

## Grossmont College Reopen Plan

DRAFT 3-11-21

1. Hand Sanitizers
  - a. Mounted hand sanitizers at each exterior door
  - b. Individual hand sanitizers upon request through each department's dean/director at [Grossmont.Maint.andOPS@gcccd.edu](mailto:Grossmont.Maint.andOPS@gcccd.edu)
  - c. Disinfectant wipes are provided for all classrooms and office areas. Refill requests through each department's dean/director at [Grossmont.Maint.andOPS@gcccd.edu](mailto:Grossmont.Maint.andOPS@gcccd.edu)
  - d. No spray disinfectants should be used
2. 6' distancing
  - a. Each classroom occupied will have 6' distancing
  - b. Conference and meeting rooms are not to be used for meetings
  - c. Office areas
    - i. Alternate schedules if individuals work closer than 6', if possible
    - ii. Install "sneeze Guards" where necessary
3. Room capacity of persons for each space is determined on 6' distancing per CDC guidelines
4. Signage
  - a. signage per CDC guidelines will be posted
  - b. Floor markings in places where queuing are required
5. Disinfecting
  - a. Custodians disinfect all high touch items such as doorknobs, switches, handrails, and table surfaces more frequently
  - b. Restrooms are disinfected more often, and a sign-off sheet at each location
  - c. Office work areas are to be wiped by the workers in that space
  - d. Custodians do not disinfect equipment in any space
  - e. Custodians do not disinfect office desks
  - f. Classroom disinfecting between classes
    - i. One hour between typical size classes is required
    - ii. Larger classes take 1.5 to 2 hours
    - iii. Gymnasium takes 1.5 hours with .5 hours for dry time
6. Ventilation
  - a. All HVAC systems increased to 100% outside air or the highest possible
  - b. The American Society of Heating, Refrigeration, and Air-conditioning Engineers (ASHRAE) recommends using higher than Merv 8. Grossmont is currently using MERV 8 as the HVAC systems are designed for. Research is being done to determine if the systems can handle a MERV 13.
  - c. Filters are changed every six months
  - d. Perform initial air flush one week before reopening
  - e. Systems run longer for pre/post-occupancy each day
  - f. Fans are not to be used to circulate areas
  - g. Spaces that have exhaust systems will run during occupancy
  - h. Air cleaners are being considered for waiting areas, dance, and gyms
7. Doors and windows are to remain closed at all times.

- a. Grossmont's HVAC systems are designed for doors and windows to be closed
  - b. Maintains the proper Relative Humidity(RH) of 40% - 60% as recommended by ASHRAE to slow the spread of COVID-19
  - c. Maintains proper static pressure
  - d. Keeps mold and pests out
8. Water
- a. Water supplies will continue to be flushed, and filters changed
  - b. Hydration station filters will be changed before reopening