



University of New Mexico

Environmental Services

Design & Development Standard Requirements

Please review the following standards to be considered on all construction specifications. Your consideration of the items below will assist the University in meeting its sustainability initiative.

Custodial Services Interior Building Cleaning:

1. Yes / No / NA

Restrooms shall have hot and cold water outlets in vandal proof enclosures, and floor drains.

Drawing or Spec. # _____

2. Yes / No / NA

All restroom dispensers such as for soap, toilet paper, toilet seat covers and towels as well as sanitary napkin disposal receptacles will be owner supplied and installed by contractor.

Drawing or Spec. # _____

3. Yes / No / NA

Restroom paper towel dispensers or air blowers should be located as close to the sinks as possible to prevent water spillage and trash on the floor.

Drawing or Spec. # _____

4. Yes / No / NA

Restroom design should have the trash located next to the sinks. It is desirable to have 'under-the-counter' trash receptacles between lavatories to prevent water spotting and reduce slip and fall incidents. If under counter receptacle is not an option, trash receptacle should be placed next to towel dispenser.

Drawing or Spec. # _____

5. Yes / No / NA

Restroom doors shall be push types with no doorknobs or handles for sanitary purposes. Door-less entry preferred when applicable.

Drawing or Spec. # _____

6. Yes / No / NA

Restrooms shall have wall mounted partitions with a minimal profile floor support so as not to impede cleaning. Wall mounted fixtures are also preferred.

Drawing or Spec. # _____

7. Yes / No / NA

Areas with tile and grout should use gray (gray is a typical color for on-the-job mixes for large jobs) or beige grout, and light colored tile to lessen water spots. Grout eventually turns gray with time and cleaning chemicals anyway. Areas required to have white grout in high use areas should consider epoxy grout.

Drawing or Spec. # _____

8. Yes / No / NA

Custodial areas and mechanical rooms should have a sealable concrete floor only.

Drawing or Spec. # _____

9. Yes / No / NA

No carpets should be installed in food service or break areas. Chairs should be plastic.

Drawing or Spec. # _____

10. Yes / No / NA

Building project to supply all interior trash receptacles and walk off mats. Recessed walk off mats are preferred both inside and outside of entry room door.

Drawing or Spec. # _____

11. Yes / No / NA

Electrical outlets should be located in all hallways, rooms, closets, stairwells and classrooms.

Drawing or Spec. # _____

12. Yes / No / NA

Whiteboards are preferable to chalkboards.

Drawing or Spec. # _____

13. Yes / No / NA

Roof supports should be provided as tie-offs for window washing crews for buildings above 2 stories.

Drawing or Spec. # _____

Custodial Services Main Storage Room:

1. Yes / No / NA

Double door entry from corridor. All doors are to have drop down door stops installed as well as door sweeps to deter rodent and insect intrusion

Drawing or Spec. # _____

2. Yes / No / NA

Custodial Services main storage room shall not have any utility, roof access or storage components incorporated into them. Additionally, recycling and hazardous waste shall be stored in other locations, not as part of the trash room or enclosure. Only refuse and custodial personnel shall have access to the room. Drawing or Spec. # _____

3. Yes / No / NA

Storage room shall be a minimum of 225 sq. ft.

Drawing or Spec. # _____

4. Yes / No / NA

Storage room should be adjacent to the Trash Room, near loading dock.

Drawing or Spec. # _____

5. Yes / No / NA

Storage room shall have a hot and cold water source if storage room is in combination with custodial service closet.

Drawing or Spec. # _____

6. Yes / No / NA
Storage room shall have power receptacles for recharging electric powered equipment.
Drawing or Spec. # _____
7. Yes / No / NA
Should have adequate shelving for storage of 5 days worth of supplies.
Drawing or Spec. # _____
8. Yes / No / NA
Top shelves should not be higher than five feet from the floor and be at least 2 ft. deep.
Drawing or Spec. # _____
9. Yes / No / NA
Custodial Storage areas shall have a protective wall covering installed to a height of four feet to protect the wall from damage. Korogard brand or equivalent is acceptable.
Drawing or Spec. # _____

Custodial Services Closet:

1. Yes / No / NA
Custodial Services closets shall not have any utility, roof access or storage components incorporated into them. Additionally, recycling and hazardous waste shall be stored in other locations, not as part of the trash room or enclosure. Only refuse and custodial personnel shall have access to the room.
Drawing or Spec. # _____
2. Yes / No / NA
Standard size for custodial closet is 80 sq. ft. If separate custodial storage area is provided, the minimum square footage of the closet can be reduced to 65 sq. ft.
Drawing or Spec. # _____
3. Yes / No / NA
Custodial Closets shall be located on each floor. Each building shall have a minimum of one custodial closet per 20,000 square feet.
Drawing or Spec. # _____
4. Yes / No / NA
Custodial Closets should have a floor mounted mop sink with a 2" drain.
Drawing or Spec. # _____
5. Yes / No / NA
Custodial Closets shall have power receptacles.
Drawing or Spec. # _____
6. Yes / No / NA
Custodial Closet shall have a protective wall covering installed to a height of four feet to protect the wall from damage. Korogard brand or equivalent is acceptable.
Drawing or Spec. # _____

7. Yes / No / NA

All doors are to have drop down door stops installed as well as door sweeps to deter rodent and insect intrusion

Drawing or Spec. # _____

Grounds and Landscaping Issues:

1. Yes / No / NA

Roof drains shall not drain out onto walkways or the North side of the buildings. Water should be harvested if possible, if not, roof drains direct to the storm drains.

Drawing or Spec. # _____

2. Yes / No / NA

Outside ledges, rails and planters should have skateboard deterrents installed.

Drawing or Spec. # _____

3. Yes / No / NA

Outside electrical switch boxes and transformers should be placed so they are not major landscape features or near entrances.

Drawing or Spec. # _____

4. Yes / No / NA

Electrical outlets on the outside of the building should be available on all sides of the building.

Drawing or Spec. # _____

5. Yes / No / NA

Avoid creating hiding places next to walkways and entrances.

Drawing or Spec. # _____

6. Yes / No / NA

Loading dock should be oriented so it is not visible to passing traffic.

Drawing or Spec. # _____

7. Yes / No / NA

Landscape plans should recognize utility corridors. No trees planted above or below utility lines.

Drawing or Spec. # _____

8. Yes / No / NA

Landscape/Grounds areas should be designed to accommodate bicycle-parking areas. These should include concrete pads with installed racks so all sides of the rack can be used.

Drawing or Spec. # _____

9. Yes / No / NA

Buildings should have mow strips (maintenance pad) around the perimeter to prevent equipment damage to exterior walls.

Drawing or Spec. # _____

10. Yes / No / NA

Construction debris, including concrete tailings, must be removed from site. No washing of concrete trucks on site. (This is a direct violation of the UNM NPDES MS4 permit).

Drawing or Spec. # _____

11. Yes / No / NA

Existing landscape areas adequately protected and maintained during construction (i.e. use of tunneling vs. trenching, no contractor parking, temporary water supplies, etc.).

Drawing or Spec. # _____

12. Yes / No / NA

Trees planted in walkways and paved areas should have oversized planting spaces and be planted in groups. Planter areas containing trees should be a minimum of 150 sq. ft.

Drawing or Spec. # _____

13. Yes / No / NA

Turf should be planted on the south and west sides of buildings to maximize environmental benefits.

Drawing or Spec. # _____

14. Yes / No / NA

Use of pavers and bricks should be eliminated where we cannot guarantee vehicles will not drive over them.

Drawing or Spec. # _____

15. Yes / No / NA

Adequate parking for service vehicles and vendor parking should be provided.

Drawing or Spec. # _____

16. Yes / No / NA

Walkways should be positioned so pedestrians use them and don't take a route through the landscape. The flow of traffic, where people are coming from and where they are going, and how they are going to get there, should be considered before designing the landscape. Avoid hard corners.

Drawing or Spec. # _____

17. Yes / No / NA

Heating elements should be considered for sidewalks located on the North sides of buildings for snow and ice removal.

Drawing or Spec. # _____

18. Yes / No / NA

Drainage patterns need to be located before construction for landscape and building protection. No berms and slopes next to streets or walkways.

Drawing or Spec. # _____

19. Yes / No / NA

All buildings should have adequate water sources on the exterior of all sides of the building installed in vandal proof enclosures.

Drawing or Spec. # _____

20. Yes / No / NA

The installation of bollards shall be included to deter unauthorized vehicle access.

Drawing or Spec. # _____

21. Yes / No / NA

Trees and shrubs that are to be removed as part of the project shall be mulched and the mulched material returned to the UNM Grounds department.

Drawing or Spec. # _____

22. Yes / No / NA

Building project shall supply all exterior trashcans and bike racks.

Drawing or Spec. # _____

23. Yes / No / NA

Trashcans should not be located within twenty five feet of building entrances. Trashcans should be placed in high flow traffic areas and easily accessible for service.

Drawing or Spec. # _____

24. Yes / No / NA

Water harvesting features for roof drainage are included utilizing primarily swales and berms. The use of cisterns is strongly discouraged.

Drawing or Spec. # _____

25. Yes / No / NA

UNM Irrigation Specifications have been followed and are included in the construction documents.

Drawing or Spec. # _____

26. Yes / No / NA

UNM Soil preparation standards have been followed and are included in the construction documents.

Drawing or Spec. # _____

27. Yes / No / NA

Organic and inorganic mulches are of a type and size currently used on site and in bulk storage.

Drawing or Spec. # _____

Pest Management Issues:

1. Yes / No / NA

All mechanical equipment and ductwork on roofs should include deterrents to prevent bird roosting such as screening.

Drawing or Spec. # _____

2. Yes / No / NA

All window ledges and roof edges should slope a minimum of 45 degrees or have other deterrents installed to discourage feral bird roosting.

Drawing or Spec. # _____

3. Yes / No / NA

All utility and pipe penetrations through walls or floors shall be sealed to deter rodent and insect access.

Drawing or Spec. # _____

4. Yes / No / NA

All exterior doors, trash room doors, custodial closets, food service doors, mechanical room doors, electrical room doors, telecom room doors and storage room doors shall have door sweeps and seals installed to deter rodent and insect entry.

Drawing or Spec. # _____

5. Yes / No / NA

Cross-hatch drain covers in floor drains to reduce pest access.

Drawing or Spec. # _____

6. Yes / No / NA

All exterior vents shall have mesh screen installed to deter rodent and insect access.

Drawing or Spec. # _____

Trash Rooms:

1. Yes / No / NA

For every 1,000 sq. ft. of gross building space, 1.5 sq. ft. is required for refuse storage, with a minimum size of 120 sq. ft.

Drawing or Spec. # _____

2. Yes / No / NA

State Health Department regulations require an enclosed facility for trash. Trash must be protected from the elements and free of rodent and insect harborage.

Drawing or Spec. # _____

3. Yes / No / NA

Trash rooms shall not have any utility, roof access or storage components incorporated into them. Additionally, recycling and hazardous waste shall be stored in other locations, not as part of the trash room or enclosure. Only refuse and custodial personnel shall have access to the room.

Drawing or Spec. # _____

4. Yes / No / NA

Trash room should have double doors from the outside loading area and either single or double (preferred) doors from the corridor into the trash room. All doors are to have drop down door stops installed as well as door sweeps to deter rodent and insect intrusion. A roll type curb or reasonable street access should also be provided.

Drawing or Spec. # _____

5. Yes / No / NA

Since refuse is usually placed and removed during night time hours, all exterior doors shall have a light installed above the door that is on a sensor for darkness.

Drawing or Spec. # _____

6. Yes / No / NA
Trash rooms shall have a separate power outlet.
Drawing or Spec. # _____
7. Yes / No / NA
Trash rooms shall have a floor drain directed to the sanitary sewer with cross-hatch drain covers in floor drains to reduce pest access.
Drawing or Spec. # _____
8. Yes / No / NA
Trash rooms shall have sealed non skid concrete floors only, heavily sloped towards floor drain.
Drawing or Spec. # _____
9. Yes / No / NA
Trash rooms shall have motion activated interior lighting or light switch located outside of both entries.
Drawing or Spec. # _____
10. Yes / No / NA
Trash rooms shall be ventilated.
Drawing or Spec. # _____
11. Yes / No / NA
Trash rooms shall have a fire extinguisher at both door-ways.
Drawing or Spec. # _____
12. Yes / No / NA
Walls of the trash rooms shall have 16 gauge stainless steel installed on all walls a minimum of thirty-six (36) inches off the floor to protect walls from damage and to deter rodent and insect activity. The stainless steel shall be caulked along all edges. (Stainless steel is the most cost-effective, but sealed concrete or block walls are acceptable).
Drawing or Spec. # _____
13. Yes / No / NA
Interior trash rooms shall have both a hot and cold water supply available for cleaning purposes.
Drawing or Spec. # _____
14. Yes / No / NA
Trash enclosures located on the exterior of the building shall be located within twenty-five (25) of a doorway, be covered to protect from the elements, have adequate lighting and have both a hot and cold water supply within fifty (50) feet for cleaning purposes.
Drawing or Spec. # _____
15. Yes / No / NA
The use of compactors is highly encouraged and should be considered with all projects.
Drawing or Spec. # _____

Loading Dock:

1. Yes / No / NA

Loading dock has an exterior hot and cold water source.

Drawing or Spec. # _____

2. Yes / No / NA

Loading dock shall have a drain to sanitary sewer.

Drawing or Spec. # _____

3. Yes / No / NA

Rubber bumpers should be installed on all docks to deter damage to the facility and vehicles.

Drawing or Spec. # _____

4. Yes / No / NA

Adequate lighting shall be installed since dock areas are heavily used at night and early mornings.

Drawing or Spec. # _____

5. Yes / No / NA

Loading docks shall be constructed of non skid concrete floors only.

Drawing or Spec. # _____