



## FACILITY SERVICES SNOW REMOVAL PLAN 2015

### GENERAL

The intent of this snow plan is to standardize and document the routine actions normally taken by Facility Services to combat a winter snow or ice storm. Every storm is different, with different starting times, temperatures, precipitation rates, accumulations and durations. Each, therefore, requires a slightly different approach to controlling and removing snow and ice accumulations. This plan identifies the general staff resources, equipment resources, area of responsibility and general strategies for attacking any given storm.

Consistent with Facility Services goal to continually improve its work processes, we will routinely review the results of this plan and make revisions to improve the effectiveness of our snow and ice control efforts.

The presence of snow or ice on walk, road, stair and parking surfaces inhibits the movement of students, faculty, staff and visitors and presents a safety hazard. With the exception of providing safe, adequate utilities, on the day of a snow or ice storm; the control and removal of that storm's precipitation accumulation is the top priority for the snow removal crew.

**GOALS: The goal of the UW-Stevens Point's snow and ice control operation is to maintain adequate traction for pedestrians and vehicles properly equipped for winter conditions. This does not mean bare, dry pavement should be expected after each snowfall or ice storm.**

Snow and ice storm control and removal efforts are focused towards making the campus accessible by 7:00 a.m. Accessible means "one pass" by motorized snow and ice removal equipment or shoveled by hand in the following areas:

- Service Drives
- Walks
- Parking Lots
- Steps, Ramps and Curb Cuts

Facility Services Snow removal crew is comprised of the grounds department (four fulltime personnel) and up to six volunteer Facility Services staff members, who submit to on-call status during the snow removal season. With these staff resources, it is not feasible to maintain 24 hour per day comprehensive motorized snow/ice removal throughout an extended storm. The focus, therefore, of this plan is to concentrate control and removal efforts for the 7:00a.m. – 5:00 p.m. academic term weekday. Minimal services are provided after 5:00 p.m. depending upon storm conditions, duration and operating hours already worked by the equipment operators. Service may also be adjusted for weekend; holiday and break periods as staff and other resources are available.

During a storm, while precipitation is falling, motorized snow removal efforts will be geared towards providing accessible paths to, from and between parking lots and buildings. Clearing of building entrances, stairs and ramps will be ongoing as long as custodians for the particular

building are present. The full maximum motorized clean-up effort, however, will generally not begin until the storm's precipitation is over.

For snow storms, the use of rock salt will generally be used for most parking lots and sidewalks. Calcium Chloride pellets are used at entryways of buildings. Sand/salt mix is only used in rare occasions when we have extremely low temperatures or possibly during an ice storm.

## **1) MOTORIZED EQUIPMENT DEPLOYMENT**

During snow storms (while precipitation is falling): Recognizing that a full campus-wide clean-up must follow, to conserve limited driver and equipment resources while precipitation is falling, the grounds crew will be called in at 2:00 a.m. to insure that the "one pass" on walks, roads and drives can be accomplished. The equipment used during storms will be dependent upon the snow accumulation and will generally be as follows:

- **Accumulations less than 1"** - Motorized brooms for walks and a salting truck will be deployed.
- **Accumulations greater than 1"** - Plow trucks, tractors and loaders driven by the facility services staff, will be deployed.

After snow storm (Precipitation has stopped): The major primary clean-up effort will begin at this time. The equipment used after each storm will be dependent upon the snow accumulation and will generally be as follows:

- **Accumulations less than 1"** - For accumulations less than 1", major clean-up deployment will be the same as for the accumulations less than 1" during above.
- **Accumulation greater than 1"** - For accumulations greater than 1", the entire grounds crew plus auxiliary drivers will be called in at 2:00 a.m.

**Ice storms:** The Grounds crew will be called in at 3:00 a.m. The grounds department has one truck with a salter and two tractors with salters on them.

All motorized equipment has assigned routes. A list of equipment/vehicle assignments is attached. A route map is kept in each vehicle. A master route map is also available in the Grounds Shop.

For all storm conditions, it is the responsibility of all called operators to immediately contact the Grounds Supt., 340-3247 or 346-3622 if they are running late or find that they cannot make it in.

## **2) REMOVAL CREW CALL-IN**

The Grounds Supt. will monitor weather conditions during non-working hours and will call in the motorized equipment operators based upon the requirements of Section 1. Whenever possible, the decision to call in persons for early morning deployment will be made by 9:30 p.m. the evening before.

When equipment operators must be called after business hours, the Grounds Supervisor will notify all snow removal operators.

Whenever a decision is made to start snow or ice removal activities in advance of the normal 7:00 a.m. shift start time, or on weekends or holidays, Campus Security (346-3456) will be notified by the Grounds Supt. of the start time and other relevant deployment details.

### **3) AFTER HOUR REQUESTS**

Local conditions may at times prompt Campus Security to request off-hours salting or plowing to address roadway or walk hazards. After normal 6:00 am - 3:30 pm office hours, campus security officers are instructed to call the grounds supt., who will notify appropriate staff.

### **4) HAND SHOVELING**

Building custodians are expected to shovel, clear, sweep and/or salt all Academic and Administration building entrances, stairs and handicapped ramps out to the motorized equipment route point. The Custodial supervisors (Academic Custodial Services, University Centers Custodial) are responsible for coordinating this process in their respective buildings. *Residential Living building entrances are maintained by Residential living staff and all campus curb cuts will be shoveled, cleared, swept or salted by the facility services student grounds crew.*

After the primary storm cleanup is over, facility services staff will continue to monitor and maintain the exterior stairs, curb cuts, etc.

### **5) SECONDARY CLEAN-UP**

Snow and ice control and removal efforts will generally continue throughout the 6:00 am - 3:30 pm work day (M-F). Routes will be regularly inspected to insure satisfactory completion of snow and ice removal activities.

On days following the storm, the pushing back of snow piles and widening of sidewalks to create additional snow storage will be performed.

### **6) PRIORITIES**

Due to time and personnel constraints, Facility Services has prioritized areas on campus. Each vehicle has a specific route and that route was created by priority and efficiency. See attached map. In general terms the coal ramps and loading docks are our highest priority followed by main sidewalks, the faculty lots, secondary sidewalks then student lots are the lowest priority.

### **7) EQUIPMENT CLEAN-UP AND STORAGE**

Salt spreaders should be emptied by their operators prior to being put away regardless of the next anticipated use. Diesel powered equipment will be stored in a heated facility. All

equipment must be washed off after the completion of all snow removal activities. The only exception would be the anticipated use of the equipment within the next 24 - 48 hours. Equipment clean-up will be assigned to grounds crew members based upon workload.

## **8) OPERATOR PERSONAL PARKING**

Upon arrival, all snow removal personnel should park in parking lot H since there is no street parking from 2am-6am.

## **9) OFF-SITE SNOW REMOVAL**

Snow removal from campus parking lots is contracted out but is managed through Facility Services. This work is bid out every year. It is at the discretion of the grounds supt. to determine when snow needs to be removed off site. In general the Lot X and CPS parking lots are removed after every snow storm and the remainder is removed on an as needed basis.

## **10) COMPLAINT CALLS**

All customer complaints should be directed to the Facility Services main office at 346-4219 and will then be forwarded to the Grounds Supt. Complaints regarding building entrances, entrance stairs and handicapped entrances will be forwarded to Custodial Supervisors for academic facilities.

## **11) MOBILITY RELATED SNOW CALLS**

As a service to individuals with mobility challenges for the students, employees and guests of the University of Wisconsin-Stevens Point, Facility Services employees will work, as requested, to clear accessible pedestrian routes for individuals with mobility impairments on snowy and icy days. Services provided include shoveling snow from—and spreading salt or sand on—sidewalks in order to mitigate icy conditions. This service applies to accessible pedestrian routes on the UW-Stevens Point campus only. Pedestrian routes belonging to the City of Stevens Point are not covered under this service. No transportation or personal assistance will be provided. This snow removal service is available to UW students and employees as well as visitors to the University of Wisconsin-Stevens Point campus.

Individuals with mobility impairments may call Facility Services Work Control Center (number below) and request that a pedestrian route be cleared of snow and ice in order to facilitate movement from one building to another. This service is available from 7:30 am until 3:30 pm, Monday through Friday. The Facility Services Work Control Center will handle these calls on a first-come, first-served basis. As a result of demand, there may be a delay in responding to calls during peak travel hours and snow removal efforts. This service is not available on weekends or holidays. In addition, this service may not be available during winter storm or blizzard conditions when all crews are clearing critical roadways.

Individuals requesting service must call Facility Services Work Control Center at 346-4219 and provide the building name and location of the entrance where travel will begin and building name and location of the entrance where travel will end.