FLORIDA INTERNATIONAL UNIVERSITY SMALL TRADES WORKSHEETS

ST-14: Fume Hood Certification

Core Objectives

Test and certify laboratory fume hoods, biological safety cabinets, and exhaust systems to verify safe containment for laboratory users.

- Keep all systems safe, code-compliant, and operating reliably with minimal disruption to occupants.
- Reduce unplanned failures through preventive maintenance and early deficiency reporting.
- Provide accurate documentation to support compliance, budgeting, and capital planning.

Task Breakdown

A. Installation / New Work

- Commission new hoods and cabinets prior to use.
- As-installed (AI) ASHRAE 110 tracer gas testing
- Set and verify flow monitors and alarms.

B. Repair / Corrective Work

- Diagnose low face velocity and alarm faults.
- Adjust or repair sashes, baffles, and monitors.
- Coordinate exhaust fan and balancing corrections.
- Any other related repairs and/or corrective work

C. Preventive Maintenance / Inspection

- Annual face velocity testing and smoke visualization
- Annual NSF 49 biosafety cabinet certification
- Monitor and alarm calibration.
- Affix certification labels and submit reports.

Trade-Specific Safety Requirements

- Coordinate with lab staff to clear hazardous materials.
- Chemical and biological PPE
- Decontamination prior to cabinet service

Deliverables

- Service tickets and inspection/test reports.
- Deficiency list with prioritized repair proposals
- Permits, certifications (where applicable)
- As-builts, O&M manuals, and warranties for new work

FLORIDA INTERNATIONAL UNIVERSITY SMALL TRADES WORKSHEETS

ST-14: Fume Hood Certification (cont.)

Labor Rate Price Sheet - Fume Hood Certification

Labor Classification	Regular Hourly	Overtime Hourly	Sun./Holiday Hourly	Emergency Hourly
Certification Technician (NSF accredited)	$_____	$_____	$_____	$_____
Senior Technician	$_____	$_____	$_____	$_____
Helper	$_____	$_____	$_____	$_____

Additional Pricing Item	Bid Price
Materials / parts markup over cost	_____ %
Subcontractor markup	_____ %
Equipment rental markup	_____ %
Service call / trip charge (if any)	$_____
Minimum billable hours per call	_____ hrs
Preventive maintenance - fixed price per visit / per unit (attach schedule)	$_____
Annual inspection / certification - per unit or per building (attach schedule)	$_____

List any specialized services or other services not mentioned above that your company provides:

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List any other applicable rates, fees, or charges not listed above:

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