

Account	Account Desc	Definition	Special Instructions
660061 *	Rep & Maint - Building Maint	For activities related to routine repair and maintenance of buildings and permanently attached components (such as boilers and air conditioning systems).	<p>* MUST be used for Table I funds -> Operating funds AND Recurring Expenses</p> <p>* CAN be used for Table II funds -> Maintenance & Repair funds AND Non-recurring Expenses</p> <p>* DO NOT use for Table III funds -> If an expenditure extends an asset's useful life, it should be capitalized.</p> <p>See <i>Maintenance & Repair and Capital Project Funds Matrix</i> (https://adminfin.fullerton.edu/finance/asfr/policies/Default.php)</p>
660062 *	Rep & Maint - Custodial Srvc	For activities related to custodial services in buildings.	
660063 *	Rep & Maint - Util (TRI-GEN)	For activities related to the delivery of heating, cooling, light and power, gas, water and any other utilities necessary for the operation of the physical plant. This object code is to be used ONLY by campuses with a co-generation plant. It is not to be used for repairs and maintenance of equipment used to receive utility services. For example, repairs to electrical outlets or faucets would be charged to 660061, Repairs and Maintenance - Building Maintenance, and not to this object code.	
660064 *	Rep & Maint - Landscape & Grnd	For activities related to landscaping and grounds maintenance.	Use 613001 when there is a formal written contract (as determined by Contracts and Procurement).
660858	Repairs & Maint (Non Facility)	For equipment repairs and maintenance. Also used when equipment is employed for the purpose of performing building maintenance tasks, custodial services or landscape services.	
607009	Capital Equipment [E]	For Group 2 equipment: movable equipment, such as tables and chairs (but not replacement equipment) that is budgeted as its own project phase, typically following construction. Includes installation costs.	
607022	Capital-Preliminary Plans [P]	For all preliminary plans project costs incurred during the P phase, including Special Consultants (Mechanical Review Board (MRB) and Seismic Peer Review Board (SRB)), Additional Project Services (Sustainable Registration/Certification Fees, Commissioning, Design Assist Addition to Preliminary Phase architectural fees, plan checks, DSA review, soils investigations and surveys (including those related to hazardous materials). If applicable, include costs charged by general contractor for working with design team during design phase (referred to as "construction management pre-construction services"). Also include contractually identified reimbursable expenses such as advertising, printing and reproduction, and travel costs.	Use object code 607034, Capital - Design Fees (construction phase), for architectural costs, including reimbursables, incurred during construction.
607026	Capital-Working Drawings [W]	For all Working Drawings project costs incurred during the W phase, including Special Consultants (Mechanical Review Board (MRB) and Seismic Peer Review Board (SRB), Agency Code Approvals/Compliance (Plan Check, DSA Review, CASp Inspections, State Fire Marshal, Seismic Peer Review Board (SRB)), Additional Project Services, If applicable, include costs charged by general contractor for working with design team during W phase.	
607031	Capital-Construction [C]	Used during the construction phase including the general contract (the general construction contract and all associated change orders). Include A/E Services During Construction, fees for testing required to be in compliance with building code and other state regulations, soils testing, legal fees, utility transfers/hookups and miscellaneous construction contracts. Including Group 1 equipment that was installed equipment, such as heating and air conditioning units, that is budgeted as a part of the construction phase.	
660066	Capital-Strat Pl, Mst Pl & Prg	<p>Used to record feasibility studies, master plans, and environmental impact reports. Per SUAM 9101, The Feasibility Study serves as the primary supporting documentation for the viability of the proposed project. The 2-7 presents the estimated costs from the feasibility study, as well as all required review agency costs. The Room Specifications, which are included in the study are used primarily by the design team as the basis for the developing the schematic package. Guidelines for feasibility studies used in the development of action year budget requests are available at: http://calstate.edu/cpdc/Facilities_Planning/Forms.shtml. Feasibility studies are always a critical component of the Five-Year Plan development. Comprehensive feasibility studies help ensure that campus programming is complete so action year budget requests reflect the proposed scope of the work. Renovation projects should address the programmatic needs, facility renewal, accessibility, hazardous materials, fire sprinklers, seismic, etc., and how the renovation will be accomplished.</p> <p>The California Environmental Quality Act (CEQA) requires public agencies to disclose the environmental impacts of their projects to decision makers and the public and to avoid or mitigate such impacts when feasible. The California State University is required to comply with CEQA for its projects. CEQA compliance must take place prior to the CSU taking irrevocable action on projects such as master plan revisions, schematic plans and ground leases.</p> <p>A Master Plan is a document that illustrates existing and anticipated facilities necessary to accommodate a specified enrollment at an estimated target date or planning horizon. It is the physical representation of how a campus will implement its Academic and Strategic Plans.</p>	<p>Capital – Strategic Planning, Master Plan, and Programming</p> <p>DO NOT use Contractual Services (object code 613001) or Supplies & Services (object code 660003) in operating funds for these costs.</p>