

Billable Items

In general, Maintenance and Operations Department's responsibility is for the maintenance and repair of existing facilities, furnishings, and systems.

The cost of new items (discretionary items, expansion of service, remodels, classroom changes, etc.) typically should be borne by the site (or others such as Risk Management, Athletic Programs, Capital Reserve funds, for example).

A list of typical (but not all-inclusive) items that the site would be expected to pay for would include:

Interior

backboards, goals
banners, plaques, pictures – installation
boards, white/tack/bulletin - installation
cabinets
cameras, TV monitors
carpet
climbing wall/cargo net
electrical supply, outlets/circuits
graphics applications (sign related)
keys
kitchen equip. maint. (thru Nutrition Serv.)
lights
lockers
locks, new/re-key
locksmith services to open all locks
projection screen install
proximity card, controller
remote door opener
room remodel/re-configure
security systems additions/enhancements
shelving, new or relocate
signs, labels, name plates
tack strips
window coverings, treatments

Exterior

backboards, goals
climbing walls
fences
lights
marquees, letters
picnic tables, benches
playground equipment
cameras
security system additions
signs
trash containers
trash service (additional)
turf, landscaping

Other

Any maintenance of non-standard or non-approved items

In addition, if you decide to purchase/install these items on your own, please ask for Maintenance & Operations to review and approve first. If Maintenance and Operations is to assume responsibility for these site-purchases/installed items, we must expect some level of quality of product and installation before we assume the responsibility.