

## APPENDIX A - DEFINITIONS

**Alterations**- Work required to adjust arrangements or other physical characteristics of an existing facility so that it may be more effectively adapted or utilized for its designated purpose. Additions, expansions and extensions are not included in alterations, but are classified as new construction.

**Annual Maintenance**- Maintenance performed to repair failures during the year in which they occur. Includes preventive or cyclic maintenance performed in the year in which it is scheduled to occur.

**Capitalized Equipment Replacement**- Major repairs to or replacement of major equipment that occur as one-time expenditures at relatively infrequent intervals. Examples of equipment types include draglines, bulldozers, fish distribution trucks, forklifts, backhoes, tractors, cars/vans, standby diesel generators and specialized laboratory equipment.

**Condition Assessment**- Periodic inspection by qualified personnel to fully determine and document the condition of a facility or item of equipment and identify maintenance needs. Condition assessment inspections provide station managers with a source of information for use in deciding what deficiencies can be corrected within current budgets, what items must be deferred for the future, and the magnitude of future maintenance needs.

**Custodial Maintenance**- Routine or minor maintenance activities of a custodial nature necessary to operate a field station on a day-to-day basis. Includes, but is not limited to, grass mowing, snow removal, grounds maintenance, janitorial services, plumbing, and light bulb or window replacement. Paid for under Operations budgets, these activities are not eligible for deferred maintenance funding

**Cyclical Maintenance**- Maintenance needs known to recur at periodic intervals (usually greater than one year) which can be reasonably predicted; such as re-roofing of buildings, repainting, seal coating of pavement, or gravel resurfacing of roads or parking lots. The primary objective of cyclical maintenance is to sustain the intended useful life of a facility. These items should be accomplished with annual maintenance funding. They may be eligible for deferred maintenance funding if annual maintenance funding is insufficient to correct deficiencies in the year that they occur.

**Deferred Maintenance**- Maintenance that was not performed when it should have been or when it was scheduled and, therefore, was put off or delayed for a future period.

**Economic Life**- The point when equipment or facilities have reached their maximum use for the least cost.

**Facility**- Real property that serves a particular function(s) such as buildings, roads, utilities, water control structures, raceways, etc.

**FacMIS** - The Service's Facility Management Information System is a searchable, read-only database that provides access to facility management data from several legacy databases. Databases accessed include MMS, RPMIS, Environmental and Facility Compliance, Dam Safety, Bridge Safety, Seismic Safety, Federal Financial System, Quarters, Personal Property, Real Property, and Safety and Health.

**Force Account**- Construction, rehabilitation, or maintenance work that is accomplished utilizing the labor of Service personnel.

**Inspection**- A scheduled examination or test of facilities and equipment to determine condition with respect to established maintenance standards for the item.

**Maintenance**- Routine and non-routine investments on existing Service buildings, structures, facilities, and equipment in order to sustain the intended useful purpose of such capital assets; to protect safety and welfare of the public and our workforce; and to prolong useful life expectancy. Maintenance includes preventive maintenance; cyclic maintenance; repairs' replacement of parts, components, or items of equipment; periodic condition assessments; periodic inspection, adjustment, lubrication, and cleaning (non-janitorial) of equipment; painting; resurfacing; rehabilitation; special safety inspections; and other actions to assure continuing service and to prevent breakdown.

**Maintenance Backlog**- Items of maintenance and repair which cannot be corrected within approximately one year from the time the deficiency was detected. The maintenance backlog shall not include custodial maintenance, alterations, or increased capabilities or upgrades to structures and facilities.

**Maintenance Codes**- Codes established to identify specific categories of facilities and equipment.

**Maintenance Deficiency**- Real or personal property that does not meet the maintenance standard(s) established for the item.

**Maintenance Standards**- The established levels at which any item of real or personal property should be maintained to ensure maximum economy of maintenance funds consistent with the item's functional requirement.

**Painting**- Re-coating the interior or exterior of buildings is considered cyclic maintenance and shall be accomplished using annual maintenance funding.

**Personal Property**- Refers to equipment and vehicles of all kinds. All property not classified as real property.

**Preventive Maintenance**- Planned, scheduled performance of repairs and adjustments that results in fewer major repairs and extends the useful life of equipment and facilities.

**Project (project proposals)**- A construction, rehabilitation, or maintenance activity designed to satisfy a pre-stated resource or operational objective. A project should include all ancillary features to allow it to be completely operational.

**Real Property**- Land, buildings, structures, facilities, and associated fixtures that are under the control of the Service.

**Repair and Rehabilitation**- Maintenance that is not cyclical, but occurs as a result of physical deterioration, functional obsolescence, or failure to meet current maintenance or safety standards.