

Available Services

- **Work Control/Campus Maintenance**
- **Receive and Dispatch all Service Requests**
- **Project Estimating and Scheduling Services**
- **Campus Key Distribution**
- **Carpenter Shop**
- **Custodial Services**
- **Electrical Shop**
- **Elevators**
- **Engineering Services**
- **Heating Plant**
- **Key/Lock Shop**
- **Laborer Shop**
- **Landscape and Grounds**
- **Mail Services**
- **Mechanic Shop**
- **Motor Pool**
- **Paint Shop**
- **Plumbing Shop**
- **Refrigeration Shop**

Budget Information – Who Pays?

Facilities Services charges for work performed, and determines who is responsible for these charges. Assignment of charges for typical services are listed below. They do not necessarily apply in all cases, nor are they all-inclusive.

Services normally paid for by Facilities Services:

- Building maintenance items such as custodial services, trash collection, repairs to walls, windows, doors, roofs, ceilings, floors, and elevators in all State supported facilities.
- Repairing and servicing of all utility distribution systems (except video, voice and data communications cabling) including heat, cooling, water, gas, compressed air, electricity, air handling systems, and waste water.
- Repairs to all grounds components including walks, roads, curbs, street lights and storm sewers; care of lawns, trees and shrubs.
- Scheduled Maintenance Activities including replacements and upgrades to items such as: painting, flooring, ceilings, lighting, plumbing systems, roofs, etc.

Services normally charged to the requesting college or department:

- Repairs to department equipment.
- Service to refrigeration equipment, air conditioning equipment and utility services installed at the request of the department.
- Remodeling, renovation and moving at the request of the department.
- Installation and maintenance of research or instructional equipment or machinery, including utility support systems.
- Special requests from a college or department for upgrades and renovations not paid for by Facilities Services.
- Services provided to MSU's Auxiliary and Montana Agricultural Experiment Station enterprises.
- Services to prepare or support special events and the necessary cleanup following these events.
- Extraordinary maintenance or service (including custodial) requests that are discretionary and departmental in nature.
- Delivery of departmental supplies and equipment.

If you have any questions regarding a billing you have received, please call Facilities Services Work Control at 994-2107.