages. The plant equipment was purchased and installed by SUNY, therefore, we expect that the eventual replacement of equipment and systems will also be funded by SUNY.

The purpose of the Memorandum of Understanding is to define the maintenance responsibilities of both parties for the Dairy Processing Plant facility, located in Stocking Hall (411 Tower Rd, Ithaca, NY 14953).

GENERAL SERVICE EXPECTATIONS (by each Party)

Centrally funded maintenance from Facilities Management is expected to fund corrective and preventive maintenance to the:

- Building envelop
  - Roof
  - curtain wall
  - windows
  - exterior masonry
  - doors (including the loading dock doors)

- Building interior
  - Floors
  - Walls
  - Ceilings

- Building systems that would support a typical use
  - Lighting (both interior and exterior)
  - Power (both interior and exterior)
  - Air handlers
  - Fire alarm
  - Fire protection
  - Domestic hot and cold water (up to but not including automated process valves)
  - Water softener
  - Steam (up to but not including automated process valves)
  - Compressed air (up to but not including automated process valves and control panels)
  - Eye wash and safety shower stations

- Building systems that would support a more specialized use
  - Ice builder
  - Ice water system (up to but not including the process valves)

5/28/2014
- Refrigeration systems for freezer and cooler
- Freezers and coolers cases and doors

- Periodic Pest Control
  - Since this program needs to meet the Food Safety Program requirements, the effort will be managed by the Dairy Plant, but funded by Facilities Management.

The **Dairy Plant** is expected to fund corrective and preventive maintenance to the:

- Water filtration and de-chlorination system that feeds the product line
- Continuous ice cream freezer and refrigeration system
- Process control system
- Truck unloading platform in the raw receiving bay
- Quick raise door curtains
- Case wash rollup door
- All process specific equipment including control valves
NOTICE

Facilities Management will send any and all official communication to:

Peter Paradise
College of Agriculture and Life Sciences (CALS)
Senior Director of Facilities
Cornell University
401 Kennedy Hall
pdp1@cornell.edu

And,

Mathieu Stratton
Dept. of Food Science
Cornell University
Stocking Hall, Room 243
mks16@cornell.edu

And,

Jason R. Huck
Cornell Dairy Operations
Stocking Hall, Room 180
Ithaca, NY 14853
jrh63@cornell.edu
The Dept. Food Science/Dairy Processing Plant will send any and all official communication to:

TERMS AND AGREEMENT

The Memorandum of Understanding is effective __November 4, 2014__. The term of this MOU will be for a period of **60** months, ending __October 31, 2019__. The MOU may need to be modified from time-to-time to reflect any facility or operational changes, etc. Modifications to the MOU will only be made as mutually agreed.

IN WITNESS WHEREOF, the undersigned parties have executed this agreement with full understanding and acceptance of its terms on this day of __October 31, 2014__.

Jim Gibbs, Director of Facilities, Facilities Management

Date:

Steve Devlen

XXX, Facilities Management

Date:

Peter Paradise, Sr. Director Facilities, CALS

Date:

Mathieu Stratton, Business Administrator, Dept. Food Science

Date:

Jason R. Huck, General Manager, Food Science/Dairy Plant

Date:
Addendum A

This addendum serves to clarify the method in which Facilities Management will fund the pest control program managed by the Cornell Dairy (Dept. Food Science).

The Dairy Plant currently pays for pest control services, performed by Ecolab Pest Elimination, on a monthly basis. Per this agreement, the Dairy Plant will continue to manage the service and will bill Facilities Management on June 15th of each year, for services incurred during that fiscal year (July 1 through June 30). The Dairy Plant will provide Facilities Management with an annual invoice along with copies of each of the monthly invoices.