

MTSU Sustainable Campus Fee Funding Request Form

The Sustainable Campus Fee (SCF) supports projects that advance sustainability at MTSU. This form allows students, faculty, and staff to propose initiatives that contribute to a greener campus through energy efficiency upgrades, infrastructure improvements, education, research, and efforts to enhance campus biodiversity.

There are 5 sections to the application: Section I: Contact Information, Section II: Project Category, Section III: Project Description, Section IV: Project Cost, and Section V: Project Performance Information (For applicable projects).

The Sustainable Campus Fee is administered through a partnership with the Office of Student Affairs, the Center for Student Involvement & Leadership, and the Center for Energy and Sustainability (CES).

Date Wednesday, September 30, 2026

Request Number **SCFR27000089**

1. Name Kimberly Hand

Email kbhand@mtsu.edu

Phone Number (256) 665-4910

SECTION II: Project Category

Please note that all proposed projects will have to comply with MTSU campus guidelines and recommendations.

1. Select the category that best describes the project. (Select One - See Descriptions Below)

Waste Reduction

CATEGORY DESCRIPTIONS

Energy Conservation/Efficiency - (e.g. installing LED light bulbs, adding insulation to walls, replacing old appliances with energy-efficient models, installing programmable lighting, etc.)

Renewable Energy - (e.g. implementing projects to harness naturally replenishing sources like wind, water, and sunlight to generate electricity - like solar-powered picnic tables, etc.)

Sustainable Transportation - (e.g. installing covered bike racks, replacing fuel vehicles with electric vehicles, etc.)

Alternative Fuels - (e.g. setting up electric vehicle charging stations, implementing hybrid or electric vehicles, purchasing electric or propane power equipment, etc.)

Recycling - (e.g. purchasing recycling bins, improving signage, recycling difficult materials, etc.)

Waste Reduction - (e.g. establishing a reuseable to-go container program, reducing food waste, installing waterbottle filling stations, etc.)

Water Conservation - (e.g. purchasing rain barrels, creating a rain garden, switching to low-flow water fixtures, installing low-flow water valves, etc.)

Biodiversity - (e.g. planting pollinator garden, tree planting, installing bird boxes, etc.)

Education - (e.g. hosting a sustainability fair to raise awareness about green practices, hosting bike repair and/or safety workshops)

Research and Innovation - (e.g. researching the effects of microplastics, solar feasibility study, etc.)

SECTION III: Project Description

Please include as much detail as possible in this section. The more information you provide, the better equipped the adjudication committee will be to fully understand your request and make an informed decision.

To expand a text box, click and drag the two diagonal lines in the bottom-right corner. This allows you to adjust the size and view of your content as you type.

1. Project Title

Murphy Center - Track Level HVAC Filter Conversion

2. Scope: Work to be accomplished

Purchase and install high-efficiency Camfil filter bags in the track-level air handler units, and eliminate the need for pleated pre-filters.

3. Scope: Benefit Statement

Reduction in landfill waste by 1,793,792 cubic inches. Currently, there are seven air-handler units serving the Murphy Center arena requiring an annual and quarterly changeout of 875 filters, both bag filters and pleated filters. By converting to high-efficiency Camfil bags, we can reduce this to 175 filters every two years while maintaining energy efficiency.

4. Location of Project

Murphy Center - Track Level Mechanical Rooms

5. Participants and Roles

Connor Patton - Camfil - Filter Supplier

John Campbell - RPM Filter - Filter Installation

6. Student Participation in the project and/or Student Benefit from the project

Students will benefit by significantly reducing the amount of waste in our landfill and the carbon footprint of the trucks required to deliver new filters and empty dumpsters full of dirty filters multiple times a year.

7. Future Operating and/or Maintenance Requirements

No additional future operating costs are required for this conversion. Future changeouts will be funded by Facilities Services in accordance with the units' preventive maintenance schedule.

8. Additional Comments or Information Pertinent to the Proposed Project

The Murphy Center is a high-use, high-visibility building for our entire community. The arena serves as a venue for commencement and graduation ceremonies, sporting events, and concerts.

Any supporting documents or attachments will be on the pages following the SCF Request.

Note, all projects are expected to be completed by December 31, 2026.

SECTION IV: Project Costs

1. Project Cost Estimate 19239.39

2. Source of Estimate

Quote from Camfil - \$18,551.89
Shipping - 250.00
Installation - RPM - 437.50 (calculated using state contract rate)

3. Has previous funding from this source been awarded? No

If Yes, please explain how this request differs from previous funding request.

SECTION V: Project Performance Information

If your project is expected to reduce energy consumption (e.g. through lighting upgrades or HVAC improvements etc.), please provide an estimate of potential savings. Feel free to contact the Center for Energy and Sustainability for help making these calculations at ces@mtsu.edu.

1. Estimated Annual Energy Savings (Estimated in kW, kWh, Btu, etc.)

N/A

2. Annual Energy COST Savings (\$)

N/A

3. Annual Operating Cost Savings or Other Cost Savings. Specify in dollar amount, if applicable. (\$)

N/A

4. Matching or Supplementary Funding (Identify and explain, if applicable)

Acknowledgment

I acknowledge that a project summary and photo must be submitted, if I am awarded funding and upon completion of the project.

Supporting Documentation or Attachments if provided.

Murphy Center Track Level

Current Filter Waste Calculation*

Size	Qty	Frequency	Total Waste (in ³)
20x20x2	56	8	358,400
20x24x2	98	8	752,640
24x24x2	21	8	193,536
20x20x22	56	2	268,800
20x24x22	98	2	564,480
24x24x22	21	2	145,152
			2,283,008

Proposed Filter Waste Calculation*

Size	Qty	Frequency	Total Waste (in ³)
20x20x22	56	1	134,400
20x24x22	98	1	282,240
24x24x22	21	1	72,576
			489,216

* data based on two year cycle

Current waste	2,283,008
Proposed waste	489,216
Waste Reduction	1,793,792



Quotation

Camfil USA, Inc. Nashville
2 Dell Parkway, Suite 4
Nashville, TN 37217

Phone: 615-248-9471
FAX: 615-248-9473
Website: <https://www.camfil.com>

Ship To:

TIPS - Middle Tennessee State University
1301 E Main St
Murfreesboro, TN 37132

Kimberly Hand
kimberly.hand@mtsu.com
(615) 904-8356

Bill To:

CAMFIL USA, INC. N.A. 973-907-9218
ONE NORTH CORPORATE DRIVE
RIVERDALE, NJ 074571715
United States

Shipping Instructions

TIPS CONTRACT #25010401

Delivery using Lyon Enterprise.

Quote Details:

Quote #: QUO-433104-D1H3Q8
Rev: 0
Customer #: 15660
Currency: US Dollar
Job: Murphy Center Track Level
Ship Via: BEST WAY
Date: 9/3/2026
FOB Factory: Nashville, TN
Expiration: 11/2/2026
Freight Terms: PREPAID / ADD TO INVOICE
Terms: NET 60 DAYS
Lead Time: Stock
Lead-time subject to change prior to order placement

MECH RM 217: AHU 13

Line #	Part #	Qty	Part Name	Unit Price	Total
25	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
26	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
27	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
28	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

Mech RM 218: AHU 14

Line #	Part #	Qty	Part Name	Unit Price	Total
1	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
2	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
3	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
4	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

MECH RM 218: AHU 15

Line #	Part #	Qty	Part Name	Unit Price	Total
5	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
6	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
7	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
8	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

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MECH RM 219: AHU 16					
Line #	Part #	Qty	Part Name	Unit Price	Total
9	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
10	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
11	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
12	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

MECH RM 219: AHU 17					
Line #	Part #	Qty	Part Name	Unit Price	Total
13	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
14	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
15	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
16	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

Mech RM 220: AHU 11					
Line #	Part #	Qty	Part Name	Unit Price	Total
17	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
18	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
19	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
20	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

MECH RM 220: AHU 12					
Line #	Part #	Qty	Part Name	Unit Price	Total
21	405618A22	3.0	HFESMV13/24/24/22/10	\$118.25	\$354.75
22	405618B22	2.0	HFESMV13/24/20/22/8	\$97.26	\$194.52
23	405618E22	12.0	HFESMV13/20/24/22/10	\$117.27	\$1,407.24
24	405618D22	8.0	HFESMV13/20/20/22/8	\$86.72	\$693.76

Subtotal:	\$18,551.89
Total:	\$18,551.89
All Pricing in:	US Dollar

- Special Comments:**
- Please include the Camfil quote # on your purchase order to ensure proper pricing.
 - Quote based on quantity listed.
 - Freight quoted is an estimate only.
 - Tax will be added to invoice if valid resale certificate is not on file with Camfil.

By:	Connor Patton
Email:	Connor.Patton@camfil.com
Phone:	+1 (615) 248-9471

Terms and Conditions

- 1. General**

The following terms and conditions are applicable to all sales by Camfil ("Seller") in addition to the terms and conditions contained in any written quotation from Seller. The term 'products' as used herein means the merchandise and services specified to be delivered or performed by Seller. Any notice or other communication required or permitted hereunder shall be deemed sufficiently given if sent in writing by registered or certified mail, postage prepaid to the other party hereto at its respective address shown on the face of the quotation. Any such notice, if so mailed, shall be deemed to have been received on the third business day following such mailing. Either party hereto may change its address for notice purpose by written notice to the other party. This Agreement may not be assigned or otherwise transferred by Buyer without the prior written consent of Seller. Any such assignment without such prior written consent shall be null and void and of no force or effect whatsoever.
- 2. Acceptance**

All orders are subject to formal acceptance by Seller at its home office, Acceptance is expressly contingent on Buyers acceptance of all terms and conditions without exception, as set forth herein and in any written quotation from Seller. Any of the terms and conditions of Buyers order, which are inconsistent with or in addition to the terms and conditions hereof shall not be considered applicable to the sale or shipment of the products. No contract shall exist except pursuant to Seller's acceptance. In the absence of prompt written notification to the contrary, the sale and shipment by the Seller of the products covered hereby shall be conclusively and solely deemed to be subject to the terms and conditions hereof, Acknowledgement of receipt of an order does not constitute in-and-of itself formal acceptance of the order.
- 3. Price**

Unless otherwise separately and expressly set forth herein,
a) Prices do not include transportation charges, drawings, export or special packaging, markings or any compliance testing such as special environmental, vibration, life cycle, extreme temperatures, etc.
(b) Prices do not include inspection charges for inspection performed, at the request of Buyer, by outside individuals, entities, or agents.
(c) Prices shall be subject to an additional charge to cover any existing or future sales, use or similar tax which may be applicable and all duties, imports, and similar levies, except where Buyer properly furnishes appropriate certificate of exemption therefrom.
- 4. Terms**

(a) Terms are Net Cash prior to shipment except where satisfactory open account credit is established, in which case terms are Net Thirty (30) days from date of invoice, Seller reserves the right, in Sellers sole discretion, to revoke any credit extended, Invoices will be issued upon shipment. Buyer agrees to pay the lesser of one and one-half percent (1 1/2%) per month or the maximum rate legally permitted assessed against the unpaid balance from date of invoice until date of repayment.
(b) Buyer grants Seller a purchase money security interest in the products sold to Buyer and all proceeds thereof, as security for Buyers obligations. Buyer shall execute and cause to be filed all instruments or documents necessary to perfect any such interest, including a financing statement on Form UCC-1.
- 5. Warranties**

Seller warrants that all products ordered hereunder shall be free from defects in material and workmanship and will conform to specifications, drawings, samples, or other description delivered by Buyer to Seller at Sellers home office address shown on the face hereof. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF, INCLUDING THE WARRANTY OF MERCHANTABILITY. Seller warrants that neither the use alone, nor the sale in the form in which the products were delivered by Buyer, will infringe on the claims of any United States patent. Buyer shall at its own expense, defend and hold Seller harmless from any claim of any nature whatsoever arising out of any warranty or representation extended to others except to the extent specifically authorized in writing hereunder.
- 6. Sellers Liability**

Sellers liability for defective products is limited to either repair, replacement or refund of the purchase price of the defective products at Sellers election, provided the defective products are returned to Seller, at Sellers request, transportation charges prepaid by Buyer. Products shall not be returned to Seller without Sellers permission. Under no circumstances (whether or not foreseeable) shall Seller be obligated for consequential, special, incidental or other damages, losses or expenses in connection with or by reason of any breach: Seller's liability is limited to the purchase price of the products. The remedies expressed are exclusive. No claims for defective products (whether due to latent or patent defects) may be made except in writing, provided claims for patent defects are received by Seller within fifteen (15) days from the date of delivery and claims for latent defects are received by Seller within one year from the date of delivery. In the event any other default is claimed, notice shall be promptly given to Seller.
- 7. Excuse**

Seller shall not be in default by reason of any failure in performance of its obligations under any written agreement (including any failure to make progress in the prosecution of the work thereunder which endangers performance) if such failure arises out of causes beyond the control of (whether caused directly or indirectly), of the Seller. Such causes may include, but are not restricted to: Acts of God or of the public enemy; acts of any Government (including specifically but not exclusively any orders, rules, or regulations issued by any official or agency of any such Government) in either its sovereign or contractual capacity; riots; fires; floods; epidemics; quarantine restrictions; embargoes; strikes; labor difficulties; unusually severe weather; shortages in labor, fuel, materials and supplies, or any combination thereof.

- 8. Force Majeure** Irrespective of anything herein to the contrary in the event of war, fire, flood, strike, labor trouble, breakage of equipment, accident, riot, act of governmental authority, Acts of God. or contingencies beyond the reasonable control of the parties, interfering with the production, supply, transportation, or consumption practice of the party at the time respecting the supplies covered by this contract, or in the event of inability to obtain on terms deemed by Seller to be practicable any raw material (including energy source), purchased part or component used in connection therewith, quantities so affected shall be eliminated from any written agreement without liability, but the written agreement shall otherwise remain unaffected. Seller may, during any period of shortage due to any of said causes, allocated its supply of such raw material among its various uses thereof (e.g. manufacturing and safes) in such manner as Seller deems practicable and allocate its supply of such products among such various uses therefore in any manner which, in the opinion of the Seller, is fair and reasonable.
- 9. Shipments** All shipments shall be F.O.B. Sellers plant unless otherwise specified in the absence of specific instructions. Seller may select the carrier. Risk of loss shall pass to Buyer upon delivery of the products to the carrier or delivery service or on the date in which payment is due, whichever occurs first. Products held for Buyer or stored for Buyer shall be at Buyer's risk and expense. Payment for any shipment of products postponed at Buyer's request and approved by Seller shall be due from the date previously specified in the order for shipment or from the date notice is given that the products are ready for shipment, whichever is later. In the event of such postponement, title shall pass to Buyer as of the date the products are ready for shipment. Claims against Seller for shortage must be made in writing within fourteen (14) days after receipt by Buyer of the products shipped.
- 10. Taxes** In addition to all other amounts due Seller, Buyer shall pay or reimburse Seller the amount of any sales, use, excise, properly or other federal, state or local taxes, duties, tariffs or other assessments (other than any tax based solely upon Seller's net income) and related interest which Seller is at any time obligated to pay or collect in connection with or arising out of transactions between the Seller and the Buyer. If Buyer claims a tax exemption, Buyer must provide Seller with a valid tax exemption certificate prior to shipment of any product.
- 11. Proprietary Rights** Notwithstanding anything to the contrary contained in any request for quotation, quotation, purchase order, written agreement, or other document, or any purchase order or contract which may result therefrom, or in any plans, specifications, drawings, schedules or tables, contained in or incorporated therein by reference or otherwise, under no circumstances will;
- (a) Buyer has access to any portion of Seller's facilities deemed to be proprietary by Seller;
 - (b) Buyer has access to any proprietary data or information;
 - (c) Buyer has any right or rights in or to proprietary data or information;
 - (d) Seller be deemed to grant a license to or any right in any patent, applications for patent, proprietary data or information.
- Seller shall not be bound by any provision under any prime or other contract under which the Buyer may utilize products sold by Seller. 'Proprietary data or information' as used herein, means any data providing information concerning Seller's trade secrets such as may be contained in, but not limited to any formula or device or compilation of information such as Seller's manufacturing methods or processes treatment and chemical composition of materials, plant layout and tooling.
- 12. Waiver** All rights of the Seller hereunder are separate and cumulative, and no one of them, whether or not exercised, shall be deemed to be an exclusion of any of the other rights and shall not limit or prejudice any other legal or equitable right which the Seller may have. No waiver by Seller of any of its terms, conditions, rights or privileges shall be deemed as thereafter waiving any such terms, conditions, rights or privileges.
- 13. Controlling Provisions** These terms and conditions contained in any quotation shall supersede any provisions, terms and conditions contained on any confirmation order or other writing Buyer may give or receive and the rights of Buyer and Seller shall be governed exclusively by those terms and conditions. Seller makes no representations or warranties concerning any written quotation except those expressly contained therein. A written quotation may not be changed or modified orally. Any change or modification must be in writing and signed by an officer of Seller. The laws of the State of New Jersey shall apply.
- 14. Termination and Suspension** Any termination or suspension of a sales order shall be by written notice to Seller specifying the extent to which performance of the work is terminated or suspended, Seller shall stop work under a sales order and Buyer shall pay Seller for (1) full settlement for products completed and/or (2) termination or suspension charges billed on the percentage of completion basis as applies to total price but not to exceed the total order price.
- 15. Governing Law** The rights and obligations of the parties hereto shall be governed by and in accordance with the laws of the State of New Jersey.
- 16. Severability** The invalidity in whole or in part of any of this Agreement shall not affect the validity or enforceability of any of its other provisions.