

# STEVENSON UNIVERSITY FACILITIES CLEANING PLAN

## Fall 2020 REOPENING

Version: June 20, 2020

## **INTRODUCTION**

Stevenson University is committed to returning to face to face instruction and opening the residential campus for the fall semester of 2020 in a safe environment. In support of the “Keep Stevenson Safe” objective of enhancing the safety of everyone on campus, the cleaning procedures detailed herein will be implemented.

Under the direction of the AVP for Facilities & Campus Services and the Director of Auxiliary Services, Stevenson University outsources janitorial services for all campus building interiors to PMM of Baltimore, MD. PMM is an experienced facilities services company responsible for over twenty million square feet of space throughout the mid-Atlantic. A complete profile of PMM’s janitorial experience may be found at the following link: <http://pmmcompanies.com/pages/janitorial.html>.

## **PMM EMPLOYEE HEALTH SCREENING**

PMM initiated a health screening policy for all employees to monitor for the presence of COVID19 symptoms. Prior to each shift, every PMM employee must report to the onsite Manager and undergo a short health evaluation inclusive of a temperature check and a brief survey. If symptoms are detected the PMM employee will be required to sign a waiver and he/she will be dismissed for the day.

## **ENHANCED CLEANING PROCEDURES**

SU Facilities & PMM have identified high traffic areas throughout the campus requiring enhanced cleaning on a consistent basis. Areas of focus for additional cleaning procedures include:

- Residence Hall lobbies, common areas and hallways
- Classrooms
- Computer labs
- Public bathrooms
- Common areas in buildings such as lobbies, hallways, lounges, and reception waiting areas
- Dining venues
- Student meeting space to include the Banquet Hall, Claire Moore room and conference space
- Fitness areas in conjunction with Athletics staff

PMM staff will shift daily service to accommodate an increase in time dedicated to the disinfecting of numerous touch points on the campus. Additionally, increased time will be spent cleaning common area bathrooms and athletic facilities to combat the spread of the virus. Staffing levels will be adjusted accordingly to meet demand for enhanced cleaning.

Additional hand sanitizing stations will be available and maintained in common areas as well as dining locations.

## **CLEANING PROCEDURES PRIOR TO OPENING**

During the period of shutdown and through the reopening of the campus the PMM team has undertaken the following procedures to keep the campus safe and prepare for the return to operation.

- Maintaining bathrooms, commons spaces and lobbies in buildings under use

- Heavily concentrating on disinfecting common touchpoints in buildings still open through the use of aerosol and heavy droplet disinfectants continually throughout the day on door handles, railings, countertops, tables, etc.
- Sprayed all common areas in building interiors and all Transportation vehicles with Protexus Electrostatic Disinfectants twice during April/May. All residence hall lobbies were included during this procedure.
- Floor Team reported during the first week of May to expedite carpet shampoo and hard floor buffing in SOBL, Garrison, Caves, SOD, Rockland and MAC.
- Entire PMM workforce returned on June 1<sup>st</sup> and concentrated on summer cleaning of the residence halls to prepare the rooms for the fall semester return of students. Cleaning procedures performed include:
  - Carpeting shampooed
  - Cloth furniture cleaned
  - Hard floors (VCT) stripped and waxed
  - Bathrooms cleaned and disinfected with hospital grade disinfectant
  - Kitchen cabinets and countertops cleaned and disinfected with hospital grade disinfectant
  - Bedroom furniture cleaned and disinfected with hospital grade disinfectant
  - Facilities completed painting and repairs
- Rockland Marketplace floors shampooed and furniture disinfected with hospital grade disinfectant

### **ENHANCED CLEANING PROCEDURES – CAMPUS REOPENING**

Daytime Full Service Porters are assigned to every building on campus during normal business hours and will concentrate on the following:

- Disinfecting various touchpoints in all buildings with a focus on high traffic areas. Clean all touchpoints (railings, doorknobs, elevator contacts) at least once every three hours with heavy droplet disinfectant. Aerosol disinfectant will be assigned to each person for use on touchpoint regularly as the contaminated area is passed.
- Bathrooms will be cleaned at least twice every three hours
- Locker rooms In Season will be cleaned twice per day
- All cleaning is subject to the daily project list, facility work requests and emergency calls for assistance

Night Crew employees will be concentrating on the following:

- PMM will increase nightly disinfecting & cleaning of classrooms on each campus
- Emptying trash from all classrooms and outside offices
- Disinfecting the desks, countertops and seating in classrooms
- Additional disinfection of touchpoints in all high traffic areas and bathrooms
- Additional disinfection of areas used for nightly student activities and events.
- Faculty offices disinfected upon request through the facilities work ticket system

### Rockland Dining Hall

Sodexo will provide additional dining room attendants to increase the cleanliness of dining furniture. Dining room tables will have Plexiglas added to ensure safety amongst diners while maximizing the total number of seats available. Tables and Plexiglas will be disinfected and cleaned after each use. Hand sanitizers and gloves will be added to Rockland Marketplace stations for student use and utility personnel will increase disinfecting of countertops and sneeze guards.

## CLEANING PRODUCTS & EQUIPMENT

### *Products*

All disinfectant cleaning products utilized during the cleaning process are hospital grade products approved by the CDC to kill the Coronavirus strain. Products include:

- Heavy droplet disinfectant sprays –
  - Misco PF5 non-acid disinfectant restroom cleaner used on all hard surfaces
  - Xfect disinfecting glass & multi-surface cleaner
  - Comet disinfecting restroom cleaner used on all hard surfaces
- Irafect brand aerosol disinfectant spray –disinfectant glass and multi surface cleaner
- Monk brand sanitizing wipes used in fitness centers and computer labs
- Clorox brand disinfecting wipes used for hard surface cleaning

### *Equipment*

New electrostatic disinfectant sprayers will be employed for the fall semester improving efficiency of cleaning process. This equipment allows for touchless disinfection and sanitizing and nearly 3X surface coverage treated during traditional cleaning methods. These sprayers will be used to respond to emergency calls due to a positive test and provide additional coverage for highly trafficked areas. Additional benefits would include enhanced disinfecting of active locker rooms and improved cleaning in the Wellness Center.

Additional hand sanitization stations will be placed in high traffic areas to complement current stands. Sodexo is purchasing an additional 17 Ecolab sanitizing stations to be placed in various dining venues.

## COVID19 PRESENT OR DETECTED

In instances where COVID19 has been positively detected the following additional procedures will be undertaken.

- Resident student  
Entire room & suite will be disinfected by a trained PMM staff clothed in appropriate PPE gear using an Electrostatic Disinfectant Sprayer and appropriate disinfecting products. Isolation rooms for students who have contracted the virus will be treated as requested by the Residence Life and Wellness Center staff during the period of stay. Once vacated the entire suite will undergo thorough disinfection process.

- Faculty/Staff  
Contact tracing procedures will determine the extent of interpersonal connection with other University staff and students. PMM will be assigned to clean any identified space with the Electrostatic Disinfectant process. Procedure may be modified due to the presence of Information Technology, lab equipment or other sensitive electronics.

Facilities and Auxiliary services are committed to providing a clean and safe environment for the entire Stevenson community. We will continue to monitor all relevant guidance from governmental health & safety agencies and modify cleaning procedures as new best practices relevant to COVID19 are identified.