

F & S Caretaking Department Design Standards For New or Renovated U of T Premises – February 2015

- **Caretaking Department Space Requirements:**
 - Caretaking Manager must sign off on Caretaking space allocations.**
 - Buildings over 9,500 Sq. Meters (100,000 Sq. Ft.) require:
 - An office – with electrical and data drops as described below
 - Male and Female change rooms with lockers (1 person per 25,000 square feet)
 - A Lunch room
 - Buildings under 9,500 Sq. Meters (100,000 Sq. Ft.) require:
 - A combination office, change/locker, lunch room – minimum 140 sq. ft. (1 person per 25,000 square feet) – with electrical and data drops as described below
 - All Buildings require:
 - Supply and Equipment Storage Room should be 200 sq. ft. minimum with electrical outlets, appropriate ventilation for charging equipment, shelving, and a floor mounted slop sink. The room should be close to the loading dock and an elevator.
 - Provide recycling and waste area near loading dock.
 - A minimum of one janitorial closet per floor, each approximately 80 square feet, containing a floor mounted mop sink with wall mounted mop holders and shelving. The door must swing outwards to maximize space to store mop bucket, polisher and a cleaning cart.
 - An ideal layout would be as per the attached floor plan. Contractor to supply/install adjustable shelving in each janitor closet.

- **Washrooms:**
 - Caretaking Manager must sign off on washroom plans.**
 - Partition walls must **not be** stainless steel or similar surface. We recommend Bobrick Solid Phenolic, Duraline Series 1080/1180.
 - all washroom doors to swing outward on exit where possible – either with unlatched push-plates or easily operable hardware – lever handles or push paddles
 - Toilets must be wall mounted
 - Capacity: in high use areas, provide a sufficient number of fixtures for anticipated demand, based on the expected numbers of persons to use washroom within the break period between lectures, so as to prevent excessive line ups. This will almost certainly exceed the minimum requirements set out by OBC.
 - Separation: in large, high use washrooms, fixtures must be grouped to make it possible to gate off half of washroom for cleaning or maintenance in off-peak times but allowing the rest to remain in use.
 - Floor must be poured material or a seamless type of flooring, Terrazzo or epoxy
 - 30 Gallon capacity waste containers – not wall mounted (free standing).
 - **NO, repeat NO**, in wall mounted dispensers or waste receptacles are to be installed.

Washroom Dispensers:

- Toilet paper dispensers dispense from double roll dispensers such as Bobrick Model B2892
- Surface mounted paper towel dispensers must be hands free, centre pull to accommodate a 1000 foot roll, recommend (2 minimum) Merfin 1004 dispenser, it is 10" Wide, 13" high, 9.5" deep, side opening hinged dispenser, lockable, ADA compliant, and made of ABS plastic.
- Mount soap dispensers over the sink rather than between sinks. The models recommended are:
 - **C100FDW** - Foam Dispensers – White
 - **C100FDB** - Foam Dispensers – Black
 - Dispenser dimensions:
 - 5 3/8" wide
 - 11" high
 - 4" deep
 - They dispense "Certainty" clearly green foam soap #C16504
 - Available from Sanco Supplies Limited, Scarborough
- High velocity air hand dryers are mandatory in potentially high traffic areas. Paper towel dispensers will **not** be installed in washrooms where hand dryers are installed. The Dyson Airblade dB is the required hand dryer, and is available from Cannon Hygiene of Markham, Ontario
- Install one toilet seat cover dispenser in each washroom.
- Napkin/Tampon Vendor (female washrooms) \$.25 coin mechanism, Hospeco Brand – Model MT1-C\$1 (white enamel finish), or D1-25SS (stainless steel finish), either one with Locking Security Bar SB-D1 (which is white), and Replacement Coin Mechanism (\$.25) Model CM-25.
- Baby Diaper Change Table – Rubbermaid "Sturdy Station 2" with disposable cloths. To be installed in ALL washrooms (male & female), BUT only on the main floor of any building.
- Adult Special Needs Change Table – Dolphin Stainless Steel Change Table – Model D100 SS - E. To be installed in the "special needs" washroom on the main floor of each new or renovated building.

- **Electrical:**

- Install receptacles every 25 feet in corridors, stairwells, and entranceways
- Install receptacles in all caretaking/janitor closets
- Install a data drop in each Caretaking office for use with Biometric Scanner, and a receptacle in the area of scanner installation
- Install a "Secure" data drop adjacent to exterior of the Caretaking office door for use with the electronic key box, and a receptacle in the area at a 4.5 foot height for use with the key box.
- Install a suitably sized electronic key box – see Caretaking Manager to establish key box capacity/size.

- **Flooring:**

- High profile, high traffic areas such as corridors, entrances, lobbies, auditoriums, student and staff lounges. Starting from the least expensive, working up to the most expensive, high profile areas could be highly honed/polished, and densified/sealed, concrete if under serious cost constraints. Add to that an epoxy finish should a higher gloss be desired, and the funds available. To improve both the aesthetics, upgrade to coloured poured/seamless flooring, next would be epoxy based terrazzo flooring with a Shultz Pro Waxnomor floor finish, and should even more funds be available, retro-plated concrete based terrazzo is extremely desirable. The ultimate choice for appearance/aesthetics, and wear-ability in this category would be Nora rubber based flooring. It is initially slightly less than the terrazzo to install, but makes up for that savings over time as it would require some rehabilitative maintenance in the very long term.
- Heavy use, and high abuse areas, such as washrooms, storage rooms, labs, change rooms, coffee shops, kitchenettes, animal areas, classrooms, and washrooms have the same choices as mentioned for high profile/high traffic areas above.
- Computer labs, classrooms, auditoriums, public/private offices, and seminar/conference rooms etc. have two possible choices, carpet tiles, or should the project be flush with funds, a product called Powerbond, which is a combination of the attributes of welded sheet vinyl flooring, and high quality carpet. The added plus is that it is recyclable.

In summary, all of the materials listed above for the various area types meet the “must have” criteria of wear-ability, sustainability, minimal daily and long term maintenance, and in most cases will virtually never increase the deferred maintenance costs to the university.

The following materials “do not” meet the materials criteria listed above on more than one count:

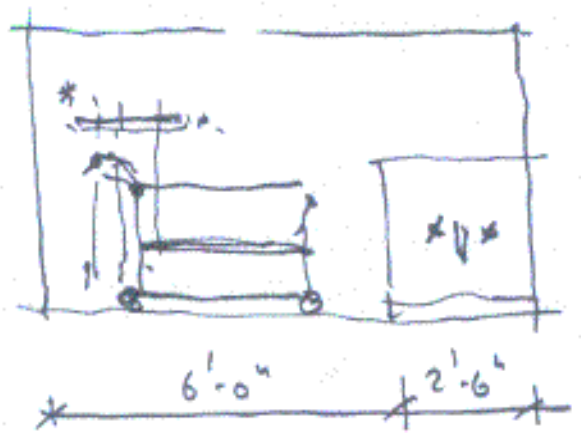
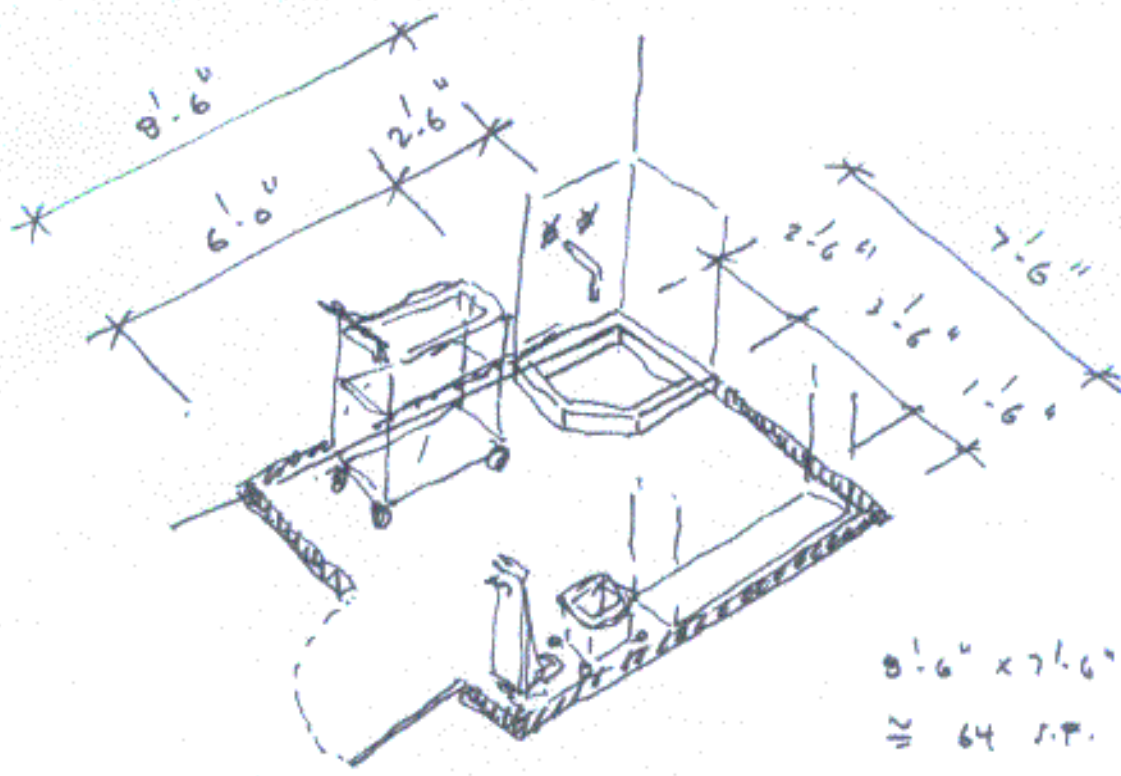
- Cork flooring – very poor wear-ability, not stain resistant, requires considerable daily and long term maintenance (man hours), requires the use of cleaning chemicals and floor finish on an ongoing basis, and has an extremely short life cycle.
- Wood flooring - poor wear-ability, requires considerable daily and long term maintenance (man hours), and requires the use of cleaning chemicals and often floor finish on an ongoing basis.
- Sheet vinyl - poor wear-ability, not totally stain resistant, requires considerable daily and long term maintenance (man hours), requires the use of cleaning chemicals and floor finish on an ongoing basis, and has a short life cycle.
- Vinyl based tile squares of any size/type - not totally stain resistant, requires considerable daily and long term maintenance (man hours), requires the use of cleaning chemicals and floor finish on an ongoing basis, and has a life cycle which is shorter than the approved hard surface materials.
- Ceramic tile - not stain resistant, requires considerable daily and long term maintenance (man hours), requires the use of cleaning chemicals, and has seams which cease to appear clean, or even the same colour for more than a short period of time.

- Wall-to-wall carpet - poor wear-ability, not stain resistant, requires considerable daily and long term maintenance (man hours), and has a relatively short life cycle. Cannot be easily repaired or replaced.

If you have any questions, or would like to meet to discuss the Caretaking position, please contact Wayne Shaw at 416-978-8970.

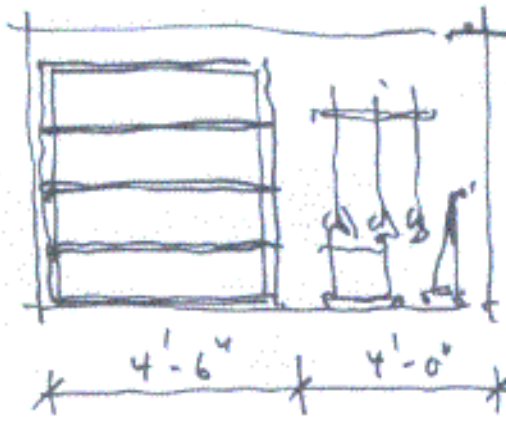
- **Painted Surfaces:**
 - All painted surfaces must be washable

LAYOUT OF REQUIRED JANITOR CLOSET



CART MOP SINK
* OPTIONAL
WALL MTS
(TO LOCK)

ELEVATION



SHELVES
4 x 4'-6" =
18 L.F.
MOP VAC
BUCKET
MOP + BRUSH
ON WALL
TO LOCK

ELEVATION

"TYPICAL" JANITOR CLOSET

ICPMIS 4 JULY '08