



Facilities Services Cleaning Specifications

Fall 2020

An increase in the frequency and type of custodial services needed to re-open and maintain a safer campus environment will be necessary. Therefore, the following cleaning and disinfecting protocols will be used by the Facilities Services team.

Specific cleaning and disinfecting services for the various building types/portfolios are more fully described below:

Academic Spaces:

- Classrooms, labs, and similar instructional spaces are cleaned and disinfected at least one (1) time daily. (As often as possible, an electrostatic sprayer will be used to clean these spaces,) It is not feasible to clean and disinfect classrooms after every class session, however, certain circumstances may require special attention.
- All indoor spaces not traditionally used for classroom instruction or related activities (such as the Soda Center) will follow this academic cleaning and disinfection frequency protocol.
- Outdoor classroom furnishings will be cleaned at least once daily.
- Additional disinfection services will be provided in the Saint Albert Library. The scope of these services has not yet been finalized.

Administrative Facilities:

- Administrative offices, faculty offices, and other similar spaces will continue to be cleaned and disinfected on the regular schedule as contracted. In most cases, this work is scheduled two (2) times per week. Specific information regarding the frequency of cleaning is available on the Facilities Services website.
- Public restrooms, customer service areas and counters, high touch-points, and common area spaces will be cleaned and disinfected several times daily. These services are more fully explained on page 3.

Athletic Facilities:

- Athletic facilities that are open for use will be cleaned and disinfected per the standard schedule and contract specifications.
- Public restrooms and high-touch points in these (open) facilities will be cleaned and disinfected several times daily when the building is open for use.
- Athletic staff is responsible for disinfecting locker rooms in preparation of, and following, visiting team use.

Outdoor Facilities:

Facilities such as patios, decks, quads, and similar spaces generally require normal, routine Level 1 cleaning and disinfection. Employees and students should follow best practices for maintaining good personal hygiene, such as frequent hand washing, for example. Outdoor facilities will be maintained in the following manner:

- Outdoor classrooms will be cleaned and sanitized at least one (1) time per day before classes are scheduled.
- Outdoor tables and chairs will be cleaned and disinfected at least one (1) time daily. Additional cleaning and disinfection may be provided as time permits.
- The Grounds team is responsible for additional preparations and considerations related to outdoor spaces and outdoor classrooms, such as irrigation and mowing/ blowing schedules.

Residence Halls:

- The cleaning and disinfection frequency of residence hall bathrooms and common spaces will be increased based on the design/ floor plan and use of the building.
- Traditional-style residence halls are normally cleaned and disinfected one (1) time per day. The cleaning and disinfection frequency in these facilities will be increased to three (3) times daily.
- Suite and townhouse style residence halls are normally cleaned and disinfected one (1) time per week. Specifically, suite style bathrooms (and common areas) and townhouse bathrooms and kitchens are cleaned by the custodial team. Since these are living units/pods, no increase in cleaning of these spaces by custodial services is planned.
- Lounge spaces, laundry rooms and other common spaces in residence halls are normally cleaned and disinfected one (1) time per day. The frequency of these services will be increased to several times daily. **In order to reduce unnecessary exposure and/or unnecessary costs related to cleaning, some of these facilities may be closed and inaccessible for use.** In this case, they will not be cleaned until which time they are to be opened for use by employees and students. Note that closures are made in consultation with the program occupying the space.
- Individual student bedrooms are not included in the custodial contract and are not normally cleaned. Any suspected exposure/contact or confirmed case in an individual bedroom will be addressed per the standard procedures outlined in the *Suspected or Confirmed COVID Case Procedures section below*.
- In circumstances of isolation or quarantine, additional services will be provided by the Able Services ReliAble team, utilizing the appropriate cleaning level and required frequencies.

Support Facilities:

The programs and services that operate in these facilities are unique and may not follow a standard protocol. Therefore, cleaning and disinfection services for these buildings will be determined once the path forward is known. Generally speaking, additional disinfection services may be provided several times per day in these buildings:

- Chapel
- Health & Wellness Center
- Oliver Hall, Café Louis and related food service areas
- Post Office
- Recreation Center

Restrooms, Common Spaces, and High Traffic Areas (All Facilities)

All public/ common restrooms in (open) buildings will be cleaned several times per day. Day porters are used to provide continuous disinfection services on high traffic/ high touch-points, such as door knobs, elevator buttons, lounge spaces, and other public areas within the residence halls. These services will be performed several times daily.

Custodial Cleaning & Disinfection Checklists & Verification

Able Services will maintain a checklist/verification sheet in each restroom, common area, and related space for the documentation of each service. Documentation will include date and time of service. Regular inspections of these facilities will be performed by both Able Services management and Facilities Services.

Disinfecting Spray

Facilities Services will provide basic disinfecting supplies in common areas so that individuals may be empowered to take responsibility for disinfecting their own work and living areas. These supplies (spray bottles and paper towels) will be available in classrooms, residence halls, restrooms, and similar high-traffic areas. Students and employees should plan to use these supplies in between the scheduled custodial services performed by Able Services.

Suspected Exposure or Confirmed COVID Case Procedures

Able Services has developed and implemented a tiered cleaning and disinfection model that addresses the appropriate level of cleaning and disinfection needed for a particular occurrence. In general, the following will apply:

Level 1: Preventative Deep Cleaning and Disinfecting Service

Basic cleaning and disinfection services: our new normal cleaning model.

Level 2: Advanced Disinfecting Service

Preventive cleaning and disinfection for situations when a person may have been exposed to a confirmed case. This level of cleaning and disinfection enhances the Level 1 by including all items and areas, regardless of the contract specifications up to a height of 8'. For example, a cleaning and disinfection would include all of the obvious touch-points within the space, including the desk, chair, computer, telephone, etc. An electrostatic sprayer will be used and there is an additional fee per square foot.

Level 3: Infection Control for All Surfaces/ Contaminated Area

This cleaning and disinfection process is used when there is a confirmed case. This work may include the utilization of different disinfection products and equipment to achieve the results necessary when a lab-confirmed positive case has been identified. This work is performed by Able employees who have been properly trained in the ReliAble Response Team procedures.

The Able Services ReliAble Response Team will provide disinfecting services of all surfaces, ensuring a 10-minute dwell time which may include a second application on all high-touch surfaces in a specified contaminated area. An electrostatic sprayer will be used and there is an additional fee per square foot.

Spaces may need to be closed for a period of 24 – 48 hours in order for the proper Level 2 and Level 3 cleaning, disinfection, and appropriate dwell time can occur before occupants can return. The Facilities Services team will coordinate with the COVID Coordinator and/or appropriate departments as necessary.