MAINTENANCE (Purchasing Department) vs. CONSTRUCTION (Design & Construction Services Department)

Maintenance or Construction Decision Tree

Maintenance: Maintenance is the upkeep of property, machinery, systems, and facilities, including buildings, utility infrastructure, roads, and grounds. Maintenance consists of those activities necessary to keep facilities and systems operational and in good working order. It consists of the preservation, but not the improvement, of buildings and grounds, other real property improvements and their components. Maintenance may include replacement of components of equipment or building systems (roof, flooring, HVAC, etc.) if replacement is performed.

System: "a regularly interacting or interdependent group of items forming a unified whole." Systems related to University facilities are specifically defined in the FIRM (Facilities Infrastructure Renewal Model). Examples of facilities systems would be an HVAC system comprised of circulating pumps, fan coil units, etc. or an electrical system comprised of fixtures, service panels, etc.

Component: A component is "a constituent part" of a system. Examples of facility components would be a thermostat which is a component of an HVAC control system, or flashing which is a component of a roofing system. If the work associated with replacement of a system's component(s) is greater than 50% of the replacement value of its system, such work should be considered a system replacement and for the purposes of this article, shall be considered repair and beyond the scope of maintenance. In addition, if the value of the work associated with replacement of component(s) exceeds current University Minor Capital Project limits, the Facility shall obtain Office of the President concurrence prior to proceeding with the work on the basis of maintenance work as defined in this Chapter.

Replacement: Substituting systems or components no longer usable or adequate with items of the same kind.

If a replacement in kind is obsolete or otherwise not reasonably commercially available, is the purchase a reasonably similar replacement?

Is the need on a routine or recurring basis?
Is the need to ensure the equipment or building system retains its functionality for its anticipated useful life?
Is the component less than 50% of the cost of replacement of the system?
If the purchase is within the Minor Cap limit ($750,000)?

YES
NO

Request OP approval or proceed with a construction contract

Construction Or Call Counsel for Advice

YES
NO

Is the need to bring the equipment or building system back to its fully functional state?

YES
NO

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