13 01 09 Custodial Requirements

1.0 General

A. Main Storage Areas

1. In new buildings, a room with minimum dimensions of 20' x 24' is needed to store the bulk of custodial supplies such as paper goods, detergents, lights, mechanized floor equipment, and other supplies. The room should be equipped with a utility floor sink (20" x 32", with a depth of at least 6"), a floor drain, an eye wash station and at least six duplex electrical outlets (for charging batteries). It should be located near a loading dock, and an elevator. Rooms shall be provided with make up and exhaust systems to prevent chemical odors from leaving the area.

2. The room may be located near or adjacent to mechanical equipment rooms but shall not be accessible through the mechanical equipment rooms.

B. Janitorial Closets

1. Each floor should be equipped with at least one centrally located custodial room, which should contain a utility floor sink (20" x 32" with depth of at least 6"), and be large enough to accommodate a custodial cart (26" x 46") and other frequently used equipment. Recommended room size is 8' x 12'; but no smaller than 6 ft. x 7 ft, with 10 ft. ceiling.

2. Each closet shall support no more than 20,000 square feet of floor space. These rooms should have adequate ventilation to prevent chemical odors from leaving the area, and should open directly into a corridor. Install wall-mounted light fixtures.

3. Closet shall have shelving or wire racks for materials and supplies; a portable eye wash station, floor sink with back splashes, floor drain and a fire extinguisher.

4. Each closet must be maintained for the exclusive use of the custodians.

C. Restrooms

1. Prefer all ceramic, non-porous tiles with dark sealed grout on walls and floors.

2. Prefer wall mounted light fixtures and electric hand dryers.

3. Toilet partitions should be scratch resistant plastic, mounted off the floor.

4. Mirrors should be mounted over sinks, in restrooms with one or more water closets.

5. One full-length mirror made of unbreakable material shall be provided.

6. Recommended equipment and specifications.
   a. Paper Towel Dispensers - Bobrick B-262
b. Hand Soap Dispensers – Impact Dispenser #8511

c. Toilet Tissue Dispenser - Scott Dispenser #9556

d. Sanitary Napkin Dispenser - 102 Kagan

e. Trash Containers

f. Dispenser locks shall accept key type CAT-74.

D. Trash Disposal Area

1. An area should be provided for the collection of trash and broken glass. Should be in an easily accessible location and on a concrete pad for placement of a dumpster.

E. Electrical Outlets

1. All installations should meet NEC standards.

2. Power demands in main supply closets shall take into consideration charging for required equipment.

F. Elevator(s)

1. Should be large enough to accommodate equipment carts (26" x 46") and trash cans, and still have room for passengers. All elevators shall be equipped with pad hooks and pads.

2. Freight elevators are preferred for this function and should be considered in large, laboratory buildings. These shall be keyed to control use.

G. Main Hallway Surfaces

1. Walls should be painted with a high quality washable paint. A list of University standard colors is available. Paint with a flat finish is not acceptable.

2. Floors shall be terrazzo, clay tile or a similar hard, water durable surface. High grade vinyl is acceptable. Carpet is discouraged, particularly near entrances.

3. Provide protection plates at all corners. Avoid ledges.

4. Provide sufficient electrical outlets for equipment; maximum spacing: 50 feet.

H. Stairways & Ramps

1. Stair risers must be enclosed.

2. Should not have rubber runners on stair steps. Properly sealed concrete steps or quarry tile are preferred on interior stairways. Provide a sufficiently rough surface on ramps to provide proper traction.

3. Light fixtures shall be wall mounted and easily accessible for changing lamps.
I. Carpeting

1. Carpet should not be installed in laboratories, vending areas, lunchrooms, stairs or elevators.
2. Carpet color and type needs to consider maintenance issues such as staining and cycles of cleaning.
3. See section 09 68 00.

J. Main Entrances

1. Walk-off mats of sufficient length shall be provided at all entrances.
2. Recessed mats, when used, shall be supplied with floor drains. Nearby drains shall be trapped together or with a nearby light-use water device to prevent drying of the trap.
3. The use of carpet near main entrances is discouraged.

K. Classrooms/Laboratories

1. Dry erase boards shall be installed.
2. Quality vinyl tile shall be installed on floors.
3. Light sensors shall be installed in each room.