

THE UNIVERSITY OF BRITISH COLUMBIA

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Memorandum

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From: Jim Leggott,
Architect, Operations & Maintenance, Technical Services, UBC Plant Operations

Date: September 2006

Re: **Minor Work – As Agreed with Brian Dominick**

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The following work would be examples of minor work:

- Single-trade work where no design is required, no building permit is required and scope is within skill/ticket level of trade involved.
- Estimates by single trade shops for work that does not require building permit.
- Work that is maintenance work.
- Multi-trade jobs of a re.& re. nature such as public bench seating restoration involving anti-skate board strips, replacement of gutter boards and rwl's, wood railings and gates, wooden catch basins, etc. Scope must be within skill/ticket level of trade involved.
- Repetitive work that can be carried out to an original design, which does not need to be revised or updated regularly. This is appropriate for work such as routing and installing the Belzona non-slip strips on wooden stair treads around the campus, or the installation of standard guards into open railings above dangerous heights.