

**BEST PRACTICES
AT THE OPEN DOOR**



Indoor Space

TOTAL: 17,505 Sq. Ft.



Administrative



- Director Finance & HR Office 156 Sq. Ft. (0.9%)
- File Room 117 Sq. Ft. (0.7%)
- Hallway Closet - IT and COVID Storage 18 Sq. Ft.
- Food Pantry Coordinator Office 94 Sq. Ft. (0.5%)
- President and CEO Office 189 Sq. Ft. (1.1%)

Client Services



- SNAP Entry Hall 138 Sq. Ft. (0.8%)
- SNAP Offices 252 Sq.Ft. (1.4%)

Development



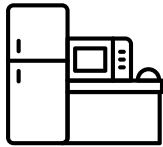
- Communications Manager Office 148 Sq. Ft. (0.8%)
- Development Assistant 64 Sq. Ft. (0.4%)
- Development Bathroom 24 Sq. Ft. (0.1%)
- Development Bathroom Hall 34 Sq. Ft. (0.2%)
- Development Cubicle #2 70 Sq. Ft. (0.4%)
- Development Hall and Open Space 200 Sq. Ft. (1.1%)
- Director of Development Office 189 Sq. Ft. (1.1%)
- Engagement Coordinator 61 Sq. Ft. (0.3%)
- Development Manager Office 78 Sq. Ft. (0.4%)
- Grants Manager Office 104 Sq. Ft. (0.6%)
- Hallway Closets (2) Development 36 Sq. Ft. (0.2%)
- Major Gifts 70 q. Ft. (0.4%)

Indoor Space

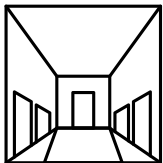
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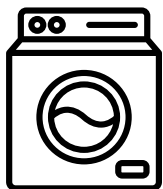
Common Space



- Bathrooms- Flex Space Area 100 Sq. Ft. (0.6%)
- Bathrooms- Men 239 Sq. Ft. (1.4%)
- Bathrooms- Women 254 Sq. Ft. (1.5%)
- Breakroom 200 Sq. Ft. (1.1%)
- Breakroom Bathrooms 94 Sq. Ft. (0.5%)
- Breakroom Hallway 84 Sq. Ft. (0.5%)
- Downstairs Conference Room 398 Sq. Ft. (2.3%)
- Downstairs Hallway/Bathroom/Storage 300 Sq. Ft. (1.7%)
- Electric Room 123 Sq. Ft. (0.7%)



- File/Copy Room 224 Sq. Ft. (1.3%)
- Flex Space 680 Sq. Ft. (3.9%)
- Front Entry Foyer 120 Sq. Ft. (0.7%)
- Hall Outside Bathrooms 187 Sq. Ft. (1.1%)
- Hall to Pantry 241 Sq. Ft. (1.4%)
- Hallway Closet- Janitorial 18 Sq. Ft. (0.19%)
- Hallway from Copy Room to Development 112 Sq. Ft. (0.6%)
- Hallway Outside Office #12 60 Sq. Ft. (0.3%)



- Miscellaneous 253 Sq. Ft. (1.4%)
- Reception and Waiting Area 487 Sq. Ft. (2.8%)
- Small Furnace Closet in Development 12 Sq. Ft. (0.1%)
- Small Meeting Room 156 Sq. Ft. (0.9%)
- Utility Room 1 - Off Dish Room 92 Sq. Ft. (0.5%)
- Utility Room 2 - Off of Flex Space 63 Sq. Ft. (0.4%)
- Washer/Dryer Closet 92 Sq. Ft. (0.5%)

Indoor Space

CONTINUED

Food Pantry



- Assistant Warehouse Manager Office 90 Sq. Ft. (0.5%)
- Corner Market 160 Sq. Ft. (0.9%)
- Call Center/Cubicle Area 294 Sq. Ft. (1.7%)
- Director of Operations Office 189 S. Ft. (1.1%)
- Pantry 1,163 (6.6%)
- Fulfillment Center 975 Sq. Ft. (5.6%)
- Mezzanine/Manager of Operations 240 Sq. Ft. (1.4%)
- Processing Center 651 Sq. Ft. (3.7%)
- Service Hallway 200 Sq. Ft. (1.1%)
- Warehouse 1 658 Sq. Ft. (3.8%)
- Warehouse 2 1,120 Sq. Ft. (6.4%)
- Warehouse Freezer 144 Sq. Ft. (0.8%)
- Warehouse Walk-In Refrigerator 240 Sq. Ft. (1.4%)

Nutrition



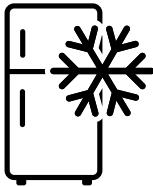
- Cart Wash Room 40 Sq. Ft. (0.2%)
- Dining Room 1,490 Sq. Ft. (8.5%)
- Dishwashing Room 260 Sq. Ft. (1.5%)
- Dry Goods Storage in Dining Room 150 Sq. Ft. (0.9%)
- Dry Storage Off Kitchen Hall 92 Sq. Ft. (0.5%)
- Food Service Manager Office 77 Sq. Ft. (0.4%)
- Kitchen 908 Sq. Ft. (5.2%)
- Kitchen Hallway 80 Sq. Ft. (0.5%)
- Kitchen Packing Room 924 Sq. Ft. (5.3%)
- Kitchen Walk-In Freezer and Cooler 260 Sq. Ft. (1.5%)
- Nutrition Education Office 104 Sq. Ft. (0.6%)
- Paper Goods Storage 98 Sq. Ft. (0.6%)
- Registered Dietitian Nutritionist Office 104 Sq. Ft. (0.6%)
- Storage Closets Off Hallway 36 Sq. Ft. (0.2%)
- Storage Room- Dry Storage 128 Sq. Ft

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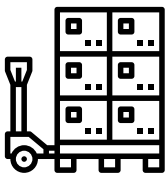
Equipment

Pantry Cold Storage



- 56" REFRIGERATOR REACH-IN True Food Service Equipment, Inc. Model No. T-49G FREEZER
- [Atosa USA, Inc. Model No. MCF8707GR](#)
- 32" Beverage Air MMF27-1-W-LED MarketMax™ Freezer Merchandiser, reach-in, one- section
- 2. FG Single-Deck Wall Model With Glass Front for Frozen Food, Ice Cream or Medium Temp (8 ft.) RFL_RFM_111218.pdf (hussmann.com)
- Walk-in Cooler/Freezer: Custom Built by [Joset Corporation](#)

Material Handling



- Brodie Toyota-Lift: Electric Pallet Jack and Walkie Stacker
- [Grocery Carts](#): Grocery Shopping Cart-Shopping Carts for Sale|Carriage Trade
- [Order Picking Carts](#): Jamco Order Picking Cart, 2 Tray Shelves, 24"Wx36"L, 1200 Lbs. Cap. | 334512
- [U-Boat](#)
- [Basket Trucks](#)
- Mobile Shelving: Mobile Shelving, Chrome Mobile Shelving - ULINE
- [Linens](#)

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Equipment

CONTINUED

Shelving

- Gondola Shelving

Scales



- Avery Weigh Tronix and Diamond Plate countertops for checkout counters
- MODEL 680 & 55680 SERIES ULTRA.LO PROFILE FLOOR SCALES

Bay State Scale & Systems, Inc.
7 Ray Avenue, Burlington, MA 01803 S
800-696-8282X10
<http://www.baystatescale.com/>

Kitchen Equipment



- Alto-Shaam AR-7T Electric 7 Spit Commercial Rotisserie, 208v/1ph

- Alto-Shaam QC3-40 44" Quickchiller Reach In Commercial Blast Chiller - 240 lb.

- Berkel B12-SLC 12" Medium-Duty Gravity Feed Manual Meat Slicer

- Blodgett Model No. ZEPH-200-E DBL (Two of these on site)



- CMA Dishmachines CMA-180-S Single Rack High Temperature Straight Dishwasher - 208/240V, 3 Phase

- Groen BPM-40EC 240/1 Stainless Steel 40-Gallon Tilting Electric Braising Pan - 240V, 1 Phase, 15.3 kW

- USED Hobart Legacy HL120-1 12 Qt. Planetary Stand Mixer with Guard - 120V, 1/2 hp 3Hw8Uf8YK2puin6NILDUktYaAqphEALw wcb



- Ice Maker

- Market Forge 15 Gallon Tilt SkilletSouthbend S48AC-4G 48" S-Series Range w/ Convection

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Equipment

CONTINUED

The Merchandiser® System with Datamax I Printer



- Elo Touch Screen Computer
- Datamax I-class Printer (300 dpi –standard)
- M & M Label Printing Software
- M & M Label Interface Software

M & M Label Company, Inc.

380 Pearl Street
Malden, MA 02148
(800) 637-6628

Labels



- 76,500 Pillow/Arch
- 75,600 Pillow Strip

Check Out Counters

- Custom Milled

Software



- SmartChoice™ at The Open Door

Corner Market

- Open air merchandiser: Federal Industries Model No. VRSS7278C - QS
- Gondola style shelving from ULINE

Transportation



- 18' Isuzu Refrigerated Box Truck - 20240408174651186%20(2)
- Ford E-450 Super Duty - Customized by The Farmers' Truck