

WVU DESIGN GUIDELINES & CONSTRUCTION STANDARDS

DIVISION 0 – PROFESSIONAL SERVICES

SECTION AE - 005004 - CUSTODIAL ROOM SPECIFICATION RECOMMENDATIONS

PART 1: GENERAL

1.1 The following specification shall be the general guidelines for custodial spaces that shall be incorporated into the design of new buildings as required by the West Virginia University Facilities Management. Consult the WVU Planning Space Standard/project program for space requirements. The space will be site specific and must be confirmed during schematic design with WVU Facilities Management.

A. **Custodial Supply Room**: Provide at least one supply room per building located on a floor level accessible from service entrance, elevator, or loading dock. The following are the minimum requirements:

1. Room shall accommodate multiple battery charging systems, riding equipment, chemical storage, paper supplies storage, and other site specific requirements as needed.
2. Provide one single floor sink, corner mounted with FRP wall protection and hot & cold water mixing valve with integral back flow preventer.
3. At least three (3) twenty (20) amp duplex ground fault outlets evenly spaced along one wall. The preferred height AFF is between 42” and 48”.
4. Three (3) four (4) shelf freestanding adjustable commercial metal wire shelving units that are 6’ tall x 4’ wide x 2’ deep.
5. Wall mounted broom/mop hanger to accommodate at least six (6) tools.
6. Provide floor drain. Floor finish shall be acid chemical resistant.
7. Provide double door entrance that swings outward. WVU prefers a manual foot or head bolt.
8. Place solid wood/backing material behind drywall above the water faucets in order to hang chemical dilution center.
9. Protect outside corners with corner guards.
10. Requirements for **unsealed battery** charging operation are as follows:

- a. Exhaust ventilation shall be provided for adequate cooling and to prevent the accumulation of an explosive hydrogen gas mixture when charging unsealed batteries. Ventilation shall not allow fumes or gases to escape to other building areas. Design per NFPA 76 and ASHRAE 62.
 - b. Flexible hose mounted safety eyewash station shall be provided. Provide storage for face shield, apron, rubber gloves, and acid neutralization materials (OSHA 1926).
11. During the design phase of a project, the architect shall confirm with WVU Operations and Maintenance Departments Directors if sealed or unsealed batteries equipment will be utilized in the building.
 12. Battery charging apparatus shall be located to protect it from damage by moving equipment.
 13. The room cannot have electrical panels or other control panels.
 14. CBord online lock shall be installed.
 15. Provide Internet/phone connection.
 16. Finishes:
 - a. Flooring- Sealed Concrete or Vinyl
 - b. Walls- Moisture Resistant Drywall with cove molding
- B. **Custodial Closet**: Provide at least one custodial closet on each building floor. The following are the minimum requirements:
1. Provide one single floor sink, corner mounted with FRP wall protection and hot & cold water mixing valve with integral back flow preventer.
 2. At least two (2) twenty (20) amp duplex ground fault interrupter duplex outlets preferably at opposing ends of the space. The preferred height above finished floor is between 42" and 48".
 3. Three (3) freestanding adjustable commercial metal wire shelving that are 4' wide X 1' deep wall shelves. The number of shelves will depend on the type/size of the building.
 4. Wall mounted broom/mop hanger to accommodate at least six (6) tools.
 5. Provide floor drain in the room.
 6. Place solid wood/backing material behind drywall above the water faucets in order to hang chemical dilution center.
 7. Protect outside corners with corner guards.
 8. Provide at least a 36" wide door that swings outward.
 9. The closets cannot have electrical panels or other control panels.

10. Provide standard keyed locks.

11. Finishes:

c. Flooring- Sealed Concrete or Vinyl

d. Walls- Moisture Resistant Drywall with cove molding

C. **Custodial Office:**

1. Provide an office with outlets and internet connection in close proximity to support room.
2. Consult the WVU interior design office for furniture layout.
3. Typically a custodial office will be provided for a building that will employ more than four custodial personnel.