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TO: University Community

FROM: David M. Kidd, P.E.
University Building Official

SUBJECT: OUBO FY26 Permit Fee Schedule Updates Definitions

GMU Facilities Definitions:

"Capital" and "Major Capital" were synonymous. The terms represented projects over \$3M in total project budget. Since that point we have defined "Annual Capital" which is projects between \$100K and \$3M. "Major Capital" has remained the same.

Deferred maintenance, not part of a larger pool such as the annual maintenance reserve allocation for E&G, is a separate category unless the total project value of the singular project is greater than \$3M pushing that project to be a major capital.

Soft costs are all items other than the value of the construction contract that would make up the total project budget.

FF&E are, for the most part, the items that we purchase that if you turn the building over and shake it, they would fall out. This would also include AV. There are instances where items such as lab casework could fall into either construction or FF&E budget line items. At those times it is depended upon the project execution where the values lie but are still part of the total project budget.

DPB - Department of Planning and Budget Definitions:

Maintenance Reserve A maintenance reserve project is a major repair or replacement to plant, property, or equipment that is intended to extend its useful life. Any project, other than a roof replacement, should cost between \$25,000 and \$2.0 million. A roof replacement project may cost up to \$4.0 million. However, a project costing under \$25,000 or over the \$2.0 or \$4.0 million limits that meets the definition of maintenance reserve may be granted an exemption from these thresholds, if authorized by DPB. Contact your DPB analyst with requests for authority to proceed on projects costing under \$25,000 or over the relevant maximum limit. Projects meeting one or more of the following criteria qualify for maintenance reserve: ● Repair or replacement of functionally obsolete, damaged, or inoperable built-in equipment such as elevators, furnaces, plumbing fixtures, air conditioning, and ventilation; ● Repair or replacement of components of a plant, such as exterior wood, masonry, ceilings, floors, floor coverings, doors, windows, roofs, sidewalks, parking lots, fencing, and exterior lighting; ● Repair or replacement of existing utility systems, such as steam lines, natural gas, air, electrical, water, and sewer; ● Correction of problems resulting from erosion and drainage; and/or, ● Work related to handicapped access, energy conservation, building and safety code compliance, safety and security, lead paint abatement, or asbestos correction.



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DPB - Department of Planning and Budget Definitions continued:

Equipment Definition. Equipment is a tangible resource of a permanent or long-term nature used in an operation or activity.

“FF&E” stands for “furniture, fixtures and equipment” and means furnishings and movable equipment needed for the facility to be functional.

CPSM – Construction and Professional Services Manual: The Construction and Professional Services Manual – 2024, Revision 1 for State Public Bodies (e.g., Authorities and Tier 3 Institutions of Higher Education that have a Memorandum of Agreement with the Division of Engineering and Buildings for Building Official services) is hereafter referred to as the State Building Official Manual.

Non-Capital Outlay Projects, as defined by the Department of Planning and Budget Instructions, are usually small construction, renovation, repair or replacement projects which are funded by Agency resources and do not require authorization by the Legislature and the Governor. However, Non-Capital Outlay Projects typically involve work that is regulated by the Uniform Statewide Building Code and require a Building Permit from the Building Official or his designee. The design phases and approval process for the Non-Capital Outlay Projects are left to the Agency’s discretion depending on the project scope. However, the “construction documents” are required to be approved. The intended completion date and the Contractor’s name or “work to be performed by agency forces” must be submitted along with the application for Building Permit.