

St. Mary's University Physical Plant Department Painting and Decorating Standard

May 27, 2008

1. This standard describes the current practice with respect to the painting, carpet replacement, and other decorating and re-furbishing work performed on the university campus.
2. The purpose of this standard is to provide for a consistent and attractive appearance to the inside of campus buildings while attempting to maximize individual taste and preference.
3. As in developing any standard, prudence dictates the best combination of quality products at a reasonable cost and delivered in an acceptable timetable.
4. This standard applies to all classrooms, offices, and public areas, with the exception of offices of university executives and deans, buildings that have their own color scheme (St. Louis Hall, Chaminade Tower, AT&T, AACC, and Charles Francis), and buildings that undergo renovations, as approved by University Administration.
5. Since the carpet provides the basis of color selection, the decision about style and pattern of carpet has critical implications. Carpet colors are selected from Blueridge Mirada IV, V, and VI. Carpets are preferred with a blend of colors rather than carpet with a complicated pattern.
6. The department director and/or staff may select the carpet from the list determined by Physical Plant Skilled Crafts and Housekeeping staff based upon carpet color that is easy to clean and with a tone that will hide soiling.
7. The color selection for walls will be based on a limited number of neutral tones of white or beige and the avoidance of trendy colors, such as teal or mauve. Trendy colors may tend to fade or may not be preferred by new room occupants.
8. Physical Plant has a limited amount of approved storage for paint for touch-up purposes.
9. A limited variety of standard colors result in the best value and use of university resources. In this way, touch-up painting of heavy use areas can be accomplished while leaving the other sections of the room or building until the normal painting cycle dictates completion.
10. Paint finish shall be eggshell; this is only one of several colors. Flat paint is avoided due to the inability to clean. High gloss and semi-gloss are avoided due to the fact that the shine often shows the imperfections in the walls.

11. Since offices and classrooms are public areas, and due to the infrequency of painting, we are not able to customize the paint color in an office.
12. Customization of spaces and decoration should be accomplished with artwork consisting of pictures or paintings. Bulletin boards should match building décor. Wood should not be mixed with aluminum. Items may not be placed or attached on the walls, doors, or windows using materials that will destroy paint or leave a residue. Nails, glue, or other permanent adhesives require considerable labor and repair to remove. No permanent marking, i.e. holes in the wall or other permanent modifications shall be made. Furniture may also be selected to provide a custom appearance and provide a color scheme.
13. Furniture selection should be made in a manner consistent with the color scheme of the area.
14. The replacement or installation of door hardware, light fixtures, plumbing fixtures and hardware, and laminate cabinet tops should match original color scheme.
15. Departments are not able to purchase their own paint. Due the liabilities and safety concerns, departments are encouraged not to attempt to do their own painting.
16. All exceptions to this Painting and Decorating Standard must be approved by University Administration.