

Vending Machine Requirements

11.21.23

Description:

The purpose of the section is to highlight the current applicable UMCP Design Standards for selection, location and installation of vending machines.

Related Sections:

- TBD

Effective Date:

September 25, 2003

Applicable Standards:

- TBD

General Requirements:

The A/E shall provide required space and utilities for vending machines in new buildings and major renovation projects based on the design guidelines in this section. After completion of the schematic design, the Project Manager (PM) will request the Department of Business Services (DBS) and the building occupants to meet to jointly finalize vending requirements based on the floor layouts in the schematic design and the design guidelines in this section. The PM will then provide the final requirements to the A/E to incorporate into future design phases.

The university's vending program provides snack foods and beverages in convenient locations throughout the campus community. Vending machines are located in existing buildings and must be planned for in new buildings and major renovations. Pepsi-Cola and Blind Industries & Services of Maryland (BISM) are the current vendors and they provide a variety of products. Some locations offer cold food and a microwave in addition to the candy, chips, pastries, and cold beverages found in the majority of locations. The vending machines are owned and operated by the vendors. The university is responsible to provide adequate space and utilities for the machines.

1. Location:

- Vending machines should be located in convenient yet unobtrusive locations in the building. Typically, they will be located in alcoves off the lobby or main hallways.
- They should be located proximate to ramps, elevators and/or the loading dock to facilitate product delivery and servicing of the machines.
- Their location must be in compliance with all environmental health and safety rules and guidelines. For example, they must be located such that they do not impede the adequate and safe means to exit the building during emergencies, nor impede access for emergency personnel (corridors and other means of egress must be free of obstructions and items may not block exit doors or restrict the width of any portion of a corridor to less than 44 inches).
- The university requires recycling of materials including bottles (glass and plastic) and cans (aluminum and metal), and recycling collection areas are provided in campus buildings.
- Vending machines should be located proximate to recycling collection areas so that used cans and bottles can be recycled conveniently.

2. Space and Utility Needs

- The space needs for vending is based on the number of vending machines required.
- The number of vending machines required is based on the number of occupants in the building, with some adjustments made due to other factors.
- The Department of Business Services will meet with the building occupants after completion of schematic design and make final decisions on number, type and distribution of vending machines based on these guidelines and factors and the schematic layout of the building.

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- Following are the guidelines and factors:

# Occupants	# Snack Machines	# Beverage Machines
100	1	1
200	2	2
300	3	3
400	4	4

- Other factors:

- If there are 100 or more occupants per floor in a large building, consideration may be given to place one snack and one beverage vendor per floor.
- For buildings with classrooms, the maximum number of students in the classrooms at any one time should be added to the occupant totals to determine number of vending machines.
- Buildings with little reduction in occupancy levels before and/or after the normal core hours of occupancy may require more vending machines than in the guidelines.
- Buildings that are occupied 24 hours per day (e.g., research labs) may require more vending machines than in the guidelines.
- Buildings with a large number of outside visitors or transient people may require more vending machines than in the guidelines. These machines should be located in the high traffic areas.
- Occupants in a building may request specialized vending machines (e.g. coffee, cold food or frozen vendor) depending on their needs.
- For large buildings with multi-levels, two beverage vendors and one snack vendor on the main entry level and one beverage and one snack on each floor is recommended.

- Recycling Needs** - In order to plan for vending placements, machine size, safety, utility and recycling needs must be considered. Following are requirements for each machine type:

Blind Industries & Services of Maryland Snack Machines:

Machine Type	Dimensions	Electric	Dedicated Circuit	Water Supply	Recycle
Senior Glass front snack	72"H 35"D 39"W	120V/ 3 A	No	No	No
Junior Glass front snack	72"H 35"D 34 7/8" W	120V/ 3 A	No	No	No
Coffee/hot beverage	72"H 31"D 38"W	120/ 16 A	Yes	Yes	No
Cold food/ Sandwich	72"H 33"D 30"W	220V/ 20 A	Yes	No	No
Frozen food/ice cream	72"H 32 1/4"D 41"W	120V/ 20 A	Yes	No	No
Microwave & coin changer	72"H 36"D 33 1/2" W	120V/ 15 A	No	No	No

Pepsi:

Machine Type	Dimensions	Electric	Dedicated Circuit	Water Supply	Recycle
Machine holding 11.5 oz. and 12 oz. cans	32"W 26"D 72"H	120V/11 A	No	No	Yes
Machine holding 20 oz. bottles	37"W 33"D 72"H	120V/11 A	No	No	Yes
Machine holding 11.5 oz.	40"W 31"D	120V/11 A	No	No	Yes

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and 12 oz. cans	79"H				
Machine holding 20 oz. bottles	40"W 35"D 79"H	120V/11 A	No	No	Yes

- Other utility considerations:
 - Extension cords may not be used. Electrical power cords for vending machines are normally 6 to 9 feet in length.
 - Certain vending machines may generate enough heat to require special ventilation or cooling. In conjunction with the Department of Business Services, the A/E must identify the location of such machines and provide adequate ventilation and cooling.
 - It may be desirable to provide floor drains in areas that will contain several beverage vending machines. In conjunction with the Department of Business Services, the A/E must identify such locations and provide the floor drains.