UNIVERSITY OF VIRGINIA

SNOW AND ICE CONTROL PLAN

2013-2014
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SECTION 1

Snow and Ice Control Plan

Facilities Management has primary responsibility for snow and ice control operations for the University. This plan establishes basic priorities for the conduct of these operations; prescribes the organization, control and communications procedures; and assigns specific responsibilities.

Snow and Ice Control Objectives

In accordance with basic University inclement weather policy, snow and ice control operations will be undertaken to ensure that:

- The University of Virginia Health System, Kluge Children's Rehabilitation Center (KCRC), Transitional Care Hospital, Zion Crossroads, Orange Medical Center and Moser Center, operate without disruption.
- The schools and departments of the University will be able to operate during regularly scheduled hours while the University is in session.
- Housing Facilities will remain accessible for the duration of the storm.
- Only bona fide emergencies have a priority that is higher than snow and ice control operations for landscape, building services, project services, maintenance and housing personnel.
- Necessary equipment and materials will be ready and accessible for use during the season when snow and ice conditions are expected. Prior to weekends or holidays (from November 1 through April 1) when weather forecasts indicate a reasonable probability of snow or ice conditions, plows and salt spreaders will be mounted on selected equipment and those vehicles will be fully fueled.
- Whenever weather forecasts or conditions indicate a high probability of imminent snow or ice conditions, snow and ice control personnel will report as conditions warrant. Personnel may be held after normal working hours to prepare equipment and to commence initial sanding, salting or plowing.
- The University has made a commitment to reduce the use of deicing chemicals whenever possible. Sand will be used whenever it is possible to do so without increasing the safety risk factor.

Basic priorities for snow and ice control operations are as follows:

- All Health System facilities, associated walks, steps, accessible ramps, streets and parking areas.
- University bus routes and the entrance to the UVA police department.
- All other University streets, main pedestrian walks and accessible ramps, and at least one accessible entrance per building.
• The following parking lots will receive priority attention during normal operating hours:
  - Entrance/Exit Ways to 11th Street and Lee Street Garage
  - Health System parking lots
  - For event nights, John Paul Jones Arena bus pull out and surface lot
  - E1: Facilities Management
  - KCRC, Orange Medical Facility, MOB, COB, Arbauch, Zion Crossroads, HSF, Core Lab and VASI
  - Crispell Drive
  - Y1: North of Carruthers Hall
  - Entrances to parking garages
  - E3: East Stadium Road, section adjacent to Stadium Road & Whitehead Road
  - Stadium: Red lot west of Stadium, the half of the lot adjacent to Southeast Gate of Stadium

• The parking lots listed above and the parking garages will be the only areas available for parking between midnight and 6:00 a.m. when snow and ice removal operations are being undertaken. The exits to all other lots will be cleared so vehicles may leave and those lots will be plowed between midnight and 6:00 a.m. Vehicles left in lots other than the above-designated lots may be subject to towing, at Parking and Transportation's expense.

• Snow and Ice Control operations can require an extended period of work. Facilities Management supervisors will manage work assignments so that employees are assigned to shifts, normally not exceeding 12 hours, with rested workers available to continue operations. If conditions warrant, employees may be provided with adequate sleeping quarters for rest between shifts.
SECTION 2

Organization

- The Director of Operations and Maintenance has the primary responsibility for snow and ice control for all roadways and parking lots of the University and pedestrian access for the University’s Academic Division.

- The Director of Health System Physical Plant has the primary responsibility for snow and ice control for all walkways and entrances in the Health System areas.

- The Landscaping Superintendent or his designee will serve as the Snow Control Supervisor, reporting to the Director of Operations and Maintenance, for both the Health System and the Academic Division. In addition to supervision of Grounds personnel engaged in clearing assigned streets, parking lots, vehicular access to all Hospital facilities including Emergency Room, parking garages and loading docks the Snow Control Supervisor will support the efforts of the Health System and Academic Snow Zone Supervisors in their efforts to maintain pedestrian access to necessary facilities.

- The HSPP Shift Superintendents are responsible for the supervision of all efforts to clear sidewalks, steps and entrances to the Health System buildings. These efforts will be prioritized to insure at least one accessible entrance and all accessible entrances to all buildings at all times. As operations dictate resources shall be assigned to clear additional entrances during the storm event. Upon completion of the storm all entrances will be cleared.

- The Academic Snow Zone Supervisors are responsible for the supervision of all efforts to clear sidewalks, steps and entrances to the Academic buildings. These efforts will be prioritized to insure at least one accessible entrance to all buildings at all times. Upon completion of the storm all entrances will be cleared.

- A severe snow storm might be more than the Facilities Management staff and equipment can handle. There are standing contracts to use for snow removal. These contracts are not normally necessary for snowfalls of short duration or less than 2” accumulation. Every effort should be taken to handle snow removal with in-house resources. The decision to activate the contractors is determined by the Operations Snow Control Supervisor based on the department’s ability to respond to the specific snow event.

- Athletics and Intermural Departments have responsibility for clearing walks and entrances of athletic facilities.
SECTION 3

Areas of Responsibility

Health Systems Physical Plant
East of a line from South Parking Garage to Student Health along Hospital Drive and along 14th Street. In addition the Arbauch, MOB-1 and MOB-2, 1308 Wertland Street, Stacey Hall, Moser Center, HS Child Care, Health System Support Facility, Clinical Lab and Out Patient Surgery Center.

KLUGE CHILDREN’S REHABILITATION CENTER, ORANGE MEDICAL CENTER, MOB, VASC and HSF
Designate personnel to operate assigned equipment for snow control from all roads, walks and parking areas.

Snow Zone Leads will be assigned (Zones on page 7)

Zone 1: Hospital East, Lee St and 11th Garages, PCC, Helipad, 1222 JPA, Clinical Lab, Emily Couric, Patton Mansion

Zone 2: Elson, MR4 Vivariums, Trailers, MR5, MR6, McLeod, South Parking Garage, Outpatient Surgery Center, Jordan HSCL, Claude Moore Nursing School, 999 Grove Child Care, Med Ed, Stacey, 1107 W. Main, and 1003 W. Main

Zone 3: Wertland, 120 Chancellor, Cobb, Davis, McIntire, PVT Clinics, Barringer, OMS, Corner Bldg, Hospital West, McKim (up to Hospital Drive) and Hospitality house

Zone 4: KCRC, Northridge, Transitional Care Hospital, Moser Center, MOB-1, MOB-2, Aurbach, Snyder

Operations and Maintenance

West of a line from South Parking Garage to Student Health along Hospital Drive and along 14th Street. In addition University Police and areas along Emmet Street.

Snow Zone Superintendents will be assigned (Zones On page 7). All Zones are supported by Operations & Maintenance except for Zone 4 that is supported by Energy & Utilities:

Snow Zone 1: North Grounds Landscape Supervisor
Snow Zone 2: West Grounds Landscape Supervisor
Snow Zone 3: O-Hill Landscape Supervisor
Snow Zone 4: The Arts Zone Landscape Supervisor
Snow Zone 5: Central Grounds Landscape Supervisor
Snow Zone 6: Central Grounds Landscape Supervisor
Snow Zone 7: Central Grounds Landscape Supervisor
Housing Zone 1: Housing Maintenance Supervisor
Housing Zone 2: Housing Maintenance Supervisor
Building Services Superintendent
Building Services personnel’s primary responsibilities during snow events are to maintain the interior entrance ways and lobbies free of melted snow and deicing materials that could be slip hazards. When precipitation has ended, this division’s crews will support the clearing of building entrances to their full width. All fire exits will be cleared to permit full door openings. Any associated steps and landings will be kept clear.

Departments with responsibility for Snow and Ice Control of Building Entrances

Operations and Maintenance
Support the clearing of walks within zones

ATHLETICS and INTERMURAL RECREATION
All internal walks at the Athletic Complex (U Hall), Aquatic & Fitness Center, and Stadium area.

John Paul Jones Arena
All walks, steps and building entrances.

SPONSORS HALL
All areas including parking lot.

FONTANA FOOD CENTER
Steps, walks and loading dock.
# Contract Snow Plowing Areas

<table>
<thead>
<tr>
<th>Location</th>
<th>Lots</th>
<th>Funding</th>
<th>Criteria</th>
<th>Responsibility</th>
<th>Contractor</th>
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</thead>
<tbody>
<tr>
<td>Scott Stadium</td>
<td>Red, S6, E3, T4</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Parham</td>
</tr>
<tr>
<td>Ruffner Hall</td>
<td>R1, R2, R6</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
</tr>
<tr>
<td>Clark Hall</td>
<td>C1</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
</tr>
<tr>
<td>Bice House</td>
<td>K2</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Parham</td>
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<tr>
<td>Facilities Management</td>
<td>E1</td>
<td>P&amp;T</td>
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<td>FO</td>
<td>Parham</td>
</tr>
<tr>
<td>North Grounds</td>
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<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
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<tr>
<td>Carruthers Hall</td>
<td>Blue, Y1, Visitor lot</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Parham</td>
</tr>
<tr>
<td>Michie</td>
<td>Y2</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Parham</td>
</tr>
<tr>
<td>John Paul Jones Arena</td>
<td>JPJ</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
</tr>
<tr>
<td>University Hall</td>
<td>Blue, Commuter/Storage (Cage &amp; S. Massie)</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
</tr>
<tr>
<td>Health System</td>
<td>U3, U5, M1, M3, M4, M6, M9, M10, M11, M16, S3, B1, Loading Dock</td>
<td>P&amp;T</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
</tr>
<tr>
<td>Health System</td>
<td>Hauling</td>
<td>HSPP</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
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<tr>
<td>Health System</td>
<td>Streets</td>
<td>HSPP</td>
<td>As necessary</td>
<td>FO</td>
<td>Rose</td>
</tr>
</tbody>
</table>
This map was prepared in accordance with National Map Accuracy Standards, using Virginia State Plane coordinates, South Zone, and North American Datum 1983 (NAD83). The data in the drawing is based on the best available information. Absolute accuracy is not guaranteed. Field verification recommended for exact dimensions.

Geospatial Resource Center
575 Alderman Road
Charlottesville, VA 22904
mapping@virginia.edu

Date: 10/31/2013
SECTION 4

Command & Control

- The Director of Operations and Maintenance will establish a control point in the Leake Building with a supervisor on duty each shift to receive calls and to maintain radio contact. The Snow Control Supervisor representing both HSPP and Operations will provide constant information to Facilities Operations and Systems Control.

- Typically, the police or the Hospital Administrator notifies Systems Control when roads and/or walkways are becoming slick. The Systems Control Center responds by notifying the Snow Control Supervisor who then will notify the Shift & Snow Zone Superintendents.

- The Snow Control Supervisor is responsible for carrying out the snow and ice control plan, for closely monitoring available sources of weather information, and for maintaining liaison with the Virginia Department of Highways and Transportation, the University Police Department and the Office of Emergency Preparedness concerning weather and road conditions.

- Each Shift and Snow Zone Superintendent shall establish a snow response procedure for his or her area. The superintendent of each area shall designate personnel and have a written procedure, communicated to each employee, addressing employee notification during snow events. In general, employees are responsible for responding to all snow events or contacting their superintendent/supervisor to determine if they need to respond.

- Outside contractors plow many of the University parking lots. These lots are listed on page 6. Contractors begin plowing when directed by the Snow Control Supervisor. The Snow Control Supervisor is responsible for coordination with P&T regarding contract orders as the decision to bring contractors on incurs significant expense.

- Designated employees are assigned responsibility for clearing steps and walks to University Health System, Housing Facilities and academic buildings, and shall be held over or called back for such duties as required to assure that some access is available to all buildings. The Shift & Snow Zone Superintendents shall initiate “Callback” on the direction of the Snow Control Supervisor.

- Procedures concerning the involvement of the Systems Control Center after normal working hours:
  - Incoming calls to the Systems Control Center (982-4685) in a designated snow emergency will be relayed to the Snow Control Supervisor or his designee who will then take appropriate action.
  - Systems Control will be notified by the Snow Control Supervisor or his designee of who the proper contact is and will notify Systems as that contact changes throughout an extended snow event. The Snow Control Supervisor or his designee will also notify Systems Control when the snow event is considered over and staff is no longer on Grounds. At this point normal call back for after-hours issues should be followed.
  - Systems Control is not responsible for contacting crews for snow removal since they have other priority assignments.
SECTION 5

Materials and Equipment

Materials

<table>
<thead>
<tr>
<th>Materials in stock at Facilities Management</th>
<th>Quantities</th>
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<tr>
<td>Bulk sand</td>
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<tr>
<td>Bulk sand and salt mix</td>
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<tr>
<td>Bulk salt</td>
<td>60 Tons</td>
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<tr>
<td>Magnesium chloride (or equivalent)</td>
<td>15 Tons</td>
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Equipment

Snow Removal Trucks-

<table>
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<tr>
<th>Truck #</th>
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<th>Equipment</th>
<th>Utilization</th>
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<td>292</td>
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<td>Plow</td>
<td>Parking decks</td>
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<td>340</td>
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<td>Plow</td>
<td>Supervisory/Small Walks</td>
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<td>Small walks</td>
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<td>380</td>
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<td>Plow &amp; Spreader</td>
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<tr>
<td>331</td>
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<td>516</td>
<td>60 FO</td>
<td>Plow</td>
<td>Streets, parking lots</td>
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</tbody>
</table>

Other Equipment-

Both HSPP and Facilities Operations Divisions have small equipment that is used for the particular snow removal needs of their assigned areas. Such equipment shall be prepared and tested prior to need each season so that it is in good working order.
SECTION 6

Points of Contact
After Hours and Holidays:

Operations and Maintenance
Richard Hopkins ................................................................. 973-8020
Jay Klingel ................................................................. 296-4094

Health System Physical Plant
Derek Wilson ................................................................. 589-5082
John Rainey ................................................................. 540-456-4522

Equipment Mechanic On-Call
Bill Griffin ................................................................. 293-6766

Parking and Transportation
David Durrer, Mechanic on Call ........................................ 466-9886 / 985-4275
Hunter “Oscar” Goode, Mechanic on Call .................................. 531-8576
Keith Bryant, Mechanic on Call ........................................ 466-1346
Hunter Pierce, Mechanic on Call ........................................ 996-9093
Frank Donley, Mechanic on Call ........................................ 987-3324 / 823-5499
Scott Anderson, Mechanic on Call ...................................... 882-7714
Andy Mansfield, Garage/Event Operations Supervisor ............ 962-2090
University Transit Service Supervisor .................................. 531-3320

Cellular Phones
Jay Klingel (Director, Operations and Maintenance) .................. 996-2307
John Rainey (Director, Facilities HSPP) .................................. 906-1949
Richard Hopkins (Snow Control Supervisor) ......................... 531-7097
Derek Wilson (Deputy Director of Operations, HSPP) ................ 981-7322
Kelly Branch (HSPP Zone 1 Superintendent)  pic 4149 .................. 566-4222
   Or Richard Barbour..................................................... 531-6140
Gary Allen (HSPP Zone 2 Superintendent) .............................. 566-7281
   Or Aubrey Hipp ...................................................... 566-7316
Doug Rush (HSPP Zone 3 Superintendent) ............................... 566-3501
Larry Shackelford (HSPP Zone 4 Superintendent)  pic 2453 ......... 531-3869
Tim Spencer (Snow Zone 1 Supervisor) ................................ 531-7202
Chris Kern (Snow Zone 2 Supervisor) .................................. 566-1834
Jason Kent (Snow Zone 3 Supervisor) .................................. 531-0313
Kevin Beale (Snow Zone 4 Supervisor) ................................ 531-7214
Scott Burns (Snow Zone 5, 6 and 7 Supervisor) ....................... 531-7098
Doug Demuth (Housing Zone 1 Supervisor) ............................ 981-2842
Jeff Leake (Housing Zone 2 Supervisor) ................................ 989-2677
Gary Wood (North Grounds Zone) ...................................... 531-7246
Clarence Wells (South McCormick Zone) .............................. 531-7061
Kenny Bower (Newcomb Zone) ........................................ 987-8809
Ryan Taylor (Central Grounds Zone) ................................... 981-2760
Cellular Phones cont’d
Mike Merriam (Associate Director of Maintenance)..........................531-5419
Mark Roach (Associate Director of Energy and Utilities).....................566-7700
Mark Stanis (Associate Director of Project Services)..........................981-9226
Vibha Buckingham (Associate Director of Building Services)..............305-9203
Tony Santana (Housing Zone Manager)..........................981-2760
Bob Carman (Building Services Superintendent)..................531-7466

Telephone Numbers
Systems Control Center .................................................................................982-4685 or 924-1777
Snow Desk .............................................................................................................982-4668
Salt Depot - UVA .................................................................................................982-4668
Salt Depot - State Hwy. (Boyd's Tavern) ..........................................................977-6900
State Hwy. Dept. (Residency Office) .................................................................296-5102
CONTRACTORS:
Sand:
W.D. Rose ..............................................................................................................540-832-3850
Parking Lot Snow Removal:
W. D. Rose ..............................................................................................................540-832-3850
Parham Construction .........................................................................................434-973-4305
Parking & Transit - Office ......................................................................................924-7231
Shop ..........................................................................................................................924-6780
University Police .................................................................................................924-7166 or 9 + 911
State Police (Accident Report - Off Grounds) ..................................................293-3223
University Police (Accident Report - On Grounds) .......................................911
University Information ..........................................................................................924-7116
Web Communications, (Nancy Tramontin, Director) ...................................924-4524
City Yard - Charlottesville .....................................................................................296-6145
UVA Bus Transportation Manager .................................................................924-7711
Climatologist (Clark Hall) ...............................................................................924-0548
Health System Physical Plant Service Desk ...............................................924-2267
Housing Division (8:00am to 5:00pm) ...............................................................924-3053