

TO: Administrative and Academic Departments
Account Managers
Faculty and Staff

FROM: Dr. Marilyn Fowlé, Vice President for Finance and Administration

DATE: November 01, 2010

SUBJECT: FY11 Charge Rates for Physical Plant Interdepartmental Services

In compliance with Texas A&M University System Policy 21.01.05, the Physical Plant Charge Rates for Fiscal Year 2011 are in effect starting November 1, 2010. These charge rates will be applied to all work or services in Auxiliary facilities, Non-Education & General (E&G) Events, and changes or upgrades to E&G use facilities and areas.

TRADE	*E&G RATE	*AUXILIARY RATE
Service Crew	\$12.31	\$19.14
Automotive	\$11.63	\$17.03
Painter	\$10.68	\$15.99
Carpenter	\$12.22	\$18.86
General Repair	\$10.96	\$17.23
Locksmith	\$14.42	\$22.18
Custodial	\$10.83	\$16.84
Grounds	\$12.25	\$18.36
A/C & Refrigeration	\$13.63	\$21.15
HVAC	\$12.48	\$17.53
Electrical	\$14.55	\$19.66
Plumbing	\$12.55	\$19.54

*Unscheduled support to E&G events and all Auxiliary services that result in personnel being awarded federal compensatory time off, will be charged at time and a half hourly rates.

The Auxiliary rates include the average hourly wage by trade, state benefit contributions, capital equipment depreciation, and designated overhead expenses. The E&G rates include the average hourly wage by trade, capital equipment depreciation, and a 20% benefits recovery charge.

The charge rates are required to reimburse all state funded services rendered by Physical Plant. The charge rates will be reviewed annually by the Comptroller and Assistant Comptroller & Director of Accounting to determine required adjustments for the next year.

The approval signature of the respective account manager on the work request, EP-1 Form (Request for Proposed Construction), and/or Interdepartmental Transfer (IDT) ticket authorizes use of the specified account(s) for expenditures on the approved work. It also authorizes the Physical Plant to utilize the requesting departments account to hire contracted services, and make material and supply purchases with purchase orders and procurement cards. Materials and supplies will not be billed on IDTs unless Physical Plant accounts are used to make the purchase. Charges will be based on actual material and labor costs (time will be charged in 1/10 hour (6 min) increments to complete the work. When requested, cost estimates are provided in advance for budget planning purposes.

If there are any questions regarding the application of the listed rates and charges, please contact the Physical Plant at 361-593-3312 or 3313.