

UCMERCED

Facilities Management State-Funded and Billable Services

Facilities Management receives funding to provide maintenance in eligible state-supported areas only, per UCOP guidelines. State-supported areas, assets, and facilities are those that are open for use by the public and are not assigned to, occupied by, or dedicated for specific departments. The following is a *partial* list of the services typically funded by Facilities Management and those services which are billable for state funded space. All services for non-state funded space is billable.

These are examples and this list is not comprehensive. If the service you need is not listed then contact FMHelp at 209-228-2986 to ascertain whether or not it is state supported.

Service Type	Centrally Funded Services in Public Common Areas	Billable Services
<p style="text-align: center;">Building Custodial</p>	<ul style="list-style-type: none"> •Routine cleaning services performed in general use spaces such as lobbies, corridors, restrooms, and other public areas •Routine cleaning services in labs, offices, classrooms, and other supported areas •Routine scheduled pest control •Exterior window washing <u>when funding allocation for this service is provided</u> 	<ul style="list-style-type: none"> •Carpet shampoo/cleaning, floor strip and wax in all departmental-occupied, non-public spaces •Event setups •Cleaning services in addition to routine requests •Spill clean-up in department spaces •Project clean-up over and above routine cleaning •Special requests such as additional trash cans, walk-off mats, special cleanup above and beyond established routine cleaning •Trash removal of irregular items or excessive accumulations above and beyond everyday norms •Interior window washing
<p style="text-align: center;">Carpentry</p>	<ul style="list-style-type: none"> •Baseboard repairs •Ceiling tile replacement and repair •Door repairs •Drywall and plaster repairs •Door closers •Doorstop installation •Restroom partitions •Floor tile repair and replacement in public spaces 	<ul style="list-style-type: none"> •Construction, repair, and/or installation of cabinets, bookshelves, and miscellaneous casework •Door replacements and/or conversions within controlled space •Earthquake restraints: shelves, cabinets, gas cylinders, bookshelves, file cabinets, freezers, or other such furniture or equipment •Picture framing, picture hanging, white board / chalk board installations or moving

	<ul style="list-style-type: none"> •Replacement and/or repair of carpets, linoleum, vinyl floors, wooden floors, and other floor surfaces in public spaces •Furniture repair in public spaces •Mirror replacements in restrooms and public spaces •Wooden railings and steps repair and replacement •Stair tread, guard replacements, safety strips •Window and glass repairs on building exteriors 	<ul style="list-style-type: none"> •Office furniture repair •Hanging of screens or special projection equipment •Mirror installation or moving •Replacement and/or repair of carpets, linoleum, vinyl floors, wooden floors, and other floor surfaces in departmental spaces •Purchase and/or installation, maintenance and repairs of venetian blinds or draperies
<p style="text-align: center;">Electrical</p>	<ul style="list-style-type: none"> •Ballast replacement (facility lighting) •Intermittent circuit breaker resets, repair or replacement not due to overloading. •Electrical distribution repair •Emergency generator and circuit service serving state supportable spaces •Emergency lighting •Facility fixture cleaning and building re-lamping •Building facility lighting control systems •Fume Hood lighting 	<ul style="list-style-type: none"> •Lighting requests for services above baseline •Breaker resets due to overloading of circuit •Additional outlets and circuit requests •Cord replacement and/or repair •Desk lamps and relamping •Departmental display case lighting installation, repair, and relamping •Intercom repairs and installation •Department-owned equipment installation and hook-up •Temporary power installations •Special lighting requests for example, UV lamps, dark room lamps, etc. •Maintenance and repair of departmental power conditioners and emergency power systems, e.g,uninterruptible power supply (UPS). •Maintenance and repair of dedicated departmental equipment and appliances

Elevator	<ul style="list-style-type: none"> •All general elevator maintenance and repair 	<ul style="list-style-type: none"> •Special use lifts within specific departments •Special Requests such as opening cab ceiling to allow transportation of large furniture or equipment
Fire and Life Safety	<ul style="list-style-type: none"> •Fire extinguishers, hoses, cabinets, sprinklers •Fire alarms, smoke detectors and system monitoring 	<ul style="list-style-type: none"> •Additional protective devices beyond code requirements
General Services and Maintenance	<ul style="list-style-type: none"> •Brick, mortar, cement inspection •Public space inspection •Graffiti removal 	<ul style="list-style-type: none"> •Moving services of equipment, furniture, uncrating, demolition, etc. •Hanging / Placing pictures, signs, etc. •Uncrating / Crating
Landscaping Services	<ul style="list-style-type: none"> •General landscape maintenance of non-dedicated landscape areas •Hardscape maintenance •Tree trimming, removal, and replacement •Litter pickup •Road and walkway maintenance and repair •Irrigation system installation and repair •Exterior planter beds and containers not specifically assigned to a department 	<ul style="list-style-type: none"> •Project related landscape needs or repair of damage caused by project work •Special requests for plantings or color changes •Parking lot maintenance and cleanup •Special event preparation and cleanup •Damage and vandalism to existing landscaping and irrigation systems
Lock & Access	<ul style="list-style-type: none"> •Repair and replacement of architectural door hardware: standard locksets, key cylinders, closers, door operators, and exit devices located in public spaces. •Installation and maintenance of Electronic Access Control systems for non-dedicated exterior and public spaces. •Door alarm installation and maintenance in public spaces. •Programming Cat Cards for card readers in public spaces •Door maintenance • ADA door access controls 	<ul style="list-style-type: none"> •Electronic access control installation,* maintenance, and repair, dedicated to departmental space or program •Dedicated intrusion/freezer alarm installation,* maintenance, and repairs *Locks and security systems installed only after Fire Marshal, Public Safety and Facilities and approval is acquired by customer. •Key fabrication •Lock re-keying, installation •Window, cabinet, file, desks and other casework

		<ul style="list-style-type: none"> •Unlocking cabinets, desks, and other casework •Lockouts** **For security purposes, FM must verify customer's right to access an area during business hours. •Repair/replacement of locks on interior office doors •Security alarm reports
Mechanical	<ul style="list-style-type: none"> •Building fans •Fume hood maintenance 	<ul style="list-style-type: none"> •Dedicated fans •Animal bedding systems •Dedicated humidifiers
Painting	<ul style="list-style-type: none"> •Painting is done in public spaces, as needed 	<ul style="list-style-type: none"> •Routine painting and refinishing of all departmental space •Parking lot painting and restriping •Vinyl and/or wallpaper installation or repair
Plumbing	<ul style="list-style-type: none"> •Restroom equipment maintenance and repair/replacement •Drinking fountains in public spaces •Emergency eyewash/shower maintenance •Facility wide utility systems 	<ul style="list-style-type: none"> •Laboratory equipment hook-up and/or installation •Installation and/or maintenance of dedicated laboratory systems: DI Water, waste systems, cooling systems, vacuum systems, gases, etc. •Installation of experimental laboratory equipment •Clogged sinks and/or drains due to customer operations •Water filter installation and/or maintenance
Refrigeration / HVAC	<ul style="list-style-type: none"> • Main building chillers • Main building air conditioning units, thermostats and controls. •Preventative Maintenance (not repairs) of building walk-in boxes not dedicated to departments 	<ul style="list-style-type: none"> •Dedicated air conditioning units •Dedicated fan coil units •Dedicated chillers •Refrigerators •Freezers •Freezer rental

		<ul style="list-style-type: none"> •Ice machines •Walk-in boxes repairs
Refuse and Recycling	<ul style="list-style-type: none"> •Routine recycling material pickup (Custodial) 	<ul style="list-style-type: none"> •Excessive or unusual recycling materials pickup <ul style="list-style-type: none"> • Bulk waste or waste not in receptacles • Project, event, etc. waste •Wooden pallets and excessive or non-flattened cardboard or packing materials •Furniture and special item pickup
Signage	<ul style="list-style-type: none"> •These services are provided to the campus community on a billable basis, unless specifically done as part of New Construction or a funded remodel project <p>Note: Signage standards have been established by the University to insure consistency and compliance with ADA Guidelines.</p>	<ul style="list-style-type: none"> •Signage, name plates, holders
Structural Maintenance	<ul style="list-style-type: none"> •Roof maintenance and repairs •Structural waterproofing •Building window leaks and caulking •Gutter and downspout maintenance 	