

**Fiscal Year 2020 Physical Plant Rate Schedule:**

<b>Custodial Services</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	Monday-Friday 8:30am–3:00pm	Flat Fee \$43	Billed at cost directly by SMG
	All Other Times	<b>Minimum 2 hours</b> @ \$43/hour	<b>Minimum 2 hours</b> billed directly by SMG

<b>Moving Services</b>	<b>Schedule</b>	<b>Billable Amount to all Departments</b>
Moving for recycling and composting programs	As scheduled by Physical Plant	No Charge
All other moving services	Monday-Friday 7:00am-3:30pm	<b>Minimum 1 hour @</b> \$51/hour
	All other Times	<b>Minimum 2 hours @</b> \$51/hour

<b>Physical Plant Trades Services</b>	<b>Schedule</b>	<b>Billable Amount to all Departments</b>
Routine building maintenance, operations, and repair work	Monday-Friday 7:00am-3:30pm	No Charge

Departmental requests, work on programmatic equipment, event staffing and other project related work	All times	\$60/hour
Nameplates - new requests and for office moves.	All Times	½ hour labor charge

**Billable Services:**

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

At the customer's request, physical plant will provide a written estimate, in advance, for all billable services. The customer may request that physical plant solicit competitive bids from outside contractors. The customer may then select who will complete their requested work. Projects performed by outside contractors will be billed directly to the department.

Some examples of billable services include:

- Adding, eliminating or relocating: utilities or architectural components (i.e. walls, doors, heating, ventilation, air conditioning, refrigeration, appliances, etc.)
- Replacing finishes within a space that are not scheduled for replacement through routine or Major Maintenance (i.e. painting, flooring, etc.)
- Installation of furniture, hanging of pictures and/or shelving, relocating fixtures or lab equipment