

## **102. CUSTODIAL SUPPORT DESIGN CONSIDERATIONS**

### **A. MAIN STORAGE AREA**

A room with minimum dimensions of 10'x15' 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"x32", with a depth of at least 6" with industrial type water faucet), and GFCI electrical outlets (for charging batteries). It should be located near a loading dock or an elevator.

### **B. CUSTODIAL ROOMS**

Each floor should be equipped with at least one centrally located custodial room, which should contain a utility floor sink 20"x32", with a depth of at least 6" with industrial type water faucet), and be large enough to accommodate a custodial cart (26"x46") and other frequently used equipment. A steel shelving unit, 16"x36"x7', should be installed with (6) mop caddies attached. Recommended room size is 5'x8'. These rooms should have adequate ventilation, and should open directly into a hallway.

### **C. BREAK ROOM**

A room with minimum dimensions of 10'x15' is needed for an employee break room. The room should be equipped with one full-height locker per custodian with built-in padlock attachments, standard electrical outlets and one computer/phone drop and ventilation.

### **D. TRASH DISPOSAL & RECYCLING AREA**

Space shall be located in or near the loading dock for the collection of trash and for recycling. Recycling facilities should be located inside the building and shall provide for separate storage of cardboard; office paper; co-mingled cans, bottles and plastics; and broken glass. Exterior collection facilities should be in an easily accessible location and on a concrete pad for placement of a dumpster.

### **E. ELECTRICAL OUTLETS**

Outlets should be liberally supplied throughout the building including hallways, entranceways, stairwells, and corridors. Electrical outlets are critically necessary in both the main storage area and all custodial rooms as well as in mechanical equipment rooms.

### **F. ELEVATOR(S)**

Should be large enough to accommodate equipment cart (26"x46") and trash cans, and still have room for passengers. Elevator cabs shall also be sized to accommodate the largest custodial equipment proposed for use in the building. The design professional shall request this information from Facilities prior to sizing the cab.

### **G. MAIN HALLWAY WALLS**

Walls should be painted with a high quality washable paint, preferably an eggshell finish.

### **H. STAIRWAYS**

Properly sealed concrete steps of terrazzo are preferred on interior fire stairs.

### **I. CARPET**

A. Carpet shall be used only where appropriate after considering all criteria including maintenance. Carpet is highly discouraged in main corridors, entries, labs and lunchrooms.

- B. Carpet should be of commercial quality, low pile, and installed wall to wall.
  
- J. **SHADES/DRAPERIES**  
Shade or draperies are recommended instead of Venetian blinds. If blinds are to be installed, they should be vertical instead of horizontal blinds.
  
- K. **ELECTRIC WATER COOLERS**  
Electric water coolers are to be wall-mounted.