



Cafeteria/Food Services

The Cafeteria / Student Union will serve as a center where students, staff, and visitors can obtain a quick, desirable, economical snack or meal. The facility should be comfortable, inviting, and cheerful and can also serve as a banquet facility, meeting room, or hold other after school activities.

The Cafeteria/Kitchen area will consist of a large student eating area including an outdoor eating area with speaker system, kitchen where meals are prepared, storage areas, and an area for trucks delivering supplies for food service.

The physical layout should permit efficient movement and storage of tables and chairs so that the facility may be

quickly converted from a dining area to large group meeting/instruction spaces and a large open area for dances and other reception activities.

The Cafeteria should be available for public use with:

- Parking nearby
- Easy access
- Ability to be separated
- Ability to secure
- Restroom availability
- Serving lines organized for efficient traffic flow and multi-item service

As the main dining area will likely serve as a meeting area and location of social events after school hours, it should be near adequate public parking and have the ability to be closed off from areas of the school that may need to avoid unsupervised foot traffic during certain times.

The purpose of the Cafeteria / Student Union is to provide a pleasant atmosphere for students to eat meals and to provide a flexible meeting space for groups if needed. There should be easy access to the recycling center

The pages that follow contain a list of spaces and drawings illustrating the relationship between various program areas, and the individual spaces within the program area. Additionally, a description of the activities, persons to accommodate, and items to be considered is included.

Cafeteria / Food Services Space Requirements

Cafeteria / Food Service		Suggested			
	TS	Quantity	SF	Total	
Kitchen					
Preparation Area					
Serving Area					
Dry Food Storage					
Cooler/Freezer		1	3,500	3,500	
Ware Washing					
Kitchen Mgr Office					
Restroom					
Lockers					
Cafeteria / Student Union		1	6,000	6,000	
Table & Chair Storage		1	300	300	
Staff Dining w/Vending		1	600	600	
School Store		1	700	700	
Club Areas		1	500	500	
Cafeteria break room		1	300	300	
Commons		1	4,000	4,000	
Food Service Sub-Total				11,600	

15,900

Cafeteria / Food Service Space Descriptions:
Preparation Area

PREPARATION AREA		PERSONS
ACTIVITIES		Food service personnel
Warming & cooking food		
PREPARATION AREA		QTY
MECHANICAL	65-70 Degrees year round temperature	Yes
	MUA unit capable of heating and cooling [evaporative or air conditioning]	Yes
	Mechanical [cable operated] gas shut-off valve for hood fire suppression system	Yes
	Surface mounted gas manifold under hood for cooking equipment gas supply	Yes
PLUMBING	Multiple sinks	Yes
	Waste disposal	Yes
	Trough drain at cook line	Yes
	Floor sinks and drains	Yes
	Garbage disposals & pre-rinse	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
	Other electric based on equipment requirements	Yes
TECHNOLOGY	Data ports	Yes
	Telephone	Yes
FURNITURE / EQUIPMENT	Special equipment needs for food preparation to be determined by Kitchen Consultant	Yes
DOORS & WINDOWS	Door: view panel	Yes
	Windows: none	Yes
	Security system	Yes
	Double doors to Storage, Loading/Receiving, and Serving Area	Yes
SPECIAL CONSIDERATIONS	Quarry tile flooring	Yes
	Locate near dock	Yes
	Grease traps	Yes
	Acoustical separation between kitchen and multi-purpose room so functions can occur in the multi-purpose room while kitchen is in use	Yes
		Yes

Cafeteria / Food Service Space Descriptions:
Serving Area

SERVING AREA		
ACTIVITIES	PERSONS	
Serving food	Food personnel	
Serving lines or distributed food serving	Student workers	
	Students -- multiple serving lines	
SERVING AREA		
		QTY
MECHANICAL	65 - 70 Degrees year round temperature	Yes
PLUMBING	Floor drains	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
	Cord drops for serving equipment and POS equipment – dedicated circuits	Yes
TECHNOLOGY	Cash register/computers for food check-out	Yes
	Multi-lane POS system	Yes
	Data drops from T-bar ceiling	Yes
FURNITURE / EQUIPMENT	Point-of-sale cash registers	Yes
	Moveable serving equipment	Yes
	Other special equipment needs for food serving	Yes
DOORS & WINDOWS	Door: view panel	Yes
	Security system	Yes
	Serving windows to outdoor dining areas	Yes
SPECIAL CONSIDERATIONS	Tile flooring	Yes
	Locate near dock and kitchen	Yes
	Special opening to enable multiple serving areas for community use	Yes

Cafeteria / Food Service Space Descriptions:
Dry Food Storage

DRY FOOD STORAGE	
ACTIVITIES	PERSONS
Storage for dry food and paper	Food service personnel

DRY FOOD STORAGE		QTY
MECHANICAL	65-70 Degrees year round	Yes
PLUMBING	No special requirements	
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
TECHNOLOGY	No special requirements	
FURNITURE / EQUIPMENT	Rust resistant 24" deep shelving and dunnage racks	Yes
	Other special equipment needs for food storage	Yes
	Shelving to maximize storage	Yes
DOORS & WINDOWS	Windows: none	Yes
	Door: view panel	Yes
	Security system -- locks keyed for food service personnel access only	Yes
	Double doors to kitchen	Yes
	Double doors to Receiving	Yes
SPECIAL CONSIDERATIONS	Tile flooring	Yes

Cafeteria / Food Service Space Descriptions:
Cooler / Freezer

COOLER / FREEZER	
ACTIVITIES	PERSONS
Storage	Food service personnel
COOLER / FREEZER	
QTY	
MECHANICAL	See manufacturer's specifications Separate condensing units for each box [cooler and freezer]
PLUMBING	Freezer-heated condensate Hose bib
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall Coordinate power requirements with equipment manufacturer Fluorescent lighting Emergency lighting
TECHNOLOGY	Radio controlled temperature monitoring or similar devise Locate remote, hard wired
FURNITURE / EQUIPMENT	Walk-in freezer and cooler Rust-proof shelving, 18' deep with additional 24" deep dunnage racks in freezer and refrigerator Open wall space for utility racks
DOORS & WINDOWS	Door: view panel, safety latch Gravity closing hinges Snubber-type door closer
SPECIAL CONSIDERATIONS	Quarry tile or sealed concrete flooring Located next to delivery door, close to supervisor's office Floor drain

Cafeteria / Food Service Space Descriptions:
Ware Washing

WARE WASHING	
ACTIVITIES	PERSONS
Washing of preparation equipment	Food service personnel
Sanitizing	

WARE WASHING		QTY
MECHANICAL	Exhaust fan over utensil sink	Yes
PLUMBING	Large sinks and sprayers [pre-rinse]	Yes
	Garbage disposal	Yes
	Floor drain	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
	Coordinate power requirements with equipment manufacturer	Yes
	Fluorescent lighting	Yes
TECHNOLOGY	No special requirements	
FURNITURE / EQUIPMENT	Rust-proof shelving	Yes
	Drying racks	Yes
DOORS & WINDOWS	Door: no special requirements	Yes
	Windows: none	Yes
SPECIAL CONSIDERATIONS	Tile flooring	Yes
	Rubber flooring	Yes

Cafeteria / Food Service Space Descriptions:
Kitchen Manager Office

KITCHEN MANAGER'S OFFICE	
ACTIVITIES	PERSONS
Scheduling	Food service manager
Staff evaluations/discipline/small meetings	
Customer Service	
Ordering Supplies	

KITCHEN MANAGER'S OFFICE		QTY
MECHANICAL	Air conditioning	Yes
PLUMBING	No special requirements	
ELECTRICAL / LIGHTING	Quad electrical outlets on each wall	Yes
	Overhead lighting	Yes
TECHNOLOGY	Access to voice, video, data ports, and electrical outlets	Yes
	Quad outlets adjacent to each data port	Yes
	Telephone	Yes
	Cable access to IDF	Yes



Cafeteria / Food Service Space Descriptions:
Kitchen Manager Office

KITCHEN MANAGER'S OFFICE		QTY
FURNITURE / EQUIPMENT	Lockable storage cabinets	Yes
	Flexible surfaces	Yes
	Portable work stations	Yes
	Desk with return	1
	Desk chair	1
	Credenza	1
	Bookshelves	18LF
	Marker board	4LF
	Laptop computer	1
	Printer	1
	File cabinet, 4 drawer	1 to 2
	Bulletin board	4LF
	Safe	Yes
	Wall-mounted bin boxes above desk/work surface	Yes
DOORS & WINDOWS	First-Aid kit	Yes
	Clock	1
	Door: large view panel	Yes
	Windows: operable with 1/2 glass looking into serving area, food prep area, and receiving/storage areas	Yes
SPECIAL CONSIDERATIONS	Door keyed for food service personnel access only	Yes
	Security system	Yes
Located to view both delivery and production areas		Yes

Cafeteria / Food Service Space Descriptions:
 Restroom

RESTROOMS		QTY
ACTIVITIES	PERSONS	
Personal hygiene	Food service personnel	
RESTROOMS		QTY
MECHANICAL	Exhaust fan	Yes
PLUMBING	Sink with hot and cold water	Yes
	Toilet	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
TECHNOLOGY	No special requirements	
FURNITURE / EQUIPMENT	Casework to include: - cabinet with mirror	Yes
	Soap dispenser	Yes
	Towel dispenser	Yes
DOORS & WINDOWS	Door: no view panel	Yes
	Windows: none	Yes
SPECIAL CONSIDERATIONS	Adjacent to locker room	Yes

Cafeteria / Food Service Space Descriptions:
Lockers

LOCKERS	
ACTIVITIES	PERSONS
Food service personnel storage	Food service personnel

LOCKERS		QTY
MECHANICAL	Ventilation	Yes
PLUMBING	No special requirements	
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
TECHNOLOGY	No special requirements	
FURNITURE / EQUIPMENT	Lockers – sloped tops	Yes
	Benches	Yes
	Locking storage cabinet	Yes
DOORS & WINDOWS	Door: no special requirements	Yes
	Windows: none	Yes
SPECIAL CONSIDERATIONS	Adjacent to food service restroom	Yes



Cafeteria / Food Service Space Descriptions:
Cafeteria / Student Union

CAFETERIA / STUDENT UNION	
ACTIVITIES	PERSONS
Student dining	Staff members
School and community program, meetings, and activities	Community – primarily after school hours
Performances	Parents
	Students

CAFETERIA / STUDENT UNION		QTY
MECHANICAL	No special requirements	
PLUMBING	Drinking fountain	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
	Adequate sound / lighting system for multiple use of facility including audience & staging ca	Yes
	Variable lighting levels	Yes
	Special stage lighting or performances	Yes
TECHNOLOGY	Telephone/intercom/voicemail port	Yes
	Video and data ports	Yes
	Quad outlet adjacent to each data port	Yes
	Audio enhancement system	Yes
	Sound system with portable or wireless microphones	Yes
	POS capability for remote serving carts for rainy days	Yes



Cafeteria / Food Service Space Descriptions:
Cafeteria / Student Union

CAFETERIA / STUDENT UNION		QTY
FURNITURE / EQUIPMENT	Round, fold up tables	Yes
	Various size tables - tall café style, booths, kidney shaped	Yes
	Stackable, free standing chairs and chair dolly	Yes
	CD/DVD player	Yes
	Equipment rack in control closet	Yes
	Computer projector	Yes
DOORS & WINDOWS	Large, retractable projection screen	Yes
	Door: double doors with access to outside courtyard/dining area	Yes
	Door: double doors to table storage	Yes
	Windows: operable, with blinds to allow for controlled natural lighting	Yes
	Room darkening capabilities	Yes
SPECIAL CONSIDERATIONS	Good sight lines to all areas of the room for supervision	Yes
	Lower ceiling	Yes
	Music	Yes
	Acoustic sound panels	Yes
	Control closet with light and sound control box	Yes
	Tile flooring with various colors to show table placement & mascot	Yes
	Special consideration needs to be given to multiuse of cafeteria [i.e., auditoria, cafetorium, etc.]; this is to be a presentation area as well as dining area; this will have a major impact on ceiling heights, windows, wall treatment, lighting, etc.	Yes

Cafeteria / Food Service Space Descriptions:
Table & Chair Storage

TABLE & CHAIR STORAGE

ACTIVITIES

PERSONS

Storage _____ Custodial/Maintenance staff _____

TABLE & CHAIR STORAGE

QTY

MECHANICAL	No special requirements	
PLUMBING	Sink with hot & cold water	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
TECHNOLOGY	No special requirements	
FURNITURE / EQUIPMENT	Table and chair racks Shelving above tables and chairs	Yes Yes
DOORS & WINDOWS	Door: solid, double doors to cafeteria Windows: none	Yes Yes
SPECIAL CONSIDERATIONS	No special requirements	



Cafeteria / Food Service Space Descriptions:
Staff Dining with Vending

STAFF DINING WITH VENDING	
ACTIVITIES	PERSONS
Staff dining	Faculty
	Staff

STAFF DINING WITH VENDING		QTY
MECHANICAL	No special requirements	
PLUMBING	Counter and sink	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
TECHNOLOGY	Telephone/intercom/videomail port	Yes
	Video and data ports	Yes
	Quad outlet adjacent to each data port	Yes
	Casework to include:	Yes
FURNITURE / EQUIPMENT	- Countertop with sink, base, and wall cabinets	Yes
	Microwave oven	Yes
	Table and chairs	Yes
	Magnetic marker board	Yes
	Tackboard	Yes
DOORS & WINDOWS	Door: View panel	Yes
	Windows: operable, allow controlled natural lighting	Yes
SPECIAL CONSIDERATIONS	Carpet and partial vinyl tile flooring	Yes
	Lounge capability	Yes
	Vending machines	Yes

Cafeteria / Food Service Space Descriptions:
School Store

SCHOOL STORE	
ACTIVITIES	PERSONS
Sell school merchandise and supplies	Students
	Staff

SCHOOL STORE		QTY
MECHANICAL	No Special Requirements	
PLUMBING	No Special Requirements	
ELECTRICAL / LIGHTING	Quad outlets at each data port	Yes
TECHNOLOGY	Data ports	Yes
	Computer	Yes
FURNITURE / EQUIPMENT	Slat wall displays	Yes
	Lockable storage closet	Yes
	Chairs	2
	Networked printer	Yes
	Free Standing displays	Yes
	Counter top with lockable roll up window for sales	Yes
	Shelving	Yes
DOORS & WINDOWS	Door with view panel	Yes
SPECIAL CONSIDERATIONS	Equipment for financial transactions	Yes

Cafeteria / Food Service Space Descriptions:
Club Areas

CLUB AREAS	
ACTIVITIES	PERSONS
Club meetings	Students
	Club Advisors

CLUB AREAS		QTY
MECHANICAL	No special requirements	
PLUMBING	Hot and cold water for sink	Yes
ELECTRICAL / LIGHTING	Quad outlet at each data port	Yes
TECHNOLOGY	Data ports	Yes
	Wireless access points	Yes
FURNITURE / EQUIPMENT	Tables and chairs	Yes
	Counter top with sink with upper and base cabinets for storage	Yes
	Tall lockable storage cabinets	Yes
	Bulletin board	Yes
	White board	Yes
DOORS & WINDOWS	Door with view panel	Yes
	Windows to outdoors with blinds for lighting control	Yes
SPECIAL CONSIDERATIONS	No Special Requirements	

Cafeteria / Food Service Space Descriptions:
Cafeteria Break Room

CAFETERIA BREAKROOM		
ACTIVITIES	PERSONS	
Staff break space	Cafeteria staff	
CAFETERIA BREAKROOM		
	QTY	
MECHANICAL	No special requirements	
PLUMBING	Counter and sink	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
TECHNOLOGY	Telephone/intercom/voicemail port	Yes
	Video and data ports	Yes
	Quad outlet adjacent to each data port	Yes
	Casework to include: - Countertop with sink, base, and wall cabinets	Yes
FURNITURE / EQUIPMENT	Microwave oven	Yes
	Table and chairs	Yes
	Magnetic marker board	Yes
	Tackboard	Yes
DOORS & WINDOWS	Door: view panel	Yes
	Windows: operable, allow controlled natural lighting	Yes
SPECIAL CONSIDERATIONS	Carpet and partial vinyl tile flooring	Yes
	Lounge capability	Yes
	Vending machines	Yes

Cafeteria / Food Service Space Descriptions: Commons

COMMONS	
ACTIVITIES	PERSONS
Study space	Students
School and community program, meetings, and activities	Community - primarily after school hours
Informal meeting space and gathering area	Parents
	Staff

COMMONS		QTY
MECHANICAL	No special requirements	
PLUMBING	Drinking fountain	Yes
ELECTRICAL / LIGHTING	Duplex electrical outlets on each wall	Yes
	Adequate sound / lighting system for multiple use of facility	Yes
	Variable lighting levels	Yes
	Telephone/intercom/voicemail port	Yes
TECHNOLOGY	Video and data ports	Yes
	Quad outlet adjacent to each data port	Yes
	Audio enhancement system	Yes
	Sound system with portable or wireless microphones	Yes
FURNITURE / EQUIPMENT	Various size tables - tall café style, booths, kidney shaped	Yes
	Various informal seating of couches and chairs	Yes
DOORS & WINDOWS	Door: double doors with access to outside courtyard/dining area	Yes
	Windows: operable, with blinds to allow for controlled natural lighting	Yes
	Room darkening capabilities	Yes
	Good sight lines to all areas of the room for supervision	Yes
	Lower ceiling	Yes
SPECIAL CONSIDERATIONS	Music	Yes
	Acoustic sound panels	Yes
	Tile flooring with various colors to show table placement & mascot	Yes
	Special consideration needs to be given to multiuse of commons	Yes
		Yes