



UNIVERSITY OF MASSACHUSETTS DARTMOUTH PROCUREMENT MANUAL

Section 4.10 - Account & Commodity Codes for Equipment

1. Equipment Account & Commodity Code information:

- a. Equipment items with a net price of less than \$1,000 (except IT equipment) are generally considered supplies not equipment and should therefore be assigned to Account Code 734200 which is for Office and Administrative Supplies.
- c. Equipment items with a net price of \$1,000 or greater shall be charged to the equipment category code that most appropriately fits the description of the item to be purchased.

2. Common Account & Commodity Codes associated with Equipment are listed below:

700812		KK Equipment Purchases
Account Codes	Commodity Codes	\$5000.00 Capital Equipment Section
763100	Equipment-IT (All)	Information Technology Equipment- >\$4,999; Computer hardware, systems, and peripherals. (For \$0-\$4,999 use 741980. For Computer Software, use 734800. For computer supplies, use 734200. For computer/software maintenance, use 768100.)
763210	Equipment Capital (Excluding IT)	Non-IT/Research/Educational Equipment - >\$4,999. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
763400	Equipment Capital (Excluding IT)	Facility Equipment - >\$4,999. Items necessary for the operation of programs of a state facility. For example: machinery, instruments, appliances, and modular units (trailers). Includes Plant, Shop, Operational Equipment and equipment associated with implementing energy savings conservation measures. Room air conditioners included here if greater than \$4,999. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
763500	Equipment Capital (Excluding IT)	Motor Vehicle Equipment - >\$4,999. Motor vehicles, including passenger vehicles, airplanes, helicopters, passenger trucks and lawn mowers/tractors greater than 90 h.p. Includes motorized vehicle equipment accessories. Use 764500 for Heavy Equipment. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
763700	Equipment Capital (Excluding IT)	Office Equipment - >\$4,999. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
763800	Equipment Capital (Excluding IT)	Printing/Photocopying Equipment - >\$4,999. Printing, photocopying, duplicating, and micrographics equipment, and equipment for the micro production of source documents or electronic data and microfilm/microfiche readers and printers. Includes the payment that covers the cash buyout of such leased equipment. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
763900	Equipment Capital (Excluding IT)	Office Furnishings - >\$4,999. Includes desks, chairs, modular partitions, computer workstations (furniture), etc. (For \$0 -\$4,999 use 740890.) Note: All Upholstered or plastic furniture must meet the Cal.133 fire codes for flammability. Contact a Buyer in Procurement.
764200	Equipment Capital (Excluding IT)	Medical Equipment - >\$4,999. - For example: x-ray machines, blood gas analyzers, etc. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 740400.)
764300	Equipment-Law Enforcement	Law Enforcement and Security Equipment - >\$4,999. - For example: radar systems, breath analyzers, etc. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 744800. Police vehicles, use 763500).



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764500	Equipment Capital (Excluding IT)	Heavy Equipment - >\$4,999 - For example; front-end loaders, backhoes, bulldozers, tractors, cranes, dump trucks, etc. Use 763500 for Motorized Vehicle Equipment.
764600	Equipment Capital (Excluding IT)	Television Broadcasting Equipment- >\$4999. High technology equipment used for audiovisual productions for video and other television broadcasting. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
765100	Equipment-IT (All)	Federal Information Technology Equipment- >\$4,999; Computer hardware, systems, and peripherals purchased with Federal Grant Funds. (For \$0-\$4,999 use 741980)
765210	Equipment Capital (Excluding IT)	Federal Non-IT/Research/Educational Equipment - >\$4,999. Items purchased with Federal Grant Funds. (For \$1000 -\$4,999 use 741970. Under \$1,000 use 734200.)
700813		LL Equipment Lease, Rental, Maintenance & Repair
Account Codes	Commodity Codes	Equipment Rental or Lease
767210	Lease/Rental Equipment (Excludes Information Technology)	Research/Educational Equipment - Rental/Lease
767300	Lease/Rental Equipment (Excludes Information Technology)	Facility Equipment - Rental/Lease - Items necessary for the operation of programs of a state facility. For example: machinery, instruments, appliances, tents, and modular units.
767400	Lease/Rental Equipment (Excludes Information Technology)	Vehicle - Rental/Lease. Campus Shuttle.
767500	Lease/Rental Equipment (Excludes Information Technology)	Office Equipment - Rental/Lease - For example: calculators, typewriters, FAX and postage machines.
767550	Lease/Rental Equipment (Excludes Information Technology)	Printing, Computer, Photocopying and Micrographics Equipment - Rental/Lease - Printing, photocopying, duplicating and micrographics equipment, including equipment for the micro production of source documents or electronic data and microfilm/microfiche readers and printers.
767600	Lease/Rental Equipment (Excludes Information Technology)	Office Furnishings - Rental/Lease - For example: desks, chairs, floor mats and modular partitions
767700	Lease/Rental Equipment (Excludes Information Technology)	Medical Equipment - Rental/Lease - For example: x-ray machines and blood gas analyzers.
767750	Lease/Rental Equipment (Excludes Information Technology)	Law Enforcement and Security Equipment - Rental/Lease - For example: firearms, radar, two-way communications devices, and breath analyzers.
767800	Lease/Rental Equipment (Excludes Information Technology)	Heavy Equipment - Rental/Lease
767870	Lease/Rental Equipment (Excludes Information Technology)	Television Broadcasting Equipment - Rental/Lease - High technology equipment used for audiovisual productions for video and other television broadcasting
Account Codes	Commodity Codes	Equipment Maintenance & Repair Service
768210	Equipment Maintenance & Repair	Research/Educational Equipment - Maintenance and Repair
768300	Equipment Maintenance & Repair	Operational Equipment - Maintenance and Repair - Maintenance of items necessary for the operation of programs of a state facility. For example: machinery, instruments, appliances and modular units. For building maintenance use . (For cleaning/janitorial services use 761090.)
768400	Equipment Maintenance & Repair	Motorized Vehicle Equipment - Maintenance and Repair - Auto, incl. towing service



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768500	Equipment Maintenance & Repair	Office Equipment - Maintenance and Repair - Maintenance of calculators, typewriters, postage, FAX machines, etc.
768550	Equipment Maintenance & Repair	Printing, Photocopying, and Micrographics Equipment - Maintenance and Repair – Maintenance of printing, photocopying, duplicating and micrographics equipment, includes maintenance of equipment for the micro production of source documents or electronic data and microfilm/microfiche readers and printers.
768600	Equipment Maintenance & Repair	Office Furnishings -Maintenance and Repair
768750	Equipment Maintenance & Repair	Law Enforcement and Security Equipment - Maintenance and Repair - Maintenance of firearms, radar, two-way communications devices, breath analyzers, etc.
768800	Equipment Maintenance & Repair	Heavy Equipment - Maintenance and Repair
768870	Equipment Maintenance & Repair	Television Broadcasting Equipment - Maintenance and Repair - High technology equipment used for audiovisual productions for video and other television broadcasting