

UC Santa Barbara
Policies

Policy 5500

Issuing Unit: Physical Plant Department

Date: January 1, 1971

BUILDING SALVAGE

I. PURPOSE AND SCOPE:

This procedure describes the security of buildings scheduled for demolition and the disposal of their furnishings, Group I equipment, and other material which can be economically salvaged.

II. REFERENCES:

None.

III. PROCEDURE:

A. Responsibility:

1. Physical Plant Department (PPD), under delegation by the Chancellor, has responsibility for all buildings except Residence Halls, University Center, and Faculty Club until such time as this responsibility has been transferred to another agency.
2. The Office of Architects & Engineers (A&E) is responsible for scheduling the demolition of certain buildings or parts of buildings or relocating certain items of Group I equipment in these buildings and further of entering into a contract with a contractor for such work.
3. After the occupants have left, PPD will secure the building by means of a padlock hasp on the doors. PPD will then cannibalize the building of any equipment or material which can be used elsewhere on campus. After removing the material, PPD will notify the Central Storehouse and turn the building security over to Central Stores.
4. Central Storehouse shall have responsibility for the sale or disposal of all materials or equipment connected with the building after A&E and PPD have exercised their respective rights of refusal to such items. Central Stores will take custody of the building and be responsible for its security until demolition date. Materials or equipment which can be economically salvaged will be removed. Appropriate notices shall be made and the material sold in accordance with the university investment recovery program.
5. The Office of Architects & Engineers shall:
 - a. Give at least two weeks' written notice to Physical Plant Department, Central Storehouse, the occupants, Business Services (Furniture Pool), Accounting, and other departments involved with the demolition schedule.

- b. Provide in the demolition contract a clause which gives the University an opportunity to cannibalize the building of components which can be economically salvaged.

For questions or comments regarding the format of the above information, please contact webcontact@ucsbuxa.ucsb.edu.

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