



Menu of Services

Below are many of the services that we can provide to you through our Tech In A Truck Service. This form is meant to suggest service options for you to select from, but there are many other services that we can customize for you and your business. Please select the boxes below next to the services that may benefit you. Please contact us to discuss any other specific services that we can provide for you. You can reach us by phone at (321) 267-8108, by email at info@rushfacilities.com, or submit this form through our website at www.rushfacilities.com.

Some of the Benefits to you by using our Tech In A Truck Service include:

- 1.) Only one monthly invoice to you rather than many from multiple vendors
- 2.) Combined activities in same visit to minimize cost
- 3.) Minor materials, included in hourly cost, i.e. filters, belts, bulbs, etc.
- 4.) No truck charges or fuel charges to you
- 5.) RUSH Facilities can provide a quote for a specific job

Please select the services that we can provide for you:

HVAC Services

- 1.) HVAC System Maintenance- Check for proper operations, change filters and belts each quarter, check that VAVs are operating properly
- 2.) Unit repairs
- 3.) Unit replacements
- 4.) Commission and recommissioning services
- 5.) System modifications

Life Safety Services

- 1.) Fire Extinguishers- perform monthly checks
- 2.) Fire System: Oversight and monitoring of the quarterly/annual checks of dampers, sprinklers heads, etc. performed by third party. Address any deficiencies identified
- 3.) Correct Fire Marshal inspection deficiencies
- 4.) Emergency lights: Monthly and Annual Checks

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- 5.) Collect and Maintain inventory of all equipment types that require Maintenance or certifications pursuant to applicable NFPA code or standards.
- 6.) Collect and maintain equipment/system data on applicable fire protection and life safety equipment/system data including equipment ID, equipment type, equipment description, asset identification code, all name plate data, manufacturer, model number, serial number, equipment status, building number, locations (including floor, room and location description) and install/initialization dates.
- 7.) For fire alarm systems, provide the current version of fire alarm software and the version of software for any systems with which the fire alarm system software interfaces. A digital photo of the manufacturer's nameplate shall be entered into RUSH Facilities' client specific Computerized Maintenance Management System account. Asset identification systems may include bar coding, radio frequency identification or other equipment tagging.; update equipment data when equipment is added, removed or retrofitted.

Preventative Services

- 1.) OEM recommended maintenance
- 2.) Maintenance required to maintain warranties
- 3.) Elevator: Monthly checks
- 4.) Elevator: Oversight and monitoring of quarterly, annual and state inspections performed by a third-party vendor. Address any deficiencies identified.
- 5.) Roof Top / Roof Top drains: Clean monthly
- 6.) Building Inspections: Monthly inspect building envelop conditions
- 7.) Building Inspections: Monthly inspect flooring conditions
- 8.) Building Inspections: Monthly inspect lighting
- 9.) Building Inspections: Monthly inspect plumbing
- 10.) Building Inspections: Monthly inspect parking lot condition

Landscaping Services / Grounds Maintenance Services

- 1.) Landscaping/ground: Management and Oversight
- 2.) Landscape erosion management
- 3.) Maintenance of trees and shrubs
- 4.) Mulching
- 5.) Mowing and edging
- 6.) Leaf removal
- 7.) Overseeding
- 8.) Dethatching and plugging

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- 9.) Fertilization
- 10.) Maintenance of flower beds and planted areas
- 11.) Clear Weeds
- 12.) Water, adjust, clean and set automatic controllers irrigation system settings
- 13.) Utilize an integrated pest management plan (IPM) for controlling disease and pest infestation

Storm Prep and Response

- 14.) Heavy Weather Prep: Board up windows and doors, tie down equipment, sand bags, removal and storage of equipment that may be damaged in a storm.
- 15.) Heavy Weather response: Response to check building after weather event that it is safe to enter and to do immediate repairs to prevent further damage.

Tech-In-A-Truck (TNAT)

- 1.) Tech-In-A-Truck Service: General repairs as needed- i.e. door adjustments, bulb replacements, wall damage, floor damage, HVAC service, plumbing repairs, etc. This service can be provided as either Time & Materials or a set fee invoiced monthly. This service can be scheduled to meet the client's needs (daily, weekly, bi weekly, monthly, quarterly or annually) or as needed.

Online Work Order System and PM Equipment Files

- 1.) Access to RUSH Facilities' Computerized Work Order system: Enter your work request, prioritize the need of the technician's response, and receive status updates of the work on a real time basis.

Environmental Services

- 1.) Janitorial Services
 - a. Maintain floors (swept, dust mopped, damp mopped, scrubbed). After sweeping/mopping the entire floor surface shall be free from litter, dirt, dust, debris. Floors shall have uniform appearance free of detergent residue or any evidence of soil, stain, film or standing water.
 - b. Clean and disinfect all porcelain and polished metal surfaces. Metal surfaces shall be free of streaks, stains, spots, smudges, scale and obvious soil
 - c. Vacuum carpets, any spots shall be removed by carpet manufacturer's approved methods as soon as noticed

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- d. Breakroom cleaning: trash removed during normal duty hours.
Replenishment of consumables (liquid hand soap and paper products in installed dispensers), counters wiped down
 - e. Clean and disinfect surfaces. After cleaning all surfaces shall be free of deposits, dirt, streaks, mold, mildew and odors
 - f. Showers, toilet bowls, urinals: descaling shall be performed to keep areas free of scale, soap films, and other deposits. After descaling, surfaces shall be free from streaks, stains, scale, scum, urine deposits, rust stains and other deposits
 - g. Restock bathroom supplies: the restrooms will be stocked sufficiently so that supplies, including soap in dispensers, do not run out. Not responsible for personal soap dispensers, replenishing shampoo or other personal care products.
 - h. Trash removal: trash shall be collected and disposed in the nearest designated dumpster. Trash receptacles shall be emptied and kept clean, free of dirt, stains, debris, foreign matter, odors and returned to their initial locations.
- 2.) Disinfection Services per CDC guidelines. Areas will be wiped with a cleaning and disinfectant solution that defeats COVID19.* (**All areas must be cleaned prior to disinfecting*)
- a. Clean and disinfect surfaces in high traffic areas including door panic bars, glass door surfaces, door handles and knobs, counter tops, appliance door handles, keypads, stair railings, elevator buttons, badge readers, water fountains, light switches, ADA buttons/pushpads, table tops, toilet and urinal handles, restroom soap dispensers, sink faucets, hard back chairs, vending machines, exercise equipment, lockers and handles,
- 3.) Electrostatic application of disinfectants
- 4.) Floor cleaning, stripping and waxing service
- 5.) Construction cleaning
- 6.) Construction site final cleaning
- 7.) Services can be scheduled or on an “as-needed” basis
- 8.) All environmentally friendly cleaning products services

Construction & Renovations

- 1.) Minor renovations
- 2.) Major Renovations
- 3.) Design build
- 4.) Authorized Owner’s Representative Service

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HVAC services:

- 1.) Preventative maintenance and annual services on various HVAC chiller systems. Inspections shall be performed and reports submitted in accordance with the manufacturer's recommendations, schedules and testing procedures. Service and maintenance records for each piece of equipment will be maintained in the client specific Computerized Maintenance Management System account for record keeping and evaluation of equipment life.
- 2.) Preventative maintenance and annual services for coil cleanings per manufacturer's instructions on cooling towers. Inspections shall be performed and reports submitted in accordance with the manufacturer's recommendations, schedules and testing procedures. Service and maintenance records for each piece of equipment will be maintained in the client specific Computerized Maintenance Management System account for record keeping and evaluation of equipment life. This item does not cover major cooling tower repairs.
- 3.) AHU units: provide quarterly filter changes, operational inspections and preventative maintenance services.
- 4.) CRAC units: provide quarterly preventative maintenance and annual services, including filter changes.
- 5.) Annual Summary Report: provision of an annual summary report including the condition of each unit and related systems.
- 6.) condition of each unit and related systems.

Maintenance Services:

- 1.) Exterior Pressure Washing
- 2.) Door adjustments
- 3.) Hardware replacements

You do what you do best, we'll do the rest!

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