

# Acronyms and Abbreviations

# 01.42.13

## Description:

The purpose of the section is to reference typical acronyms and abbreviations recognized and utilized by the Department of Capital Projects and other associated divisions throughout Facilities Management including; Planning and Construction, Campus Projects, Operations and Maintenance, Procurement and Finance and Accounting.

## Related Standards:

The list below represents Acronyms and Abbreviations that may or may not be common to the industry. The list is highlighted for reference only and not meant to supersede any established industry standard nomenclature.

## Effective Date:

July 10, 2009

## Acronym/Abbreviation:

AD	Assistant Director
ADA	Americans With Disabilities Act
ADSB	Architectural Design Standards Board
AIA	American Institute of Architects
ALRB	Architectural and Landscape Review Board (UMCP only)
ANSI	American National Standards Institute
APA	American Planning Association
ARB	Architectural Review Board
ASLA	American Society of Landscape Architects
ASTM	American Society for Testing Materials
BAFO	Best and Final Offer (price)
BOR	Board of Regents
BPW	Board of Public Works (State Board: Governor, Comptroller, & Treasurer)
BSU	Bowie State University (University Systems of Maryland)
CAMP	Department of Campus Projects (UMCP – Facilities Management)
CAP	Department of Capital Projects (UMCP – Facilities Management)
CBFR	Capital Bond Fund Requisition
CCMS	Central Control and Monitoring System
CD	Construction Documents
CDT	Contractor's Design Team
CI	Client Institution
CIP	Capital Improvement Program
CM	Construction Manager
CO	Change Order
COB	Close Of Business
COMAR	Code Of Maryland Annotated Regulations
COP	Certificate of Participation
CPM	Critical Path Method
CPTL	Complete Project Tracking Log
CR	Capital Renewal (also called Facilities Renewal)
CS	Construction Supervisor
CSI	Construction Specifications Institute
CVRP	Contractor and Vendor Request For Payment
DD	Design Development (Phase of A/E Services)

# Acronyms and Abbreviations

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DES	Department of Environmental Safety (University of Maryland)
DGS	Department of General Services (State of Maryland)
DIM	Design Initiation Meeting
DNR	Department of Natural Resources (State of Maryland)
DPP	Department of Physical Plant (UMCP)
DPS	Department of Procurement and Supply(UMCP)
EE	Electrical Engineer
EPA	(aka USEPA) Environmental Protection Agency (US – Federal Government)
ES	Environmental Safety
F&A	Finance and Administration (UMCP)
FAS	Financial Accounting System (UMCP)
FC	Finance Committee (UMCP)
FEI	Federal Employee ID#
FFE	Furniture, Fixtures, and Equipment
FM	Facilities Management (UMCP)
FP	Facilities Planning (Part of UMCP-Facilities Management, Formerly P&O)
FRI	Request For Information
FRP	Facilities Renewal Program
FSU	Frostburg State University (University Systems of Maryland)
FY	Fiscal Year
GC	General Construction or General Contractor
GCL	General Construction Loan (Type of State Funds)
GMP	Guaranteed Maximum Price
GPSSB	General Professional Services Selection Board
GSF	Gross Square Footage
ICBO	International Conference of Building Officials
ICE	Independent Cost Estimate
ID	Interior Design
IDC	Indefinite Delivery Contractor or Indefinite Delivery Contract
IFB	Invitation For Bid
KFS	Kuali Financial System (Formerly FAS - Financial Accounting System)
LRFPC	Long Range Facilities Planning Commission
MARC	Maryland Annual Request Ceiling
MBE	Minority Business Enterprise
MDE	Maryland Department of Environment (State of Maryland)
MDNR	Maryland Department of Natural Resources (State of Maryland)
ME	Mechanical Engineer
MFRI	Maryland Fire and Rescue Institute
MHEC	Maryland Higher Education Commission
MOM	Minutes Of Meeting
NA	Not Applicable
NASF	Net Assignable Square Footage
NCP	Non-Capital Project
NEC	National Electric Code
NFPA	National Fire Protection Association
NIC	Not-in-contract
NTP	Notice To Proceed
NTS	Not To Scale
O&M	Operations and Maintenance
OAPP	Office of the Associate Provost for Planning (UMCP)

# Acronyms and Abbreviations

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ORPB	Office of Resource Planning and Budget (UMCP)
OSCR	On-Site Construction Representative (UMCP-Facilities Management–Planning & Construction)
OSHA	Occupational Safety and Health Administration
P&C	Planning and Construction (UMCP-Facilities Management, Formerly DAEC)
P&S	Procurement and Supply (UMCP-Facilities Management)
PA	Planning Appropriation
PC	Project Coordinator
PCB	Poly-Chlorinated-Biphenyls
PCM	Production Control Manager
PCO	Proposed Change Order
PCS	Procurement for Contractual Service
PD	Preliminary Design (Phase of A/E Services)
PM	Project Manager, Capital Projects (UMCP-Facilities Management)
PMIS	Project Management Information System (UMCP)
PO	Project Order
RAE	Reference Administrative Service
RDPWR	Request for Determination of Prevailing Wage Rates
RFA/ORS	Request for Alternation/Other Reimbursable Expenses
RFI	Request For Information
RFP	Request For Purchase/ Request For Proposal
RFS	Request For Services
SCD	Substantial Completion Date
SCUB	Satellite Central Utilities Building (UMCP)
SD	Schematic Design (Phase of A/E Services)
SDC	System Development Charges (WSSC)
SFCP	System Funded Construction Program
SRC	Survey Research Center
SSD	Small Scale Drawing
SU	Salisbury State University (University Systems of Maryland)
T&M	Time and Material
TAS	Time Allocation System (UMCP)
TBD	To Be Determined
UBC	Uniform Building Code
UMAB	University of Maryland at Baltimore(University Systems of Maryland)
UMBC	University of Maryland Baltimore Campus (University Systems of Maryland)
UMBI	University of Maryland Biotechnology Institute (University Systems of Maryland)
UMCES	University of Maryland Center for Environmental Sciences (University Systems of Maryland)
UMCEES	University of Maryland Center for Environmental and Estuarine Studies
UMCP	University of Maryland College Park
UMD	University of Maryland
UMES	University of Maryland Eastern Shore
UMSA	University of Maryland System Administration
UMUC	University of Maryland University College
USG	University of Maryland Shady Grove
USM	University System of Maryland
USMO	University System of Maryland Office
UON	Unless Otherwise Noted
User	Sponsoring/Using Agency or Customer of the Project
VE	Value Engineering
V.I.F.	Verify In Field

