



**SECTION 2**  
**DIVISION 11**  
**CAMPUS FOOD SERVICE APPENDIX A**

# DIVISION 11- CAMPUS FOOD SERVICE APPENDIX A

## CAMPUS FOOD SERVICE OPERATIONS

### FOOD OPERATION CONSTRUCTION AND RENOVATIONS

#### 1.1 UNIVERSITY DEPARTMENT

- A. Business Services' Auxiliary Services Department shall review and approve any new food operations construction and renovation along with the appropriate Facilities Management Departments including preliminary program, design drawings, and construction drawings. Auxiliary Services Department administers all food related contracts with the University and outside vendors. Auxiliary Services Department shall be integrally involved in all aspects of construction including scheduling, construction progress, changes, and funding decisions.

#### 1.2 PLAN REVIEW

- A. All new food operation construction and renovations shall be reviewed and approved by the North Carolina Department of Insurance.
- B. All new food operation construction and renovations shall be reviewed by the Mecklenburg County Health Department. Refer to web site under "Environment Health Plan Review"  
<http://www.charmeck.nc.us/Departments/Health+Department/Environmental+Health/Food+and+Facilities+Sanitation/Programs+and+Services/Environmental+Health.htm>

#### 1.3 RULE AND CODE COMPLIANCE

- A. All food operation construction and renovations shall comply with all Federal, State, and Local codes and guidelines.

#### 1.4 SPECIFIC RULE AND CODE COMPLIANCE

- A. *Note: This is to bring special attention of rules and codes, other rules & codes may be required and govern new construction and renovations as appropriate.*
- B. All new food operation construction and renovations shall comply with administrative rules used by the North Carolina Department of Environment and Natural Resources. The rules are from "Title 15A, Subchapter 18A of the North Carolina Administrative Code".
- C. All new food operation construction and renovations shall require a site survey and review of all new equipment installed by the Mecklenburg County Health Department to insure that installation does follow the original approved plan review. This site survey and review will be scheduled and coordinated by the University's Food contractor as the health certificate shall be issued to the contractor, not the University.
- D. All new food operation construction and renovations shall be inspected at a later date by the Mecklenburg County Health Department to receive the require health rating certificate which will be posted at each food preparation site.
- E. All new food operation construction and renovations shall comply with the current National Electric Code NFPA 70.

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- F. All new food operation construction and renovations shall comply with the current State of North Carolina, Department of Administration, State Construction Office, Electrical Guidelines and Policies.
- G. All new food operation construction and renovations shall comply with the Charlotte Mecklenburg Utility Department guidelines on requirements for sanitary sewer grease separators or interceptors. Refer to Mecklenburg County Code interpretation 1003.1 dated January 1, 2005.
- H. All new food operation construction and renovations shall comply to the current North Carolina Building Code with respect of the use and requirement of exhaust hoods for use in food service operations. This includes North Carolina Mechanical Codes and guides for furnishing make up air required as part of an exhaust hood installation. All “Seismic Bracing” shall be installed as per guides and codes. Food exhaust duct shall have appropriate clean out access hatches for use during regular scheduled contracted duct cleaning.
- I. All new food operation construction and renovations shall comply to the NFPA 17A and North Carolina Fire Codes concerning fire suppression systems with food exhaust hoods.

1.5 STANDARDS

- A. Flooring- Anti-bacterial ceramic tile shall be installed on all food preparation floors. This tile shall have slip preventative surface but allow for easy cleaning.
- B. Ceiling- As per standard building codes, all ceilings shall be cleanable in food preparation areas.
- C. Walls, Cabinets, Equipment- All services shall be easily cleanable.
- D. Point of Sale
  - 1. All food locations require 49er card jacks.
  - 2. One Ethernet jack for credit card machine.
  - 3. Quad electrical box for each point of sale.
  - 4. The University will provide the point of sale equipment.
- E. Beverage Machines
  - 1. The University’s contract food vendor arranges for the installation of beverage distribution stations, contractor must provide smooth chases for the installation of beverage lines from the distribution station to the “bag in the box” location and the CO2 propellant location.
- F. Service Area & Loading Dock Design
  - 1. Service Area:
    - a. The service area shall be easily accessible to service vehicles and free from conflict with other vehicle and pedestrian traffic.
    - b. A recycling and trash holding room shall be located directly adjacent to the loading dock. The room size (minimum 100 square feet) shall vary dependent upon the building occupancy and function.
    - c. A housekeeping supply storage room (measuring at minimum 12 feet by 14 feet) shall be located adjacent to the loading dock.
  - 2. Loading Dock:
    - a. The loading dock shall be wide enough for two dumpsters sitting side by side with enough additional space for a delivery vehicle to back up to the loading dock and adequately open driver and passenger side doors.
    - b. Loading dock height shall be 60 inches.
  - 3. Loading Dock Driveway:
    - a. Loading dock driveways shall have 20 feet minimum radii (preferably larger).
    - b. Driveways and surrounding areas shall be designed to enable drivers to have a clear and unobstructed view while backing up to the loading dock.

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- c. Provide appropriate parking locations and signage for service vehicles; such locations shall not block access for delivery and waste hauling trucks.
- 4. Dumpster:
  - a. Provide space immediately adjacent to the building service area for two front loading type dumpsters, one for trash and one for cardboard.
  - b. Dumpsters should be located at the loading dock so that staff may place trash and cardboard directly into either dumpster from the dock.
- G. Grease Retention & Removal – Grease Interception & Containment
  - 1. Provide a complete and appropriate system for the retention and removal of grease resulting from cooking activities.
  - 2. Provide adequate space and systems for grease interception retention and containment. Provide the appropriate systems and mechanisms to prevent spillage during grease removal. Provide direct access to water to clean all adjacent areas.
- H. Can Wash
  - 1. All new food operation construction and renovations shall incorporate a can wash equipment and can wash area at an appropriate location with curbs.
- I. Hot Water Heaters
  - 1. Hot water heaters shall be installed to provide the required 140 degree water for dish washing and prep sinks.
  - 2. Mixing valves and/or additional hot water heater will be required to provide hot water for hand sinks in the food operation area as appropriate.
- J. Cameras
  - 1. All new food operation construction and renovations shall incorporate electronic cameras to monitor cash operations at point of sale areas.
  - 2. System to communicate and operate with the campus standard camera systems.
- K. Emergency Power
  - 1. All new food operation construction and renovations shall have all walk in coolers and freezers on secondary back up emergency power generator in the case of loss of house electrical power.
- L. Restrooms
  - 1. Although covered in the Mecklenburg County Health Department rules and codes, appropriate locations for restrooms shall be provided for both employees and customers including hot running water.
- M. Equipment
  - 1. All new food operation construction and renovations equipment shall be required to have the NSF (NSF International Inc.) and UL label.
- N. Utilities for Food Equipment
  - 1. General utilities shall be provided at each site by the general contractor for connection to Kitchen and Food Equipment.
  - 2. General contractor shall be required to make all hard utility connections to Kitchen and Food Equipment.