

Effective July 1, 2017 the below per labor-hour charges are in effect for all billable services from Physical Plant. There are no anticipated changes in policy regarding what is a billable service vs. what is not. Please feel free to contact [Joyce Topshe](#) with any questions.

#### Fiscal Year 2018 Physical Plant Rate Schedule

<b>Custodial, Moving and Events</b>	<b>Schedule</b>	<b>Billable Amount</b>	<b>Billable Amount to CFA</b>
Routine Cleaning on a weekly basis	As scheduled by Physical Plant	No Charge	No Charge
Special Cleaning and Set Up before and after events and projects	Monday-Friday 8:30am-3:00pm	Flat Fee \$42	Billed at cost directly by SMG
	All Other Times	<b>Minimum 2 hours @ \$42/hour</b>	<b>Minimum 2 hours @ cost billed directly by SMG</b>
Furniture inventory, preparations for student housing, moving for recycling and composting programs	As scheduled by Physical Plant	No Charge	No Charge
Moving Services	Monday-Friday 7:00am-3:30pm	Minimum 1 hour @ \$51/hour	Minimum 1 hour @ \$51/hour
	All other Times	<b>Minimum 2 hours @ \$51/hour</b>	<b>Minimum 2 hours @ \$51/hour</b>
<b>Physical Plant Trades Work</b>			
Routine building maintenance, operations, and repair work	Monday-Friday 7:00am-3:30pm	No Charge	No Charge
Special requests, event and project related work, work on programmatic equipment or fixtures	All times	\$57/hour	\$57/hour

#### Billable Projects-

Physical plant performs routine maintenance of campus buildings and grounds. Major Maintenance projects are funded separately, approved in advance based on priority, and posted on our [web page](#). Any work which exceeds routine or Major Maintenance is billable to the requesting department. Examples of billable projects include:

- Changing the function, use or occupancy of an architectural space
- Adding, eliminating or relocating utilities or architectural components, e.g., walls, doors, heating, ventilation, air conditioning, refrigeration, appliances, etc.
- Replacing finishes within the space that are not scheduled for replacement through routine or major maintenance
- Installation of furniture, hanging of pictures and/or shelving, relocating fixtures or lab equipment

Projects performed with in-house staff will be billed at \$57.00 per hour. Projects performed by outside contractors will be billed at cost. At the customer's request, physical plant will provide a written estimate, in advance for all billable project work. The customer may request that physical plant solicit competitive bids from 1 or 2 outside contractors. The customer may then select the lowest acceptable bidder to complete the project within their desired time frame.