



<i>Commodity Code</i>	<i>Commodity Description</i>	<i>Examples</i>
Advertising/Media/Public Relations - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Advertising/Media/Public Relations Services</i>		
3100	Services, Advertising	
Architect/Engineering - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Architect/Engineering Services</i>		
3000	Services, Architectural	Interior Design, Building Design
3030	Services, Engineering	Electrical Engr, Mechanical Engr
3905	Services, Surveying	
Art/Entertainment - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Art and Entertainment Materials and Supplies</i>		
2000	Supplies, Art/Theatre	Makeup, Costumes, Musical Instruments
2000H	Supplies, Art/Theatre - HAZARDOUS	Paint
<i>Art and Entertainment Services</i>		
3115	Services, Art Related	
3400	Services, Entertainment	Performances, Flowers
Athletic - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Athletic Equipment</i>		
1100	Equipment, Athletic	Weights, Bench
1100C	Equipment, Athletic - CAPITAL	>\$5,000 - Stationary Bike, Treadmill
Audio/Visual - Team 2-Veronica, Angela & Jennifer - purchasingteam2@unm.edu		
<i>Audio/Visual Equipment</i>		
1200	Equipment, Audio/Visual	Projectors, Video Equipment
1200C	Equipment, Audio/Visual - CAPITAL	>\$5,000 - Teleconference Equip

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Audio/Visual Material and Supplies Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
2650	Supplies, Photographic	Film
2650H	Supplies, Photographic - HAZARDOUS	Film Developing Chemical
Audio/Visual Services Team 2-Veronica, Angela & Jennifer - purchasingteam2@unm.edu		
3120	Services, Audio/Visual	
3710	Services, Maintenance - Audio/Visual	
Automobile - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Automobile (Purchases)</i>		
6000C	Vehicles, less than 1 ton	Golf Carts, Motorcycles
6100C	Vehicles, greater than 1 ton	Cars, Trucks
6200C	Vehicles, greater than 5 ton	Bus, Garbage Truck
6300C	Vehicles, Trailers	Horse Trailer, Vehicle trailers
<i>Automobile Maintenance and Repair Services</i>		
3715	Services, Maintenance - Automobile	
<i>Automobile Materials and Supplies</i>		
2050	Supplies, Automotive -	Tires, Oil
2050H	Supplies, Automotive - HAZARDOUS	Lubricants, Batteries
2550H	Supplies, Liquid Fuel - HAZARDOUS	Diesel Fuel, Propane
Building - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Building Operations Materials and Supplies</i>		
2150	Supplies, Building	Lumber, Floor Covering, Window Coverings
2150H	Supplies, Building - HAZARDOUS	Welding Rods, Paint
2270	Supplies, Fire/Safety/Security	Security Alarm, Fire Extinguisher
2270H	Supplies, Fire/Safety/Security - HAZARDOUS	Fire Retardants
<i>Building Services</i>		
3450	Services, Fire/Safety/Security	Security Systems, Alarm Services, Fire Safety
3720	Services, Maintenance - Building	
Computer/Data/Telecom - Team 2-Veronica, Angela & Jennifer - purchasingteam2@unm.edu		

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Computer Equipment

1300	Equipment, Computer	Hard Drive, Memory Card, Monitor
1300C	Equipment, Computer - CAPITAL	Computer System, Laptop, Printer, Server

Computer Materials and Supplies

2200	Supplies, Computer	Keyboard, Peripherals
2900	Supplies, Software	Software licenses, maintenance and training

Computer Services

3185	Services, Computer - Technology Subscriptions
3725	Services, Maintenance - Computer/Data/Telecom
3895	Services, Software Subscriptions/Licenses
3975	Services, Website Design and Related

Data Network/Telecom Equipment

1800	Equipment, Telecommunications/Radio	Fire Alarm System, Cable, 2-Way Radio
1800C	Equipment, Telecommunications/Radio - CAPITAL	Telephone Mgt Systems, Telephone Networks

Data Network/Telecom Services

3325	Services, Data Network/Telecom Services
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Construction - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Construction Materials and Supplies

2220	Supplies, Construction	
2250	Supplies, Electrical	Wire, Switch Plates,
2700	Supplies, Plumbing	Sinks, Pipe
2700H	Supplies, Plumbing - HAZARDOUS	

Construction Services

3200	Services, Construction - Facilities Planning	Building Contracts
3210	Services, Construction - PPD	JOC Contract, Small Remodel

Education/Training - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Education/Training Development & Review Service

3175	Services, Classroom/Instructional
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<i>Commodity Code</i>	<i>Commodity Description</i>	<i>Examples</i>
3650	Services, Library	Interlibrary Loan
3910	Services, Training	Educational, Group Facilitators

Education/Training Materials and Supplies

2470 Supplies, Instructional

Employment -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Employment Services

3350 Services, Employment

Employment Agencies, Translation Services

Equipment -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Equipment Services

3630 Services, Leases/Rentals - Equipment

3730 Services, Maintenance - Equipment

Equipment-General

1000 Equipment, Appliances

Sm. Refrigerator

1000C Equipment, Appliances - CAPITAL

>\$5,000 - Lg. Refrigerator

Financial & Legal -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Financial & Legal Services

3010 Services, Auditing/Financial

Audit Contracts, Merchant Services Agr

3040 Services, Legal

Contracts for Attorneys

3130 Services, Banking

Food -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Food Materials and Supplies-General

2300 Supplies, Food/Beverage

Food Services

3150 Services, Catering/Food/Beverage

3470 Services, Food Management

Furniture -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

<i>Commodity Code</i>	<i>Commodity Description</i>	<i>Examples</i>
<i>Furniture</i>		
1400	Equipment, Furniture	Chairs, Desks
1400C	Equipment, Furniture - CAPITAL	Lockers, Library System
1401	Equipment, Modular Furniture	Modular cubicles, workspaces
1401C	Equipment, Modular Furniture - CAPITAL	Modular cubicles, workspaces >\$5,000
<i>Furniture Services</i>		
3600	Services, Interior Furnishings	Wall Partitions, Panel Fabric

Grounds/Industrial -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Grounds/Industrial Equipment

1500	Equipment, Grounds/Landscaping	Wheel Barrow, Push Mower
1500C	Equipment, Grounds/Landscaping - CAPITAL	>\$5,000 - Tractor, Riding Mower
1550	Equipment, Industrial	Water Heater, Small Generator
1550C	Equipment, Industrial - CAPITAL	>\$5,000 - Large Generator, Transformer

Grounds/Industrial Services

3300	Services, Custodial/Janitorial	Custodial Contracts, Athletic Cleanup
3500	Services, Grounds/Landscaping	Landscaping, Grounds Maintenance
3520	Services, Industrial	
3610	Services, Laundry	
3735	Services, Maintenance - Grounds/Industrial	

Grounds/Industrial Supplies

2230	Supplies, Custodial/Janitorial	
2350	Supplies, Gases	Gases not used in Labs or Automobiles
2400	Supplies, Grounds/Landscaping	Sand, Sod
2400H	Supplies, Grounds/Landscaping - HAZARDOUS	Fertilizer, Pest Control Chemicals
2450	Supplies, Industrial	
2450H	Supplies, Industrial - HAZARDOUS	

Insurance -

Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Insurance Services

3550	Services, Insurance	
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<i>Commodity Code</i>	<i>Commodity Description</i>	<i>Examples</i>
Laboratory/Research -		Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu
<i>Laboratory/Research Equipment</i>		
1600	Equipment, Lab/Research	Scales, Microscopes
1601C	Equipment, Lab/Research (Light) - CAPITAL	>\$5,000 - Incubator, Freezer
1602C	Equipment, Lab/Research (Complex) - CAPITAL	>\$5,000 - Cell Analyzer, Spectrometer
<i>Laboratory/Research Materials and Supplies</i>		
2500	Supplies, Lab/Research	Cotton Balls, Bottles
2500H	Supplies, Lab/Research - HAZARDOUS	Acids, Ether, Gases used in Labs
2500R	Supplies, Lab/Research - RADIOACTIVE	Isotopes
<i>Laboratory/Research Services</i>		
3110	Services, Analysis-Samples	Soil samples, lab samples
3605	Services, Lab/Research	Svcs Unique to Labs/Research, ex Lab Inspection
3745	Services, Maintenance - Equipment, Lab/Research	Maintenance Agreements
Materials Management -		Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu
<i>Materials Management Materials and Supplies</i>		
2800	Supplies, Postage/Mailing	Postage Meters, Boxes
2950	Supplies, Uniforms/Clothing	
<i>Materials Management Services</i>		
3005	Services, Auctioneering	
3250	Services, Courier/Parcel	Courier, FedEx
3780	Services, Materials Handling	
3800	Services, Moving/Transportation	New Employee Moves, Interoffice Moves
3860	Services, Records Archival	
3865	Services, Records Destruction	
3870	Services, Removal	Solid Waste, OMI Transport
3870H	Services, Removal - Hazardous	Bio-Med Waste, Hazardous Material
3880	Services, Rental-Equipment/Supplies	
Medical -		Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

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<i>Medical Equipment</i>		
1650	Equipment, Medical/Clinical	Blood Pressure Unit
1650C	Equipment, Medical/Clinical - CAPITAL	>\$5,000 - Electroglottograph
<i>Medical Materials and Supplies</i>		
2510	Supplies, Medical/Clinical	
2510H	Supplies, Medical/Clinical - HAZARDOUS	
2510R	Supplies, Medical/Clinical - RADIOACTIVE	
<i>Medical Services</i>		
3050	Services, Medical/Dental	Services Unique to Medical/Dental
3755	Services, Maintenance - Equipment, Medical/Clinical	Maintenance Agreements
Office - Team 2-Veronica, Angela & Jennifer - purchasingteam2@unm.edu		
<i>Office Equipment</i>		
1700	Equipment, Office	Adding Machine, Fax
1700C	Equipment, Office - CAPITAL	>5,000 - Copier, Fax
<i>Office Materials and Supplies</i>		
2600	Supplies, Office	Pens, Paper, Toner
Other/Miscellaneous/DPEZ - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu		
<i>Other/Miscellaneous/DPEZ Services</i>		
4000	Athletic Game Guarantees	UNM Athletics Use ONLY
4100	Awards/Promotional	
4200	Conference Fees	
4250	Consignment Sales	
4300	Damages/Settlements	
4400	Honorarium	
4500	Membership Dues	
4600	Participant Fees	
4650	Payments to Gov't/Agent Entities (taxes, fees)	Payments to a Fed or State agency
4700	Refunds	
4800	Reimbursements	

<i>Commodity Code</i>	<i>Commodity Description</i>	<i>Examples</i>
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4900 Royalties
4950 Subscriptions

Printing/Publication - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Printing/Publication Materials and Supplies

2100 Supplies, Books/Publications/Periodicals
2850 Supplies, Printing

Printing/Publication Services

3850 Services, Printing/Publication/Copying

Real Estate - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Real Estate

5000 Land
5050 Real Estate
5100 Land Improvement
5200 Building, Original Constr
5300 Building Improvement

Real Estate Services

3615 Services, Leases/Ground
3620 Services, Leases/ Real Estate Office Space Leases, Building Leases
3855 Services, Real Estate Appraisal
3890 Services, Rental-Storage
3950 Services, Utilities Electricity, Water

Security - Buildings & Grounds - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Security - Buildings & Grounds

3140 Services, Building & Grounds Security Security Guards

Travel/Lodging/Conference - Team 1-Brett, Ryan, Andre, Gustavo, Alejandra, Adam & Cindy - purchasingteam1@unm.edu

Travel/Lodging/Conference

3700 Services, Lodging/Meeting Space
3930 Services, Travel Airfare booking, Charter vehicles, Rental cars