

Snow Response Plan

1. Purpose

The intent of this snow plan is to standardize and document the routine actions normally taken by Facilities Management (FM) to combat winter snow or an ice storm. Every storm is different, with different starting times, temperatures, precipitation rates, accumulations, and durations. Each event requires a slightly different approach to controlling and removing snow and ice accumulations. This plan identifies the general FM staff resources, equipment resources, areas of responsibility and general strategies for managing any given storm.

Consistent with FM's 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. The control and removal of those snow or ice accumulations is the responsibility of all FM, University Housing and Dining and auxiliary facility staff members, not just the FM grounds operation. With the expectation of providing safe, adequate utilities, on the day of snow or ice storm; the control and removal of that storms' precipitation accumulations is the top priority of all campus wide operations.



The goal of the University of Northern Iowa's FM'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 control removal efforts are focused towards making the campus accessible by 7:30am. Accessible means "one pass" by motorized snow and ice removal equipment or hand shovelers in the following areas:

- ✳ Roadways and service drives
- ✳ Walks
- ✳ Commuter lots
- ✳ Residence Hall entrances
- ✳ Stairs in academic zones and curb cuts throughout the campus

Due to FM's limited human, financial and equipment 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 7:00 am – 5:00 pm academic term weekday. Minimal services are provided after 5:00 pm depending upon storm conditions, duration and operating hours already worked by all staff. Service may also be adjusted for weekend, holiday and break periods.

During a storm, while precipitation is falling, motorized snow removal efforts can be geared towards providing accessible paths to, from, and between parking lots, buildings, and priority route. Clearing of building entrances, stairs, and ramps will be ongoing and completed by outside contractors and/ or custodians. The full maximum motorized clean-up effort, however, will generally not begin until the storm's precipitation is over. Special note: All decisions made for snow and ice removal operations will be based on weather.gov forecast for the 50613 area.

Salt or salt brine may be spread on campus roadways as necessary to provide additional safety and traction for vehicles and pedestrians.

Motorized Equipment Deployment

During snow storms (while precipitation is falling): Recognizing that full campus-wide clean-up may follow, to conserve driver and equipment resources while precipitation is falling, the grounds crew may be called in 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 / salters for walks and the roadway plow/ salt truck may be deployed. Salt trucks will be deployed to parking lots. Parking lot crew will be assist side walk crew. Custodial staff will be deployed to steps (step contractors deployed during the weekend).

Accumulations greater than 1”- Plow trucks will be deployed to insitutional roadways. Tractors and loaders will be deployed to designated parking lots. Sidewalk crew will be deployed to designated maintenance zones. Custodial staff and step contractors will be deployed to steps.

After snow storm (preciation has stopped): The major primary clean-up effort may 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”- Major clean-up deployment may be the same as for the accumulations less than 1” during the event listed above.

Accumulations greater than 1”- For accumulations greater than 1” the entire grounds crew plus secondary crew may be called in.

Ice Storms

Salt trucks will be deployed to insitutional roadways and parking lots. crew will be deployed to designated maintenance zones to apply salt. Custodial staff and step contractors will be deployed to apply salt to steps/ ramps.

Salt Operation

Salt spreaders are calibrated to drop the recommended salt rate per manufactures spec. This will be depend on pavement/ air temp and weather. All motorized equipment has assigned routes. A route map is kept in each vehicle. A master route map is also available in the North and South grounds shop.

Salt Brine Operations

When a foreceast predicts a snow or ice event, it is the grounds snow team’s intent to spread salt brine solution on dry insitutional roadways. The salt brine will be spread within 24-36 hours before the predicted snow or ice fall. Temperatures must be over 20 degrees for salt brine to be effective. The addition of brine to our campus will reduce snow and ice bonding and should provide a greater ability to plow heavily packed snow and ice. This added safety measure, we hope, will reduce the amount of salt needed for the bare pavement conditions that we strive for and reduce the negative impacts of sodium chloride to our landscapes and waterways.

1) Call- In

The grounds supervisor will monitor weather conditions during non-working hours and will call in the motorized equipment based upon the requirements of the *Motorized Equipment Deployment* section. Whenever possible, the decision to call in persons for early morning deployment will be made prior to 2:00 pm the day before the event. Adjustments may need to be made based on the 6:00 pm evening forecast. Staff will be notified by at least 7:00 pm of the necessary change.

When grounds staff 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 6:00 am shift start time, or on weekends or holidays, campus stakeholders will be notified by the Assistant Director of Campus Services of that start time and other relevant deployment details.

On weekends and holidays, the step contractors will be called by the Assistant Director of Campus Services.

2) Stand-By

Local conditions may at times prompt the university police to request off-hours salting/ or plowing to address roadways or walk hazards. The grounds staff will only respond to plowing/salting calls from the public safety dispatch, Senior Vice President of Finance and Operations, or Assistant Vice President of Facilities Management. After normal 7:00 am – 4:30pm office hours, public safety dispatch is to call the Assistant Director of Campus Services or Supervisor of Grounds Services, who will notify the appropriate staff.

When forecasts or storm conditions make hazardous pavement conditions likely, the grounds crew may be placed on standby or on call to be available to respond to those calls.

If notified of deteriorating campus pavement conditions, it is expected that second or third shift personnel will check outdoor conditions and attempt to correct them within their limited available resources. The second shift custodial department is outfitted with two salters and one plow. If it is beyond their capabilities or requires large equipment, they should notify the Grounds Supervisor or Assistant Director of Campus Services. It is not the intent that second or third shift personnel provide thorough, expert walk and roadway snow / ice removal service throughout the night. Instead, they are to provide a night-time presence, eyes / ears for grounds, and response to localized hazardous pavement conditions.

When the grounds supervisor is unable due to absence, illness, or vacation, the Assistant Director of Campus Services will call in the appropriate crews.

3) Stand-By

Building custodians or step contractors are expected to shovel, clear, sweep and/ or salt all building entrances, stairs, and handicapped ramps out to the motorized equipment route point. The route points end generally, between 10' to 20' from any building entry way or staircase.

4) Secondary Clean-up

Snow and ice control removal efforts will generally continue through the 6:00 am – 2:00 pm work day. Earlier start times may be required to haul snow from parking lots and widen sidewalks. The FM grounds team may provide coverage up to until 5:00 pm as weather conditions warrant. Prior to parking their equipment after completion of their routes, staff should check with the grounds supervisor to determine if they can provide assistance with other routes. 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 to create additional snow storage will be performed. Snow piles will be removed out of parking lots as time allows.

5) Time Constraints

Due to time constraints, sections of athletic and dorm lots have been designated by the Assistant Director of Campus Services as lower priority lots (need not to be cleaned by 7:30 am)

6) Parking Lots

University parking areas require the storage of snow in the lots and the loss of some parking spaces until the snow can be hauled away. As a general rule, handicapped lots have the highest priority and are plowed first. "G", "A", and "B" lots are commuter lots and parking is restricted from 1:30 a.m. to 7:00 a.m. These lots have the next highest priority. "C" and "R" lots have the next highest priority. Plowing efforts proceed with multiple pieces of equipment simultaneously. The "C" and "R" lots allow 24-hour parking and generally only aisle ways can be plowed in each lot. Every reasonable effort will be made to open parking lanes to allow two-way traffic in these lots. Parking lot plowing operations commence after 2:00 a.m. when two (2) inches or more of snow has fallen. Hauling operations do not commence until the above priorities have been met and generally will not begin until 36 hours after the storm has ended. Due to weather-related conditions such as piled snow, melting and re-freezing, bare pavement should NOT be

an expectation in these areas and motorists and pedestrians should dress and act accordingly.

Pedestrian Areas

Grounds Services maintains sidewalks, plaza areas and other pedestrian thoroughfares. Our goal is to have primary access routes into each of our facilities plowed by 7:30 a.m. the morning following the end of the storm. Depending on the amount of snowfall and duration of a storm plaza space is used to stage snow for later hauling. Weather and ground conditions can lead to melting snow and re-freezing problems on a daily basis. Pedestrians should dress and act accordingly.

Complaint Calls

All customer complaints should be directed to FM office at 319-273-4400 and forwarded to the grounds supervisor.

In Case of Property Damage

During the course of operations any given winter, damage to property may occur. Repairs will be made as soon as weather permits and materials are available. If University snow removal operations cause damage to property owned by another person, repairs shall be attempted by Facilities Management in consultation with the property owner or, if this is not possible or the owner is dissatisfied with the repair the property owner will be referred to the University Risk Manager and/or the Operations Auditor to file a tort claim.

Assistance to Private Property Owners

Under no circumstances shall University personnel use University vehicles to start, push, pull or tow stranded vehicles. Employees should contact either Public Safety or Facilities Management dispatch to arrange for assistance for the stranded motorist and/or advise of a hazardous condition. Likewise, no University-owned vehicle should be used in snow removal or ice control on private or commercial property.

No Duty or Right Created

The purpose of these operational procedures is to establish goals and guidelines for University employees regarding snow and ice control. It is not to be construed to create any additional duty to any individual, person or entity. This does not provide any special protection or service to any individual or group. No additional rights shall be granted any individual or entity simply by their policy. This document may be affected in total or in part, as a result of acts of God, equipment breakdown, weather conditions, inadequacy of equipment, shortage of personnel, state, federal or municipal regulations and any other unforeseen, uncontrolled or unanticipated acts.