

DIVISION 13 - SPECIAL CONSTRUCTION

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13030	SPECIAL PURPOSE ROOMS Copy Rooms Recycling Spaces Custodial Closets Extra Stock Storage Rooms Dining Halls
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SPECIAL PURPOSE ROOMS

Copy Rooms

A minimum area of 5' x 6' for small copy machines and 6' x 9' in length for large copy machines by shall be reserved in office area designs. This space should be equipped with a dedicated circuit and shelving and/or lockable cabinets.

The copy room area should be "hidden" from daily traffic yet central to the entire user population.

Recycling Areas

Allow consideration for the inclusion of the following space requirements as a minimum:

<u>TYPE OF MATERIAL</u>	<u>MINIMUM SPACE REQUIRED</u>
Paper generated by copy machines or in work stations	22" deep x 24" wide
Newspaper generated in common areas	22" deep x 24" wide
Aluminum collection - near vending machines or in kitchen	22" deep x 12" wide
Individual Offices: White and colored paper only	22" deep x 18" wide
White, colored paper and newspaper	22" deep x 24" wide

Custodial Closets

There shall be one custodial closet per building floor level, minimum. Spaces shall be designed according to the following: Custodial closets should contain a minimum working space of 92 square feet and shall be equipped with a 3'0" minimum door.

Closets shall be equipped with:

A corner located, floor mounted porcelain mop sink (with an 8" curb)

Reinforced hot/cold tap with institutional grade hardware

Wall mounted mop racks and a minimum of twelve lineal feet of 11" deep fixed shelving. Shelving to be mounted at five foot height to allow for machine storage underneath.

A minimum 5'0" x 2'0" clear floor space shall be maintained to accommodate a vacuum unit. Larger spaces may be necessary at times.

A floor drain, with the entire floor sloped a minimum 1/4" per foot, to the floor drain is required.

Input from the Custodial Department is mandatory during project programming phase.

There shall be a minimum of 3 GFI duplex electrical outlets.

Water heaters, electrical panel boxes, pipe chases, entrance doors to adjoining rooms, etc. shall not be included in custodial closet space.

Closet floors shall be color sealed concrete, or painted with an epoxy paint.

Extra Stock Storage Rooms

DP shall review the closeout requirements for extra stock product and determine the amount of storage space required to accommodate these materials. It is preferred that the room be located on the ground floor and in a secured room.

Dining Rooms

Refer to 11460 for information on Unit Kitchens.

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