

# CNCC FALL COVID Facilities Plan

## CNCC Facility Management Plan for COVID19

As students, faculty and staff return, CNCC plans to provide a high level of cleanliness to maintain a healthy environment. CNCC plans to follow guidelines from the Center of Disease Control (CDC) along with guidance from the State of Colorado to guide Facility and Custodial Services to ensure the top priority remains the health, safety, and well-being of our campus community.

### Custodial Services

Custodial Services will continue to focus on high touch point areas including restrooms, common areas in buildings with the highest concentration of occupancy. CNCC has multiple building types, and will continue to utilize shifts appropriate for each campus and each building. The full facility disinfecting process is executed daily and includes:

1. Employees apply all PPE prior to entering the facility. The required PPE is various by the tasks performed by the employees and by the chemicals being used. Common PPE for CNCC's custodial staff includes:
  - a. Gloves
  - b. Masks
  - c. Goggles or Face Shield
2. Employees are assigned to individual areas with the facility, dispersed throughout campus to ensure full coverage.
3. Employees begin a top to bottom clean using a detergent to remove any dirt, grime, etc. Following the initial clean, CNCC custodial staff will follow the CDC guideline of mixing 1/3 cup bleach per gallon of water to then disinfectant all surfaces.

### Areas Cleaned/Disinfected At Least One Time Per day:

✓ Restrooms and Locker Rooms	✓ Stairwells
✓ Weight Rooms	✓ Elevators
✓ Conference Rooms	✓ Cafeteria
✓ Reception/Lobby Areas	✓ Walkways
✓ Individual Work Stations	✓ Other Areas as Needed

CNCC custodial staff will be using an industry standard checklist to ensure all touch points are sanitized multiple times per day that include:

✓ Door handles	✓ Countertops
✓ Sink Faucets	✓ Light Switches
✓ Desks	✓ IT Equipment – Mouse, Keyboard, Computer Screens, and Phones
✓ Chairs	

### Products & Disinfectants

CNCC custodial staff are being continually trained per industry standards and have been enrolled in CCAP by Hillyard to in order to deliver the best cleaning results that allow for Quality Control by assigning and tracking tasks and measuring effectiveness. CNCC has invested in advanced cleaning equipment that includes the Perplexus electrostatic backpack sprayers and PureTab solution that has a COVID19 one minute kill claim – allowing CNCC custodial staff to effectively hit common touch points.

In addition PureTab solutions, CNCC uses disinfectant detergents such as Altimate-Mate64, Misty Disinfecting Foam, Medaphene Hospital Disinfectant, and Bleach.

### Food Services – Dining Hall & Kitchen Cleaning

CNCC custodial group will be using the same cleaning protocol listed above to clean and disinfect the dining hall daily. Additionally, CNCC's food service contractor (Sodexo) executes a daily & weekly cleaning schedule to disinfect and sanitize all kitchen surfaces, kitchen equipment, walk-in refrigerators and freezers. Sodexo has also committed staff to cleaning dining hall surfaces after every meal and between student meal cycles.

### **Maintenance and Facilities Measures**

CNCC's maintenance program has shifted due to COVID19. Preventative Maintenance measures on the HVAC and air distribution system have been changed to ensure air filter changes are being conducted more frequently (every 60 days rather than 120). CNCC has purchased MERV10 filters, rather than MERV8 in order to reduce airborne exposure.

### **State Fleet Vehicles**

Protocol has been implemented via the Colorado State Fleet Program that includes strict guidelines for vehicles cleanliness. When returned, every vehicle will be cleaned and sanitized using Lysol, Clorox and germicidal wipes. The State Fleet Program has allocated each vehicle an exterior car wash to be paid for via the Voyage Fleet Gas card. Each bus, van, and training vehicle are subject to the COVID19 cleaning protocol handed down per the State of Colorado State Fleet Program.

### **Contractor Access**

CNCC utilizes Facility Support Services and Contractors for ongoing maintenance, repairs, service agreements, and construction projects. Our contractors are contacted and scheduled accordingly to limit exposure to our staff, faculty, and students. Additionally, all contractors are required to check in with the Director of Facilities on the Rangely campus and the Facility Manager on the Craig campus and are required to answer a COVID19 questionnaire to ensure none have been exposed, or have experienced any symptoms of the virus. All contractors and maintenance personnel are required to wear PPE including masks.

It is CNCC's top priority to keep our facilities clean and safe for student, staff, faculty, and community members. We strive for open communication as things change, and welcome any feedback that is given to us and look forward to serving our campus community. If you need additional custodial or maintenance related services you can submit a work order through the CNCC Helpdesk <https://helpdesk.cncc.edu/>

Thank you,

*Lindsey Blake*

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