

UTSA[®] Facilities

BASE SERVICES

Base Services are those services for which Facilities receives a budget allocation and are rendered without charge. **Note: Auxiliary units are charged for Base Services.**

The following are examples of typical Base Services:

- building maintenance (corrective and preventive)
 - balconies, decks, and verandas
 - ceilings
 - classroom seating, desks, tables, workstations, tiered platforms, etc.
 - doors and hardware (excludes Security Services keypads, DSX card readers, Locknetics, etc.)
 - electrical (excludes departmental or IT equipment)
 - fountains (exterior, to include water treatment)
 - hydration stations and water fountains
 - lighting – exterior and interior
 - plumbing
 - roofing (downspouts, drains, gutters, and weep holes)
 - roads and sidewalks
 - stairs (steps, handrails, etc.)
 - walls
 - windows
- clocks (repair/replace in classrooms, common areas, hallways, and labs)
- custodial services provided through the custodial contract
- flooring (within normal replacement cycle)
- grounds maintenance (including irrigation)
- infrastructure support
 - fire alarm and protection systems
 - building controls (heating, cooling, etc.)
 - elevators
- light bulb replacement (excludes furniture, lamps, cubicles, cabinets, etc.)
- painting (within normal painting cycle)
- pest control
- signs - room number and wayfinding (exterior and interior)
- utilities and energy management (electric, gas, and water)

Note: This list does not contain every service possible. If the service you need is not listed, please contact the Facilities Service Center for clarification.