

SUPPORTED BUILDINGS

TO REQUEST A SERVICE, PLEASE SUBMIT A WORK ORDER ONLINE.

For follow-up inquiries or emergencies related to our facilities, please contact the Customer Service Center at **212-305-HELP (4357), option 3** or cumc.facilities@columbia.edu

| BUILDINGS (ALPHABETICAL ORDER) | PRIMARY CONTACT WEEKDAYS 8 A.M.-5 P.M. |
|---|---|
| 21 Audubon Floors: Basement, 3 | Delfin Cintron |
| 51 Audubon | Delfin Cintron |
| Allan Rosenfield Building/ Mailman School of Public Health | Anton Dedvukaj |
| Edge Hotel Floors: 1-5 (west side of facility only) | Delfin Cintron |
| Georgian Building Floors: 1-3 | Alfred Arce |
| Hammer Health Sciences Center | Anton Dedvukaj |
| Irving Cancer Research Center | Delfin Cintron |
| Mary Woodard Lasker Biomedical Research Building | Delfin Cintron |
| NYC Department of Health Building Floors: 4, 5, 6, 7 | Anton Dedvukaj |
| Presbyterian Building Floors: 7 (East, Center, West), 8 (East, West), 9 (East), 15 (Center, East, and Room 1564), 17, 18, 19, 20 | John Ramos |
| Roy and Diana Vagelos Education Center | Anton Dedvukaj |
| Russ Berrie Medical Science Pavilion | Delfin Cintron |
| School of Nursing | Delfin Cintron |
| Vagelos College of Physicians and Surgeons | John Ramos |
| Vanderbilt Clinic/College of Dental Medicine Floors: 5, 7, 8, 9, 11, 12, 14, 15 | John Ramos |
| William Black Medical Research Building | John Ramos |

Our Facilities Engineering team supports CUIMC's building systems and campus utilities infrastructure, as well as capital projects and state-of-good-repair projects throughout the campus.

OUR ENGINEERING OPERATIONS TEAM

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 **COLUMBIA**
COLUMBIA UNIVERSITY
IRVING MEDICAL CENTER
FACILITIES

212-305-HELP (4357), option 3
cumc.facilities@columbia.edu
cumc.columbia.edu/facilities-management



FACILITIES ENGINEERING

GUIDE TO OUR TEAM AND SERVICES

 **COLUMBIA**
COLUMBIA UNIVERSITY
IRVING MEDICAL CENTER

OUR SERVICES

CHARGEABLE V. NON-CHARGEABLE

We provide many services to our community at no direct cost, such as basic maintenance and repair work in public spaces and common areas. We also offer supplemental chargeable services for requests outside of our routine campus management.

You can view our basic rates on our website. If you need an estimate for chargeable work, please indicate this when you submit a work order.

REQUEST OUR SERVICES

To request support, please submit a work order online. For Facilities-related emergencies, or for general questions about the services we offer, please contact us.

Monday-Friday, 8 a.m.-5 p.m.

212-305-HELP (4357), option 3

cumc.facilities@columbia.edu

After-hours and weekends, urgent calls to **212-305-HELP (4357), option 3** will be distributed to our on-site teams.

For Engineering-related emergencies after-hours, please call **646-988-8409**. The Engineering supervisor on call will provide assistance.

SUBMIT YOUR WORK ORDER ONLINE:

CUMC.COLUMBIA.EDU/FACILITIES-MANAGEMENT

KEY SERVICES

☑ = Non-Chargeable
\$ = Chargeable

FREQUENTLY REQUESTED



AIR CONDITIONING AND HEATING

- ☑ Operating, maintaining, and repairing existing central heating, ventilating, and air conditioning systems.
- \$ Services beyond our basic, common cost services are chargeable, such as supplemental air conditioning equipment.



LOCKS AND KEYS

- \$ For security reasons, locks that are not keyed off the master key system cannot be installed, and the duplication of keys by outside locksmiths is **strictly prohibited**.



LIGHT BULBS

- ☑ Replace light bulbs and repair fixtures.



ACCESSORIES AND FURNISHINGS: INSTALL AND REPLACE

- ☑ Public areas
- \$ Departmental and administrative spaces



COMPRESSED AIR SYSTEMS

- ☑ Maintenance, repair, and testing



REVERSE OSMOSIS (R.O.) WATER SYSTEMS

- ☑ Maintenance, repair, and testing performed by outside vendor



ELECTRICAL POWER

- ☑ Maintenance and repair of central systems, including emergency backup generators, interior and exterior lighting systems, and outlets and receptacles
- \$ New electrical outlet installation
- \$ Local or departmentally dedicated systems, including specialized lighting systems (such as those used for research purposes) and modular office partition lighting and electrical systems; upgrades, alterations, and other services

- \$ Changing an outlet on normal power to emergency power. These requests also require an assessment of generator capacity and need.



EMERGENCY SHOWERS AND EYEWASH STATIONS

- ☑ Installation, maintenance, and repair



ELEVATORS

- ☑ Maintenance and repair of elevators
- \$ Exclusive use of elevators/elevator operators (managed by Campus Operations)



ENVIRONMENTAL ROOMS AND BOXES

- ☑ Maintenance and utility service.
Important note: When an inspection indicates a need for repairs or further servicing, we'll schedule this work with your department.
- \$ If a new installation or modification is required, we will provide your department with a price estimate and ask you to authorize the additional work.



FUME HOODS

- ☑ Repairs to gas leaks, broken non-UV lights, and the sash
- \$ Replacement of a UV light in the fume hood
- \$ If you are planning to replace or relocate the hood, please engage our team to do the disconnecting and reconnecting.



PAINTING SERVICES

- ☑ Public areas such as corridors, stairwells, and common classrooms
- \$ Departmental spaces, including classrooms, offices, and laboratories



REFRIGERATORS AND FREEZERS

- ☑ Disposal of refrigerators and freezers



VACUUM SYSTEMS

- ☑ Preventive maintenance; service calls for vacuum systems
- \$ Installation of new vacuum lines

For a complete list of our services, visit cumc.columbia.edu/facilities-management/services