Be Well at Work
*Faculty/Staff Wellness*

# Bottle Filler Installation Guide

This guide is intended for building managers, building coordinators, and department managers who would like to add a bottle filler to their building. Please note that anything in this guide is subject to change. This is meant to provide general guidance, but it does not guarantee that this is how the process will go for you. Thank you for your interest in improving access to tap water and contributing to a healthy campus environment!

## Options

| | Type | Cost | Pros | Cons | Requirements |
|---|---|---|---|---|---|
|  | **Retrofit: spigot** | $ | • Quick installation<br>• UCB Facilities Services may be able to install | • Easier to break<br>• Not as visually enticing<br>• Cannot be used on areas that require filtration | • Existing fountain must be ADA compliant<br>• Existing fountain must have flat surface on which to mount |
|  | **Retrofit: on-wall bottle filler** | $$ | • Quick installation<br>• UCB Facilities Services may be able to install | • Not as visually appealing as options below | • Existing fountain must be ADA compliant<br>• The back of the existing fountain must have flat surface on which to mount, and that surface must be able to drain into the fountain |
|  | **In-wall bottle filler only** | $$$ | • Visually appealing<br>• Can add filter and/or refrigeration | • No drinking fountain attached | • Must have another drinking fountain on the same floor |
|  | **Retrofit: manufacturer -specific accessory or hydration station conversion** | $$$ (approx. $5,000) | • Designed for specific water fountains - looks good | • Installation can take up to 1 week<br>• May need to hire contractor | • Existing fountain must be 2018 model or newer<br>• Existing fountain must be ADA compliant<br>• Existing fountain must be compatible |
|  | **Full hydration station** | $$$$ (approx. $20,000) | • Visually appealing<br>• Can add filter and/or refrigeration | • Expensive<br>• Installation can take up to 2 weeks<br>• Need to hire contractor<br>• May require remediation if there is asbestos | • Must be in a niche or put guard rails on both sides |

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| | | | | or lead paint in the wall. | |
|  | **Bottleless Water Cooler** | $ (monthly cost) | ● No installation cost<br>● Eco-friendly replacement for water coolers with bottles<br>● Can also provide hot water<br>● Good option when there is not an existing fountain to retrofit or replace | ● Monthly cost ($27/month) but includes maintenance and filter changes | ● Must be within 25 feet of a sink<br><br>● Contact:<br>Bernie Reyes<br>Area Growth Manager<br>ReadyRefresh<br>707-333-6073<br>b.reyes@waters.nestle.com |

## Steps

**Planning**

1. Identify the best location in the building for the bottle filler. Prioritize stations near the building entrance(s) and areas with high foot traffic.
2. Determine budget.
3. Determine which type of bottle filler you'd like.
4. Submit a work order to Facilities Services (FS) plumbing shop for an estimate: fs-newsr@berkeley.edu
    a. FS can let you know if an asbestos or lead paint test (approx. $100) is necessary based on your location
    b. FS will either provide an estimate for in-house installation or refer you to a certified contractor for a proposal.
    c. FS can let you know if your building has location plumbing shutoff at the existing fountain. If not, plumbing will have to be shut off for the entire building for the installation.
5. Lead test: contact EH&S. ehs@berkeley.edu (approx. $100)
    a. If you plan to replace the entire fixture, request that the building's plumbing be tested.
    b. If you plan to do a retrofit (adding onto the existing fixture), request that the building's plumbing and the fixture itself be tested.

**Preparation**

1. Lead test results:
    a. If results are under the limit, proceed.
    b. If results exceed the limit: Ask EH&S for guidance on how to proceed. May require remediation (at the expense of the department) or using a hydration station with a filter. Ensure the filter is changed regularly by requesting ongoing scheduled filter changes by FS and notify your building manager. Your department will be responsible for paying FS for future filter changes.

2. Wall test results:
    a. If negative, proceed.
    b. If positive for lead or asbestos, contact Facilities Services for remediation (at the expense of the department)
3. Provide FS with a chart string to order the equipment.

**Installation**

1. FS will provide a schedule and timeline of the installation. Dates will be mutually agreed to with the department.

**After Installation**

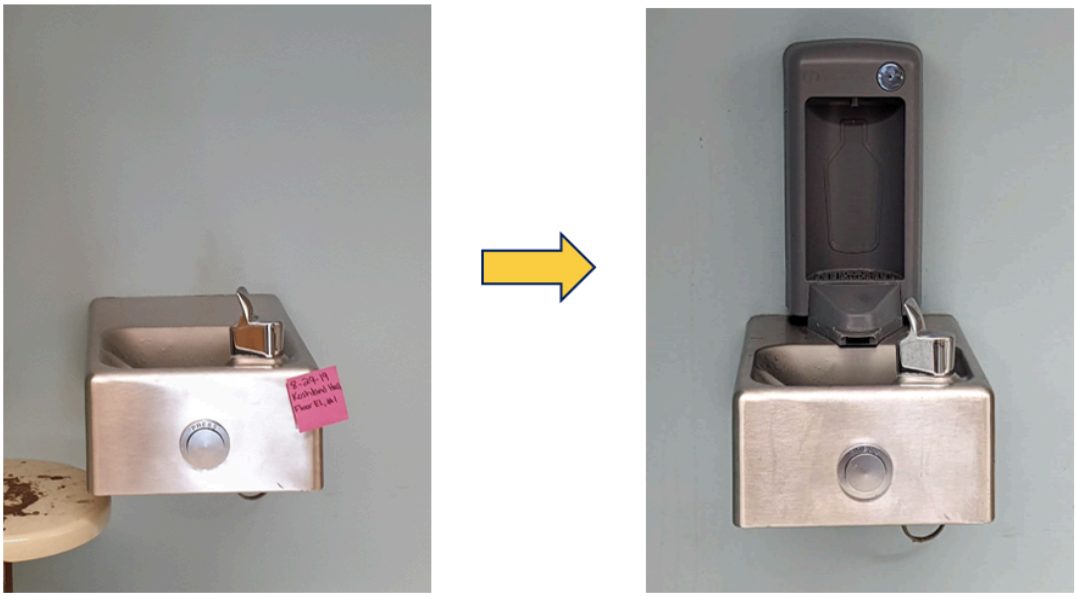
1. Add your new station to the campus water station map - email Kim Guess at kguess@berkeley.edu to do so.
2. Optional but encouraged: Add a Healthy Beverage Initiative “Water Made This” poster to promote your new station.
    a. Submit a work order to Facilities Services paint shop to install an 11x17” poster holder (if they have them available): fs-newsr@berkeley.edu (approx. $40).
    b. Contact Kim at kguess@berkeley.edu to install the poster.
3. Feel free to promote your water station through newsletters, webpages, social media, etc.

## Examples




McLaughlin Hall

# Add on-wall bottle filler to existing fountain



Koshland Hall

# Replace fountain with in-wall bottle filler only

Note: Must have another drinking fountain on same floor




Simon Hall

# Add manufacturer-specific retrofit kit to existing fountain




Simon Hall

# Replace fountain with hydration station

Note: If not in a niche, add guard rails



Morrison Hall

uhs.berkeley.edu/healthybeverageinitiative

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