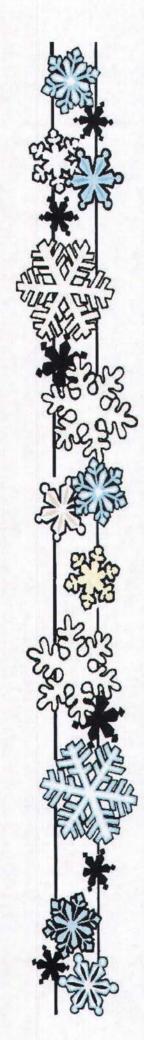
WESTERN MICHIGAN UNIVERSITY



FM Landscape Services 2014-15 Snow Book





WMU Landscape Services Snow Removal Procedure Outline



- 1. Outline of Snow Removal Procedure
- 2. Street Snow Removal
 - a. Street Map and Priorities
- 3. Parking Lot Snow Removal
 - a. Employee Lots
 - b. Visitor and Food Service Lots
 - c. Student/Commuter Lots
 - d. Apartments and Residence Halls
- 4. Sidewalk Snow Removal
 - a. Equipment Operator Schedule
 - b. Equipment Distribution
 - c. Athletic Grounds
 - d. South Region Shoveling Details
 - e. West Region Shoveling Details
 - f. North Region Shoveling Details
- 5. Special Needs and Events
 - a. Disabled Student Contacts
 - b. Special Events
- 6. Emergencies
 - a. Call-In Procedures
 - b. Call-in List
 - c. Target Areas for Emergency Call-In's
 - d. Repair/Mechanic Call-In Procedure
 - e. Weather Forecasting Service
- 7. Resources
 - a. Storm Warning Service
 - b. Bulk and Bagged Salt and Ice Melt Ordering



FM Landscape Services Snow Removal Procedure Outline





I. Streets - (26.5 plus lane miles)

Campus streets have continuous coverage for snow removal. Contracted heavy equipment operators are scheduled to accommodate 24 hour coverage, seven days a week, throughout the snow season.

Coverage of the streets is prioritized, with ring roads given first priority and all interior roads next, thus opening the heavily trafficked roads first.

II. Parking Lots - (120+ plus acres)

Covered by the same contracted staff and equipment as the streets, lots are divided into five priorities:

- A. Faculty/Staff parking lots
- B. Primary visitor lots
- C. Dining Service loading docks and courts
- D. Student commuter lots
- E. Campus Apartments and Residence Hall lots



The campus is divided into three regions for purposes of sidewalk snow removal, as well as for landscape maintenance throughout the year. During the snow season, seven employees work in these regions operating light equipment, ie. 4x4 with front plow and sander, skid loaders, and tractors.

The majority of our light equipment operators work weekdays from 3 a.m. to 11:30 a.m. We have additional weekday coverage from 1:30 to 10 p.m., and limited coverage from 6 a.m. to 8 p.m. weekends.

The remainder of the regional crews are responsible for clearing access ramps, steps, and other areas which are inaccessible for light equipment. They work Monday through Friday, 6 a.m. to 2:30 p.m.

Priority is given to access ramps and entries. Weekend and evening snow removal of ramps, steps and walks which are inaccessible to light equipment is covered for emergency and excessive winter conditions by calling in additional staff on an overtime basis.

IV. Special Needs

Landscape Services understands the special needs of disabled students, faculty and staff and the difficulty of maneuvering over snow and ice. We work with the Center for Disability Services to accommodate their needs.

V. Emergencies

Emergency road and parking lot snow and ice removal is a collaborative effort by WMU Landscape Services and the University Police. Landscape Services handles road and lot snow removal during normal business hours via KLS, our snow removal contractor. Contacting KLS for road and lot snow removal during non-business hours (weekends/evenings/nights) is the responsibility of DPS.

This year we have again contracted with a weather forecasting service to give us specific data on our area in Kalamazoo, Michigan. We also have direct weather information access through a satellite link into the Landscape Services Office at WMU Physical Plant on East Campus. We believe that this will give us an additional edge to fight the snow and ice that the weather conditions bring us.

Tim Holysz 387-8557 Office 387-8582 Direct Line www.fm.wmich.edu

Street Details



WMU Landscape Services
2014-15 Snow Book

WMU Landscape Services Street Snow Removal

There are approximately 26.5 lane miles of streets to plow on Western's campus. These must be kept free of snow and ice 24 hours a day seven days a week. We have identified two priorities for this activity.

 Priority One are our primary streets and campus "ring roads". These are used to move vehicular traffic around or through the campus quickly and efficiently.

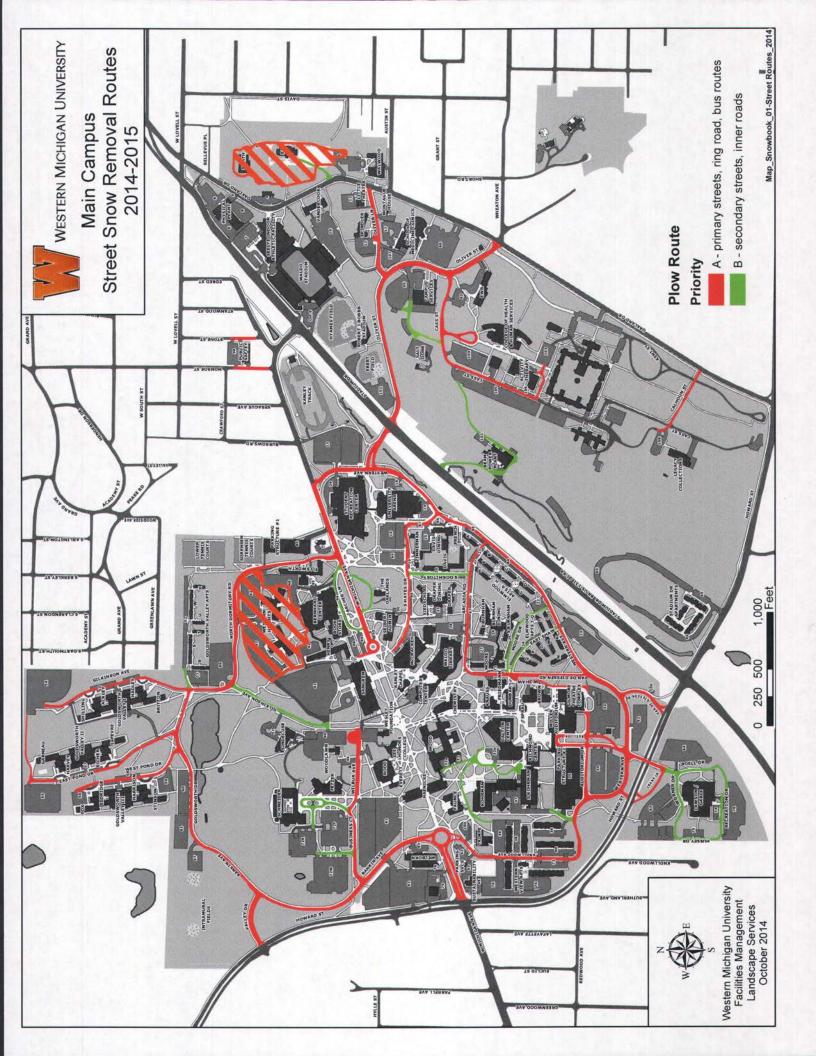
Bus routes are also considered Priority One.

 The secondary streets or campus inner roads are Priority Two and give access to the buildings and lots throughout the core of campus.

The accompanying map and highlighted areas depict the location of these roads.

Materials such as bulk road salt are kept at the "salt dome" on East Campus. These supplies are monitored continuously and replenished as needed through bulk contracts with the State of Michigan or blanket orders with local vendors. It is our goal to let our supplies dwindle and deplete as spring approaches.





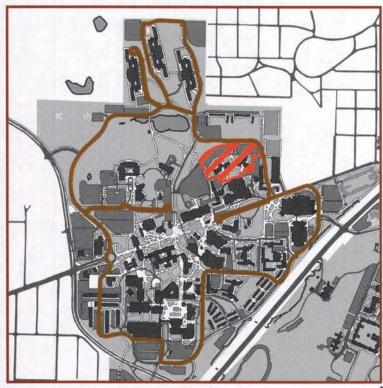


Facilities Management Western Michigan Universty Landscape Services October 2014

Bronco Transit Routes 2014 - 2015





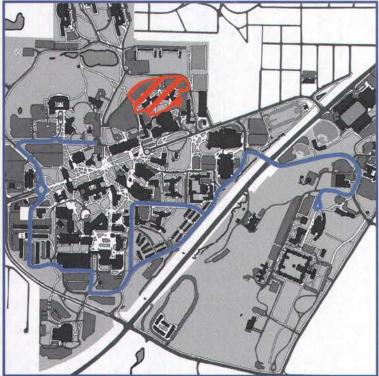


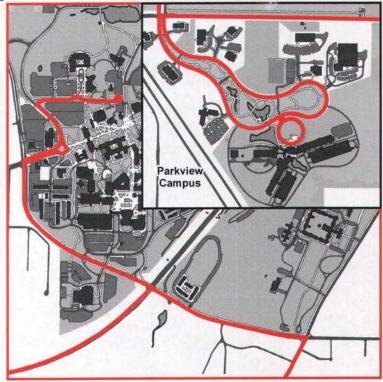


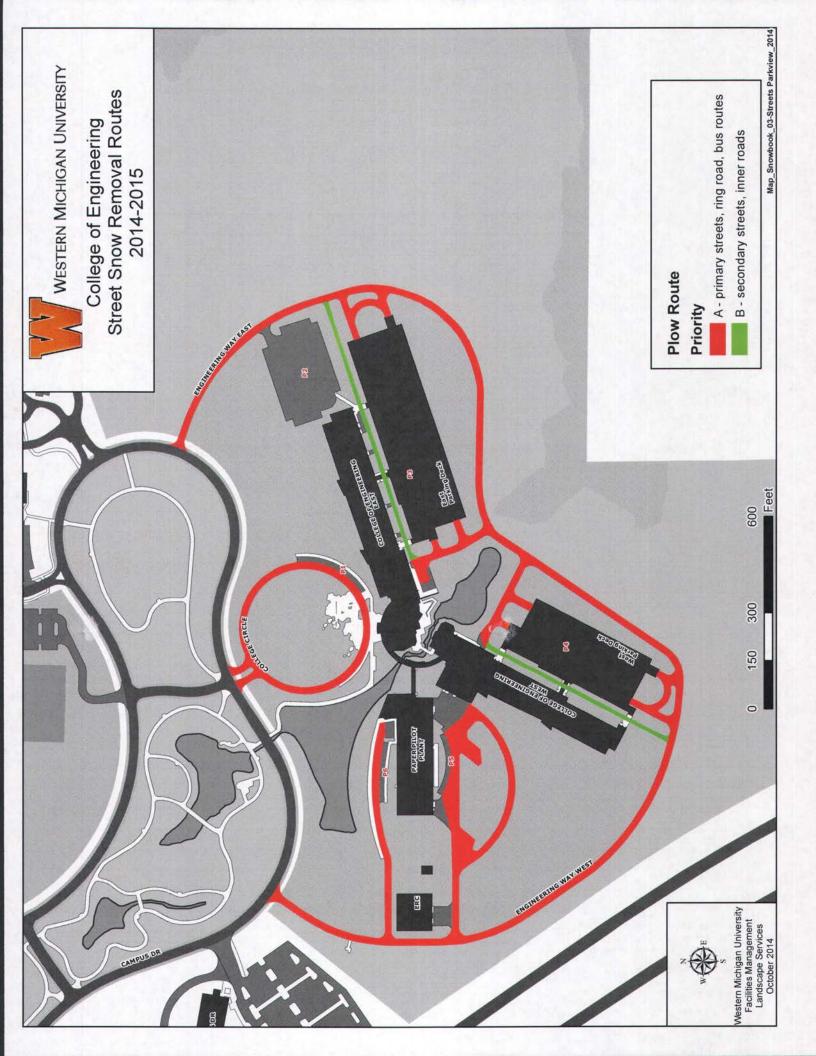












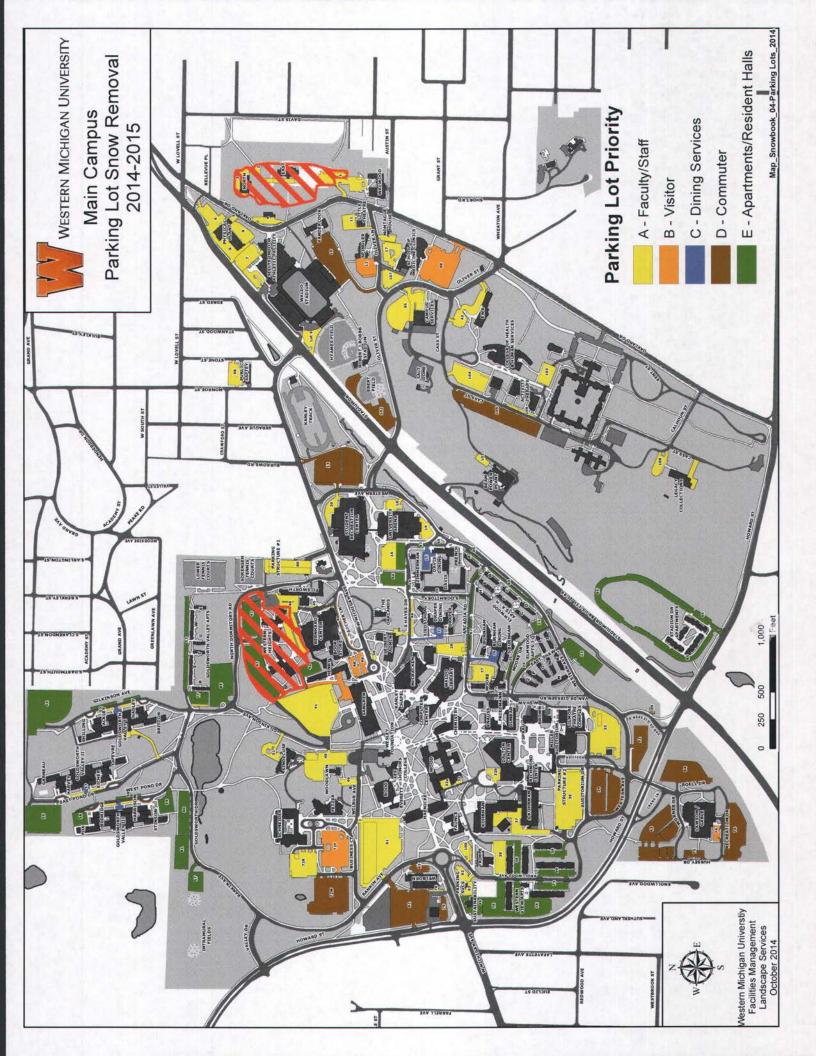
Parking Lot Details

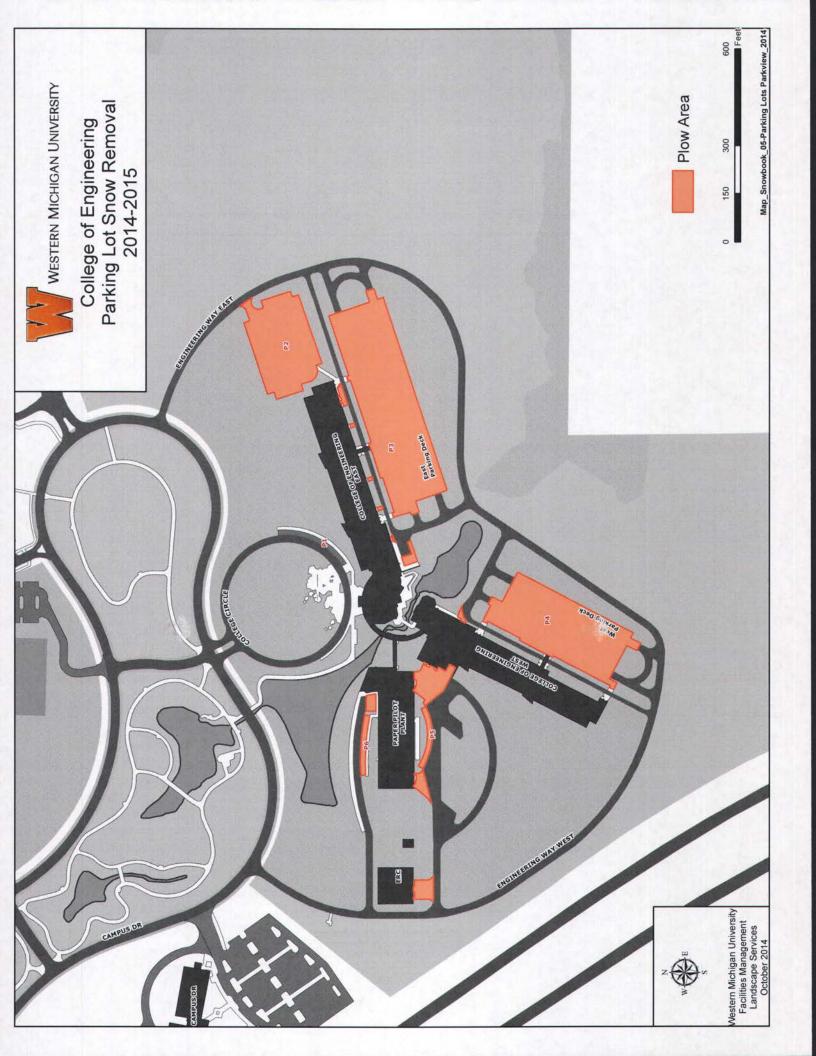


WMU Landscape Services
2014-15 Snow Book

WMU Parking Lots - Revised October 2014

-	Between East Hall & Walwood	39	Knollwood Ave south of Trimpe	11	Goldsworth Valley Apartments Gilkison
2	East Campus Construction Area	40	Sindecuse Health Center South	78	West side of Welborn
3	East Campus Construction Area	41	Large Lot Sangren Hall North	79	Near W. Michigan and Howard
4	Upholstery Shop	42	Behind Henry Hall	80	Ellsworth Ramp/West Michigan
5	Physical Plant off Oakland Drive	43	EWB off of Oliver and Cass	81	Valley III near IM Field on Goldsworth Drive
9	Physical Plant @ Eddies Lane	44	Bernhard Center - Archer Drive	82	Off Rankin Street, NW of Welborn
7	North side of Waldo Stadium	45	Bernhard Center Loading Dock	83	Welborn Hall East
8	Physical Plant Fenced Area	46	Children's Place Wilbur Street	84	Western Ave in front of Elmwood B, C, D Bldgs
6	Waldo Stadium West	47	Construction Area - old Hoekje/Bigelow	82	Western Avenue in front of Elmwood A
10	Press Box Behind Waldo Stadium	48	Metered & R Lot behind BC by Ellsworth	98	French Hall main entrance
11	The Little Theatre	49	Office for Sustainability	87	South Hays east of Zimmerman
12	Spindler Hall - Community Corrections	20	Ad Building front -W Mich/S Hays	88	Homer Stryker School of Medicine, Main Lot
13	Student Rec Center East	51	Sindecuse Loading Dock	88	Valley I large lot at Gilkison/N Dormitory
14	Western Ave south end of Read	52	Goldsworth Valley Apartments	06	WVA I off of Knollwood
15	S. Hays Dr, north end of French	53	Valley I front of hall on Gilkison	91	The Oaklands' Circle Drive
16	S. Hays Dr, Across from Zimmerman	54	Valley I large lot at top of Gilkison	92	Western Avenue @ Roell Bridge
17	Stryker School of Medicine, behind Montague	22	Valley II large lot @ end of E. Pond Drive	93	West side of Parking Services (back door)
18	Western Avenue at Fieldhouse	26	Valley III E/Fox H/Stinson	94	South Hays across from Zimmerman Hall North
19	South Hays in front of Zimmerman	22	Valley II parking on East Pond Drive	92	Campus Services Building
20	S. Dormitory in front of Davis Hall	28	Valley III parking on West Pond Drive	96	Montague House
21	Elmwood Apartments- Arcadia at S Dormitory	29	Valley III Harrison/Stinson	26	Valley Intramural Field
22	Elmwood Apartments - Moore/Western	09	Below Valley III, across from Pond	86	511 Monroe - DPS
23	Elmwood Overflow/The Pit - Western Ave	61	Large Lot near Rood/Everett	100	Faunce Student Services
24	Elmwood Apartments - E. Shaw Lane	62	Small Lot east of Parking Services	101	Power Plant, inside gated area
25	Moore Drive in front of Smith Burnham	63	Large Lot north of Lawson	102	Ebert Field
56	Off Arcadia -behind Burnham Dining	64	East of Lawson on Roell (Band Lot)	103	ROTC, south end of CHHS
27	Between Library/Moore -off Arcadia	65	Stadium Drive Apartments Gar Lane	104	Large R lot at CHHS off of Cass
28	Waldo Library East - off Arcadia	99	South Hays in front of Siedschlag	105	Large W lot near CHHS off of Cass
29	SRC Loading Dock/Maintenance Area	29	Arcadia Drive in front of Ernest Burnham	106	Small area west of Activity Therapy Bldg
30	Ad Building Loading Dock - S. Hays	89	Meters at BC and Henry Hall	107 S	Stryker School of Medicine S Doctor's Lot/Oliver Lane
31	Draper/Siedschlag Dining Service	69	Meters at BC and Henry Hall	108	Legacy Collection (Archives/KPH area)
32	Dalton Center Loading Dock	70	Lawson Ice Arena South	109	Small lot off of S VandeGiessen near Lot 23
33	Large Lot in front of Gilmore Theatre	71	Moore Hall Turn Around		
34	Large Lot south of Miller Ramp	72	Schneider Hall Lots/Fetzer (F)	P-1	CEAS Circle Drive - meters
35	Miller Parking Ramp	73	WVAII	P-2	East of CEAS East Wing
36	WVA west of Miller Ramp	74	Lawson Pro Shop, small lot on south side	P-3	CEAS East Parking Ramp
37	Maintenance Area behind Kohrman	75	Small lot on west side of Lawson	P-4	CEAS West Parking Ramp
38	WVA south of Trimpe	9/	WVAII	P-5	CEAS, south lot of Pilot Plant
				P-6	CEAS north lot of Pilot Plant
				p-7	New payed lot off of Campus Drive





WMU Landscape Services Snow Removal Priority "A" – Employee Parking Lots

- 1. Public Safety 511 Monroe Street (Lot 98)
- 2. Homer Stryker School of Medicine (Lots 17, 88 and 107)
- 3. Parking Structures #1 and #2 (Lots 80 and 35)
- 4. Physical Plant (Lots 5, 6, 7, 8, and 9)
- 5. Upholstery Shop (Lot 4)
- 6. Walwood Hall (Lot 1)
- 7. Campus Services (Lot 95)
- 8. Legacy Collection (Lot 108)
- 9. Administration Building (Lot 50)
- 10. Hays Drive (Lots 30 and 66)
- 11. Sangren Hall/north (Lot 41)
- 12. Sindecuse Health Center (Lot 51)
- 13. Children's Place and Disability Services (Lot 46)
- 14. Rood Hall (Lot 61)
- 15. Parking Services (Lot 62 and 93)
- 16. Faunce Student Services (Lot 100)
- 17. Trimpe Distributive Education (Lot 39)
- 18. Miller Auditorium Employee Parking (Lot 33)19. Kohrman Hall/south and west (Lots 38 and 37)
- 20. SRC/Fieldhouse Lots (14, 16, 18, and 29)
- 21. Moore Hall (Lot 27)
- 22. Waldo Library (Lot 28)
- 23. Schneider Hall (Lot 72R)
- 24. Bernhard Center (Lot 48)
- 25. Welborn Hall (Lot 78)
- 26. Little Theatre Campus Cinema (Lot11)
- 27. Montague House (Lot 96)
- 28. EWB Building (Lot 43)
- 29. Valleys I, II, and III (Lots 53, 57, and 58)
- 30. College of Engineering (Lots P-1 through P-7)
- 31. College of Health & Human Services (Lots 103 and 104)
- 32. Legacy Collection (Lot 108)



WMU Landscape Services Snow Removal Priority "B" & "C" Parking Lots

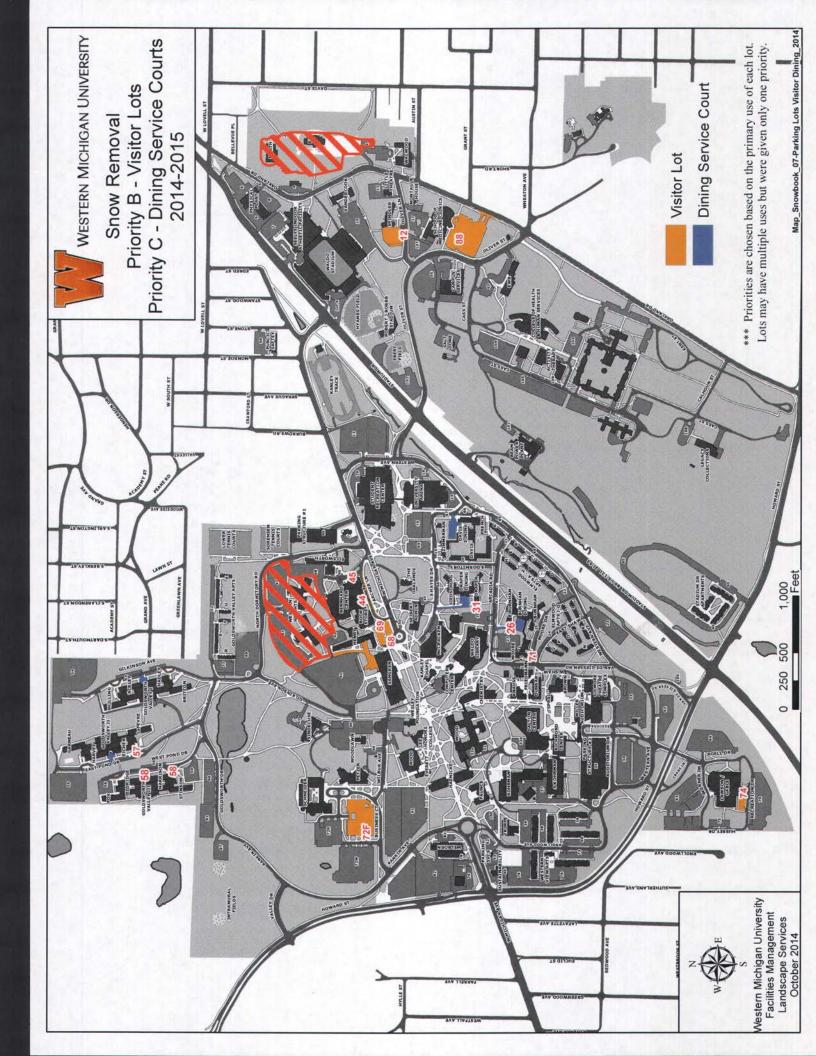
Priority "B" - Visitor Lots:

- 1. Lawson Arena/south (Lots 74 and 70)
- 2. Parking Structure #2 (Lot 35)
- 3. Parking Structure #1 (Lot 80)
- 4. Fetzer Center/Schneider Hall (Lot 72F)
- 5. Rood Hall (Lot 61)
- 6. Children's Place (Lot 46)
- 7. Sangren Hall/north (Lot 41)
- 8. Henry Hall/south (Lot 68 and 69)
- 9. Bernhard Center Circle Drive (Lot 44)
- 10. Bernhard Center/north (Lot 48)
- 11. Faunce Student Services (Lot 100)
- 12. Parking Services (Lot 62 and 93)
- 13. Campus Services (Lot 95)
- 14. Spindler Hall (Lot 12)
- 15. Walwood Hall (Lot 1)
- 16. Rec Center/Fieldhouse (Lot 13)
- 17. Office for Sustainability (Lot 49)

Priority "C" – Dining Service Courts (plowed before 6:00 a.m.):

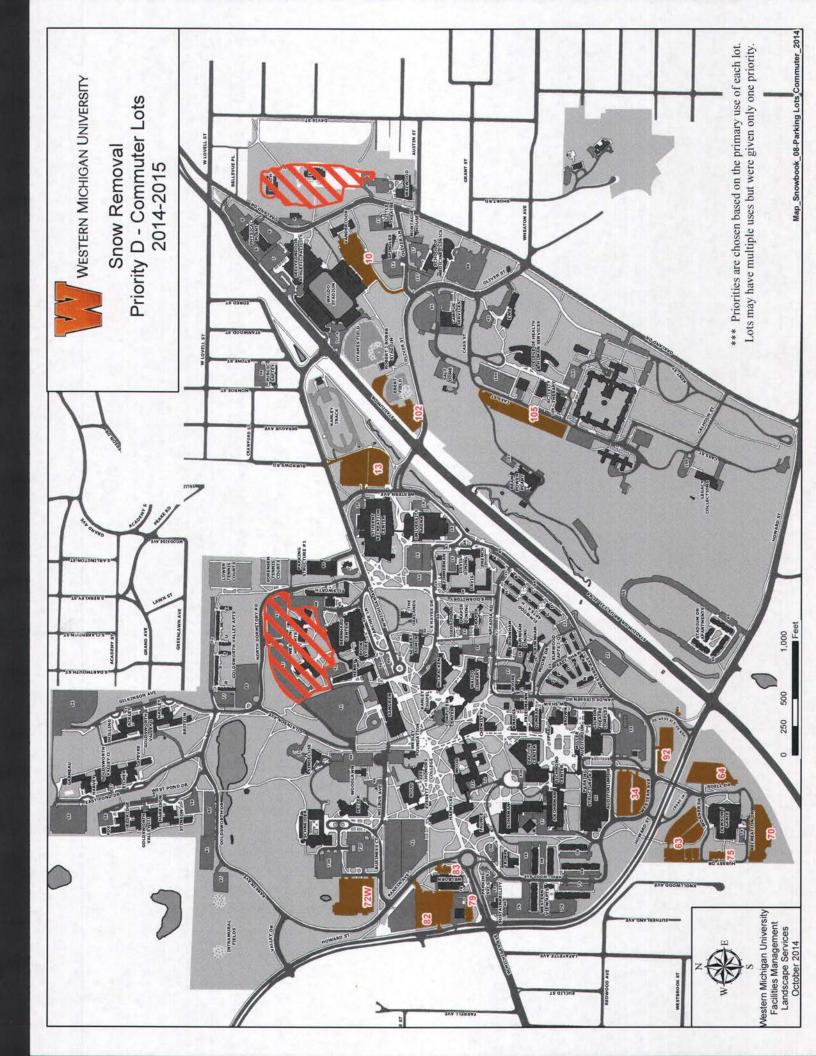
- 1. Bernhard Dining Service Court/east end (Lot 45)
- 2. Draper Dining Service Court (Lot 31)
- 3. Burnham Dining Service Court (Lot 26)
- 4. Davis Dining Service Court (Lot 15)
- 5. Valley I, II, III staff lots and Dining Service Courts (Lots 53, 57, and 58)

Depending on expected activities the Lawson Ice Arena lots can be done during the day. These are generally not used until later in the day as other lots on main campus fill.



WMU Landscape Services Snow Removal Priority "D" Student Commuter Lots

Location	Lot Number(s)	
Vandercook Hall	10	
Student Rec Center, east	13	
Miller Auditorium	34	
Lawson Ice Arena	64, 70, and 75	
Fetzer Center/Schneider Hall	72W	
Howard/W Michigan Strip Mall	79	
Welborn	82 and 83	
Ebert Field	102	
CHHS, west	105	

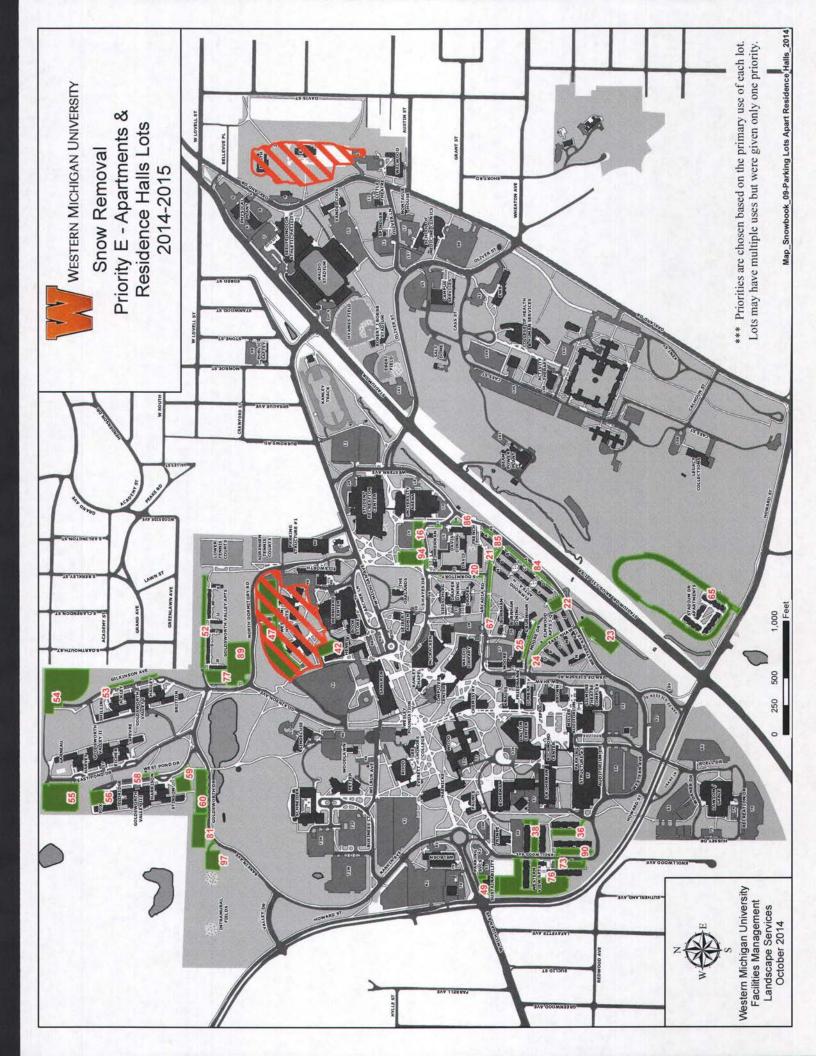


WMU Landscape Services Snow Removal Priority "E" – Apartments and Residence Halls

- 1. Stadium Drive Apartments (Lot 65)
- 2. Elmwood Apartments (Lots 21, 22, 23, 24, 84, and 85)
- 3. Goldsworth Valley Apartments (Lots 52, 77, and 89)
- 4. Valley I (Lot 54)
- 5. Valley II (Lot 55)
- 6. Valley III (Lots 56, 58, 59, 60, 81, and 97)
- 7. Henry Hall (Lot 42)
- 8. Hoekje/Bigelow Halls (Lots 47G and 47D)
- 9. Draper/Siedschlag Halls (Lot 66)
- 10. Ernest/Smith Burnham Halls (Lot 67 and 25)
- 11. Davis Hall (Lot 20 and 86)
- 12. Spindler Hall (Lot 12)
- 13. Zimmerman Hall and street parking (Lots 16, 94, 19, and 87)

Apartment and Residence Hall lots are usually the last to get done. This is a matter of circumstances rather than choice. Because of the 24 hour occupancy of these areas and the intermittent vacancy of individual parking spaces, these lots are very difficult and time consuming to do. In most cases, only individual parking spaces can be done around the residence halls and apartments.

Aisles are kept plowed and salted. When the snow in the spaces accumulates, coordinating efforts with the residents to move cars will help accomplish cleaning this area. We can schedule lot plowing anytime, 24 hours a day, seven days a week. See procedures at end of this section.



WESTERN MICHIGAN UNIVERSITY



Landscape Services
Facilities Management
Department

31 October 2014

TO: WMU Residence Hall Staff

FROM: WMU Residence Hall Office WMU Landscape Services Office

2014-15 Student Parking Lot Snow Removal Procedure

Coordinating the snow removal for the student parking lots around your residence hall is the responsibility of the hall director. The following needs to be completed in order to achieve the greatest success. In the case of major snowfall and/or school closing where all lots are being cleared, it is recommended that one person (Brian Durbish) serve as coordinator for all residence hall lots to ensure the utmost organization and smooth lines of communication.

Steps to Follow:

- 1. Select a date and time for parking lot snow removal. Snow removal needs will vary from storm to storm, year to year.
- Contact Tim Holysz, Director of Landscape Services (7-8557) to coordinate a date.
 WMU has contracted the services of Kalamazoo Landscape Supplies (KLS) for street and
 lot snow removal. KLS have staff scheduled 24-hours a day, 7 days a week during the
 winter so they are very flexible. Weekends work better for residence hall lot cleaning.
- 3. Contact Captain Carol Dedow, Parking Services at 7-4607 to ask for cooperation in this effort as well as assistance with signage and towing.
- Create a snow removal schedule, working with Tim Holysz, Capt. Dedow, and other hall directors.
- 5. Communicate and publicize, especially **PUBLICIZE!**
- Ensure that on-duty staff is aware of the schedule and are available to answer questions and provide assistance during parking lot cleaning.

Area-Specific Information:

- Date and Time: Snow removal should begin on Friday evening and continue through the weekend. This will ensure that there are fewer cars in the lot and that other lots will be available for student use.
- Tim Holysz and Capt. Carol Dedow: These individuals are very flexible and easy to work with. They will ensure that KLS is in the lots at the times designated on the schedule.

- 3. Captain Carol Dedow: Captain Dedow and the services of her staff, especially the sign crew, are important to the success of this effort. DPS does not have enough signs to cover every lot, but if you request movable signs, they will attempt to coordinate the signs. The sign should read "Lot Closed for Snow Removal" including a date and time. DPS will need a couple of days to place signs. It is helpful if an officer is present at the lot when the snow removal truck is there. The officer can stop traffic, communicate with the tow trucks, and communicate with the hall staff.
- 4. **Schedule:** Remember every snowstorm is different. It is recommended that the schedule be grouped so that the snowplows are not driving back and forth across campus. If a large lot (i.e. Bigelow) is empty, it can be cleared in about 90 minutes. However, if there are cars to work around, that time can more than double!

Just to be sure, plan on two hours for each lot. Communicate via e-mail the proposed schedule to **Brian Durbish**; he will let you know if any changes are necessary. Schedule the lot cleaning well in advance (at least two days) so students will have ample time to move their vehicles.

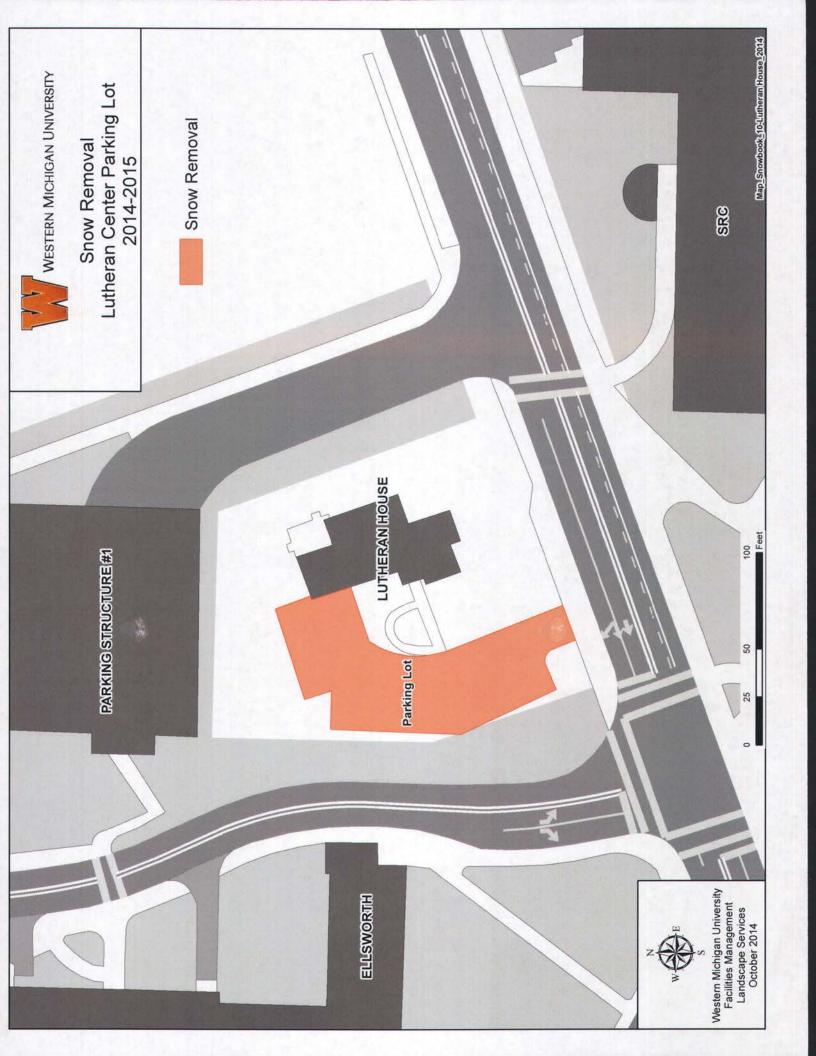
- 5. Publicity: Publicity should begin at least five days before snow removal is scheduled. Place signs in all halls, on each floor, by the elevator (not inside the elevator) and in the lobbies. Also, please consider placing flyers on the windshields of parked vehicles as well. Signs and flyers should indicate the following:
 - a. Lot XX will be closed for snow removal on "Day, Date, from Time". All cars must be moved by this time. All cars not moved will be ticketed and towed. No Exceptions!
 - b. Do not wait until the last minute to move your car. Make sure your battery is working. You may need to call a tow truck to jump-start your car, but it is cheaper than the tickets and tow fees you will incur by leaving your car in the lot.
 - c. The following lots are not being cleared until "Day, Date, Time" and <u>are</u> available for parking until 5 p.m.: Lot XX, XX, XX, XX.
 - d. Ask your RA or Director if you have any questions or concerns. As soon as the lot is cleared, vehicles may be returned.
- 6. Ensure that duty staff is available during snow removal. Send staff out early to see if they recognize any vehicles that remain in the lot. Make sure staff members have a schedule so they may refer students to alternate parking locations.

WMU Landscape Services Lutheran Center Snow Plowing Winter 2014-15

In accordance with a past agreement, WMU Landscape Services will continue to plow the parking lot immediately adjacent to the Lutheran Center building on West Michigan Avenue next to Ellsworth Hall. In return, the Lutheran Center will allow WMU to store snow from Parking Structure #1 on the north end of their property.

Mark Couch is the Lutheran Center contact person; 349-1100.





Sidewalk Details



WMU Landscape Services
2014-15 Snow Book

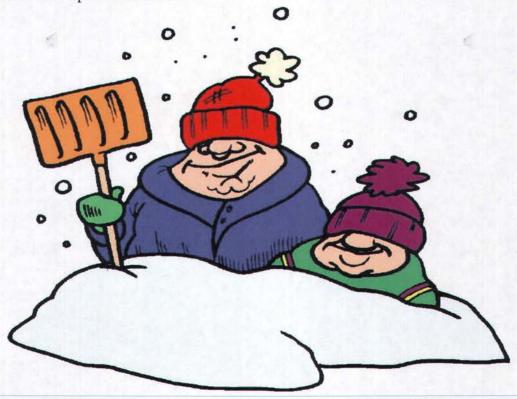
WMU Landscape Services Sidewalk Snow Removal

Light equipment operators handle snow removal for the 39 miles of campus sidewalks. The campus is divided into three regions, with seven operators and plow equipment assigned to predetermined routes. Most light equipment operators start at 3a.m. Monday through Friday. One operator works 6 a.m. to 2:30 p.m. Monday through Friday, another works 9 a.m. to 5:30 p.m. Monday through Friday, and two operators work three weekday shifts from 1:30 to 10 p.m. and we have coverage from 6 a.m. to 8 p.m. on Saturday and Sunday. Additional operators have been trained on the light equipment plows for occasions of heavy snowfall or to fill in when needed.

Areas that are inaccessible to the light equipment are cleared by hand. The majority of these areas are steps and access ramps. There are some sections of sidewalk that are included here. This hand work is done by the regional grounds laborers with students supplementing their crew. The grounds shoveling crew shift is 6 a.m. until 2:30 p.m.

Landscape Services is responsible for clearing all campus building entrances (approximately 700 total). The Landscape Services Athletic Grounds staff clear entrances at all recreation facilities, approximately 46 doorways. A list of the various buildings and the department responsible for snow removal is included in this section.

Staffing levels do not allow for all steps and walks to remain open. The areas that are closed are routes of convenience rather than necessity. On weekends, only the buildings scheduled to be open are cleared.



WMU LANDSCAPE SERVICES LIGHT EQUIPMENT OPERATOR'S SNOW REMOVAL SCHEDULE WINTER 2014-15

3 to 11:30 a.m.	
Monday, Tuesday, Wednesday, Thu	rsday, Friday
1 5.	
2 6.	
3 7.	
4	
6 a.m. to 2:30 p.m.	
Monday, Tuesday, Wednesday, Thu	rsday, Friday
8.	
9 a.m. to 5:30 p.m.	
Monday, Tuesday, Wednesday, Thu	rsday, Friday
9	
1:30 to 10 p.m. and	6:00 a.m. to 2:30 p.m.
Monday, Tuesday, Wednesday	And the second s
10.	
1:30 to 10 p.m. and	11:30 a.m. to 8 p.m.
	Saturday and Sunday
11.	

WMU Landscape Services LIGHT EQUIPMENT ASSIGNMENTS Winter 2014-15

TRUCKS & PLOWS:

Sidewalk Plow Crew

002 Salt Box w/Plow

003 Salt Box w/Plow

004 Salt Box w/Plow

2008 Long Box w/Plow

2009 Long Box w/Plow

121 Short Box w/Plow and Poly Blade

484 ¾ Ton w/Plow & Liquid Anti-Ice

486 ¾ Ton w/Plow & Liquid Anti-Ice

2 - Bobcats w/Buckets/ Blades

1 - Kubota RTV/Blade

2 - Tractors w/Buckets or Blades

1 John Deere Tractor

SUPPORT TRUCKS:

College of Engineering

2006 Crew Pick-up

Toro Workman

South Region

2005 Crew and Alternate Plow Truck

2026 Crew Liftgate

914 Crew Van (from Maintenance)

North Region

2024 Crew Liftgate

2022 Crew Extended Cab

2012 Crew Pick-up

Workman #18

West Region

Small Dump Truck

500 Crew Van (from Maintenance)

2025 Crew Liftgate

Workman #54

Athletics

2014 Truck w/blade

2016 Truck w/blade/salter

John Deere Gator w/blade/salter

John Deere w/snow blower

BACK-UP VEHICLES

2021 Special Projects (John)

428 Mechanic - Alternate Plow Truck

2000 Tom

2001 Darrell

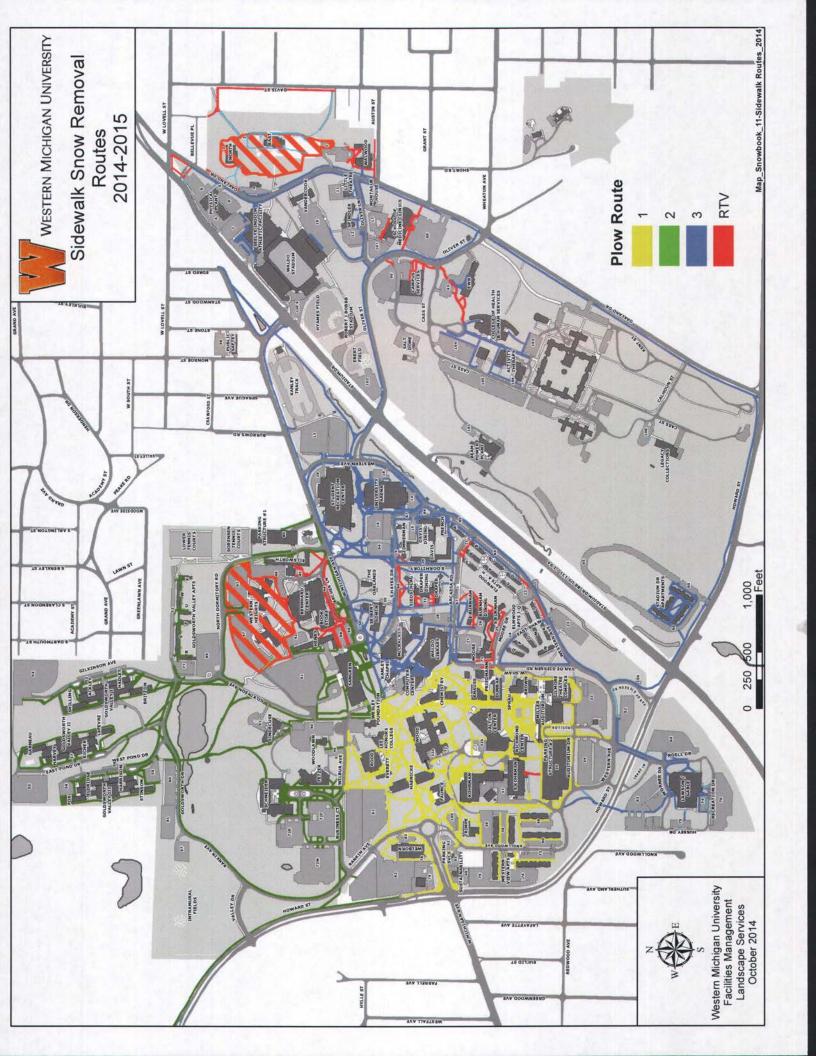
2010 Steve

2007 Aaron



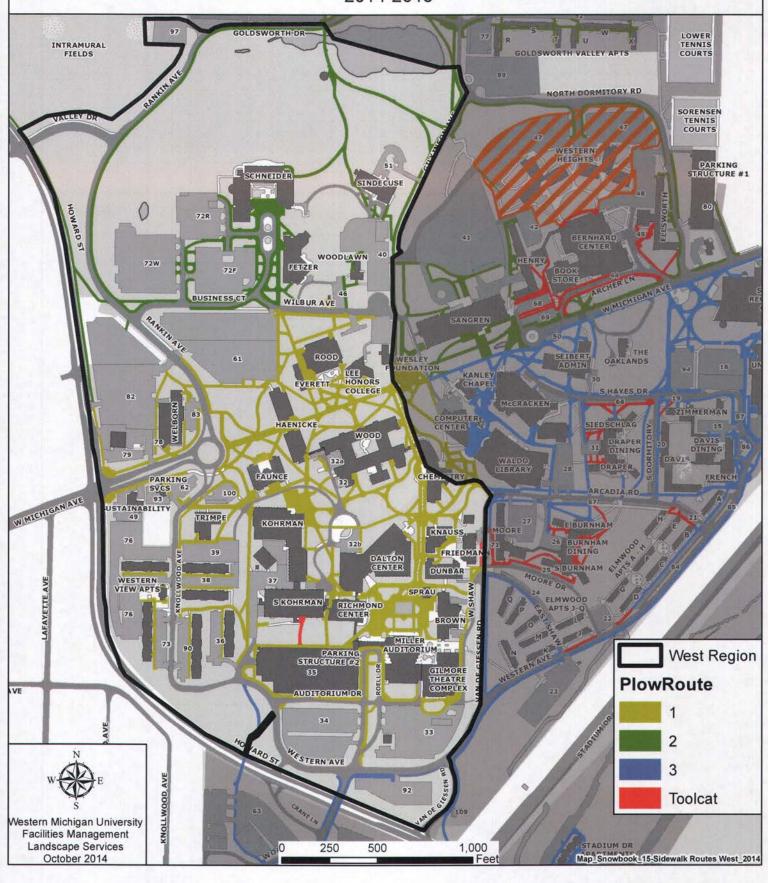






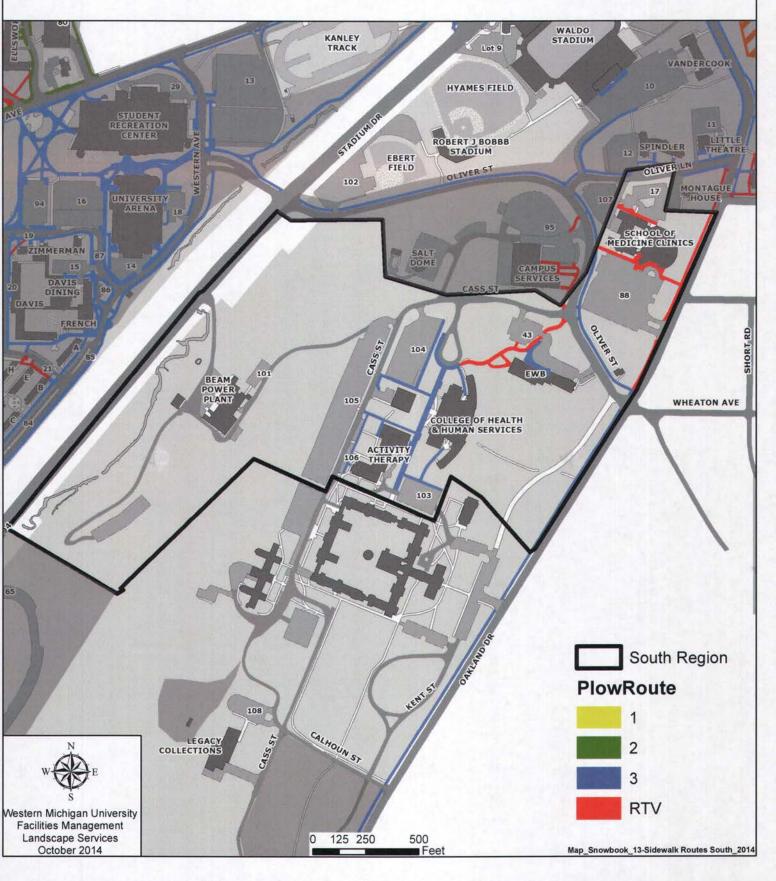
WESTERN MICHIGAN UNIVERSITY

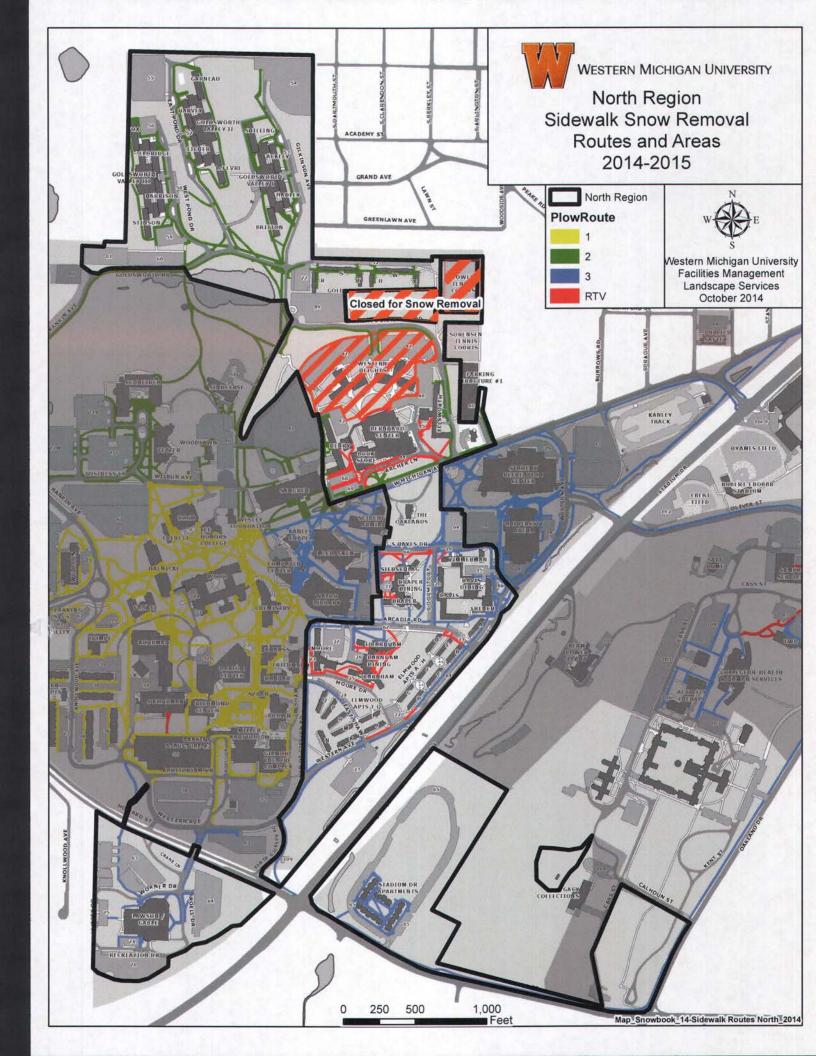
West Region
Sidewalk Snow Removal
Routes and Areas
2014-2015





Western Michigan University South Region Sidewalk Snow Removal Routes and Areas 2014-2015

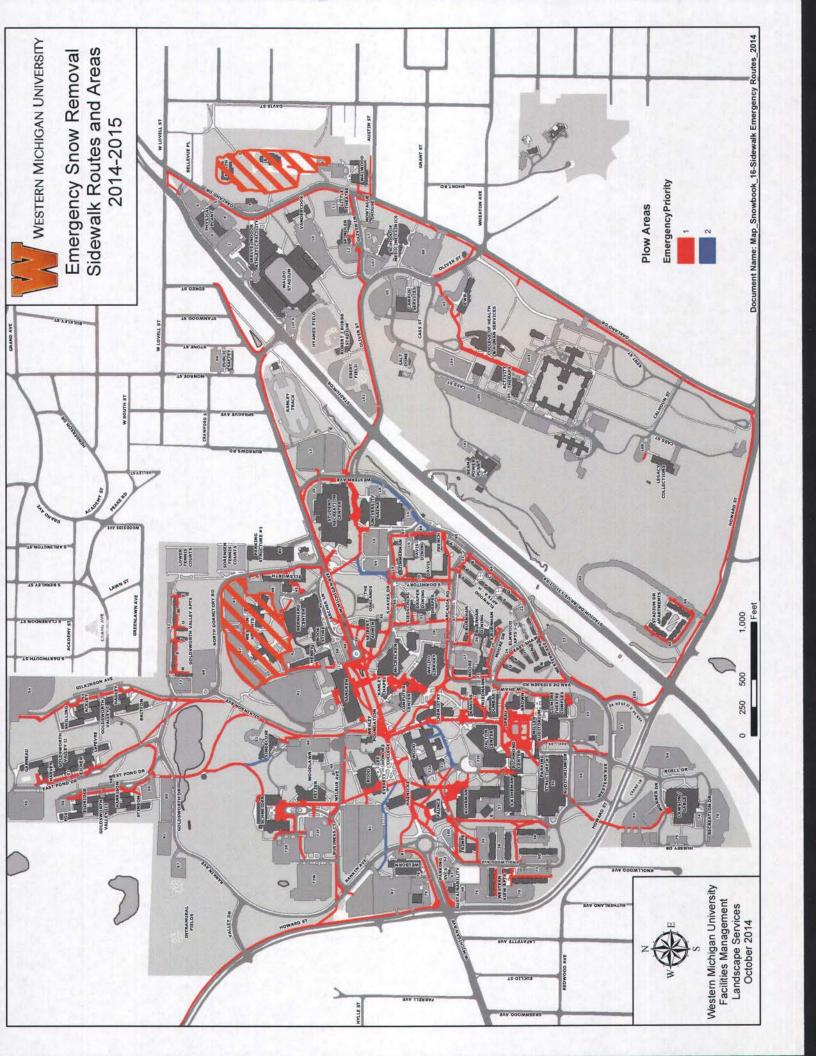




Emergency Sidewalk Details

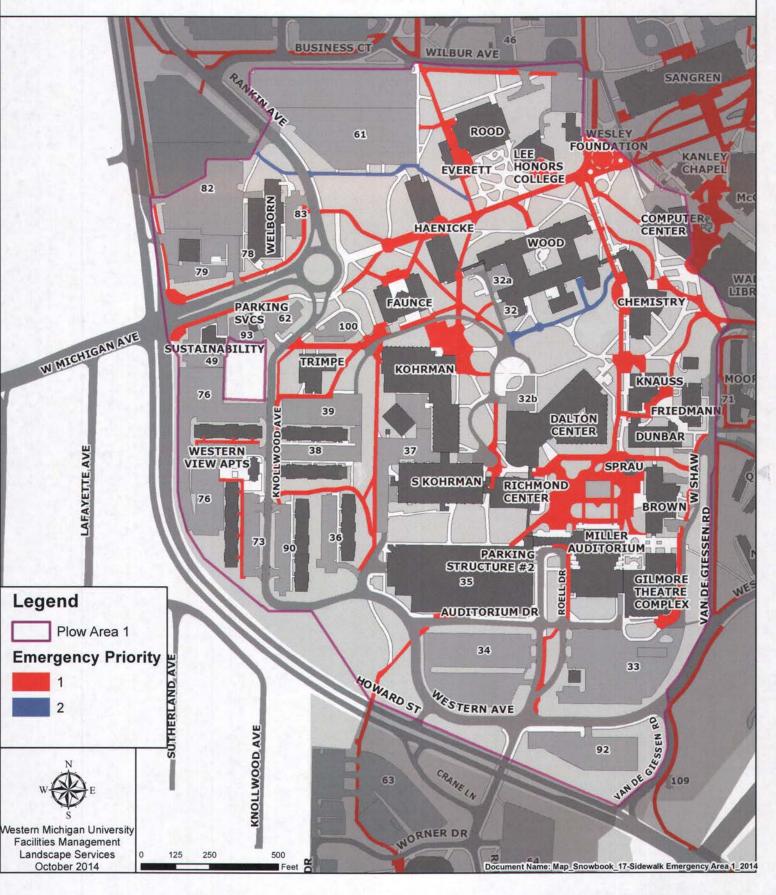


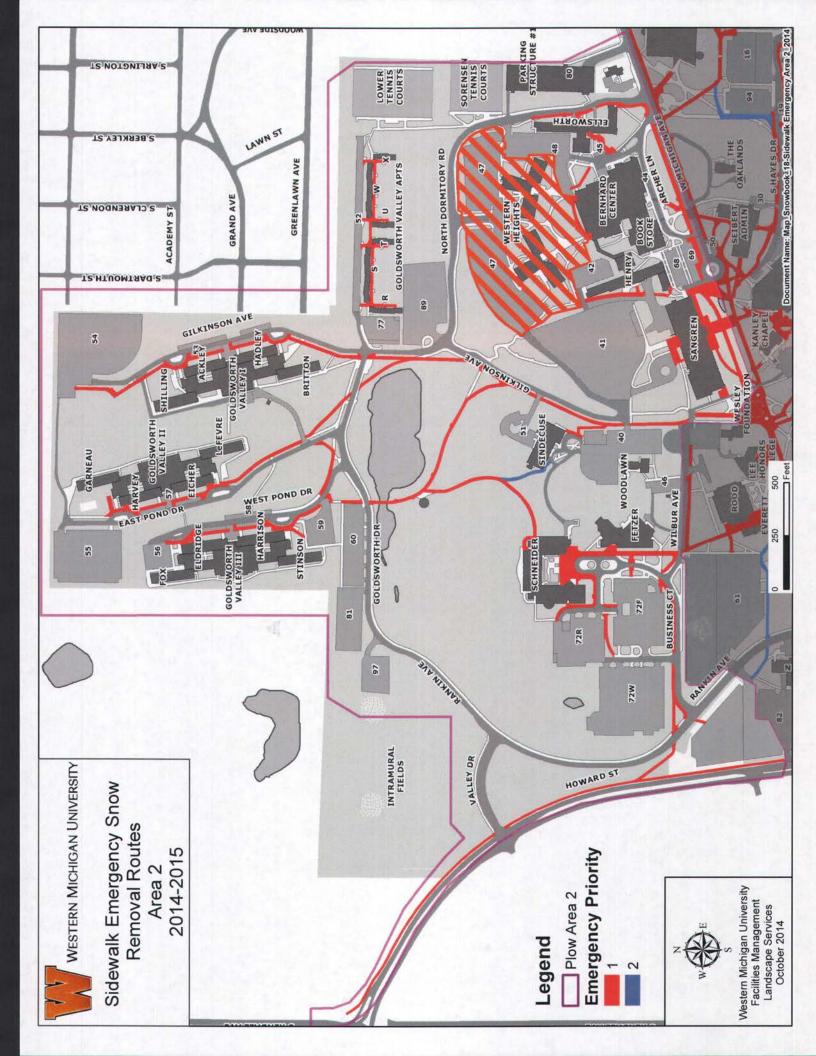
WMU Landscape Services
2014-15 Snow Book

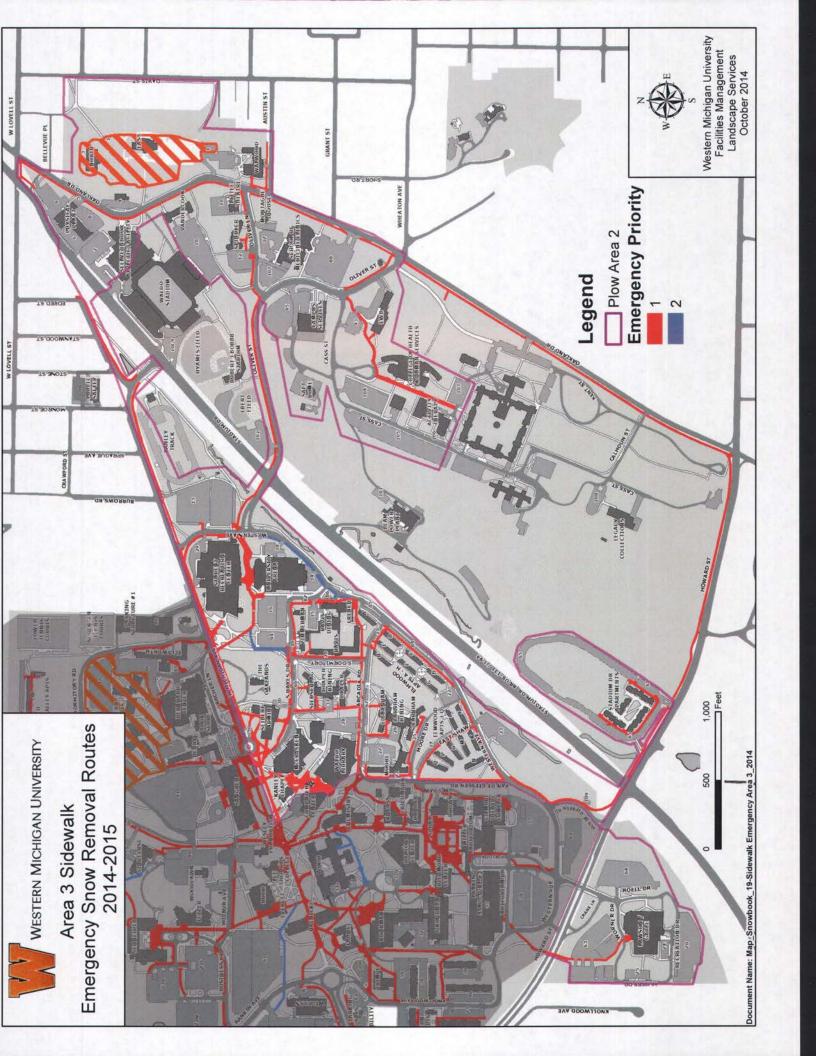




Area 1 Sidewalk Emergency Snow Removal Routes 2014-2015







CAMPUS STEP & WALK CLOSURES Winter 2014-15

South Region:

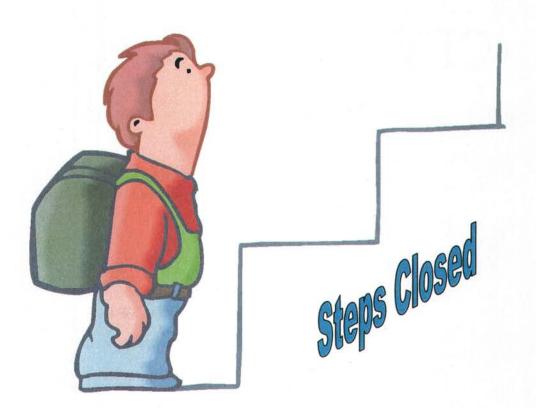
- 1. Davis Street to East Hall, north set
- 2. Walwood, south side by loading dock
- 3. Walwood Hall, picnic area steps
- 4. Walwood Hall, north steps to Oakland Drive
- 5. Oakland Drive to Physical Plant
- 6. Seelye Center, walks on south side to maintenance area; plow as needed
- 7. Walk and steps between Vandercook and The Little Theatre; from Lot 10 to Oakland Drive
- 8. The Little Theatre, half of the west steps
- 9. Spindler, half of SE steps; non-accessible entrance to building; steps to patio on north side
- 10. Walk from Oakland Drive to Vandercook, along side of Lot 10
- 11. Vandercook (unoccupied)
- 12. *Waldo Stadium, steps to ticket office off of Stadium Drive
- 13. *Hyames Field steps off of Oliver Drive (no signs don't shovel)
- 14. *Hyames Field, stadium steps from Lot #10, south side
 - * unless there is a home football game
- 15. Montague House, steps to Oakland Drive
- 16. Steps from Lot 10 to service drive
- 17. Stadium Drive Apartments, half of steps inside the "Browns"
- 18. Spindler Hall to Lot 10

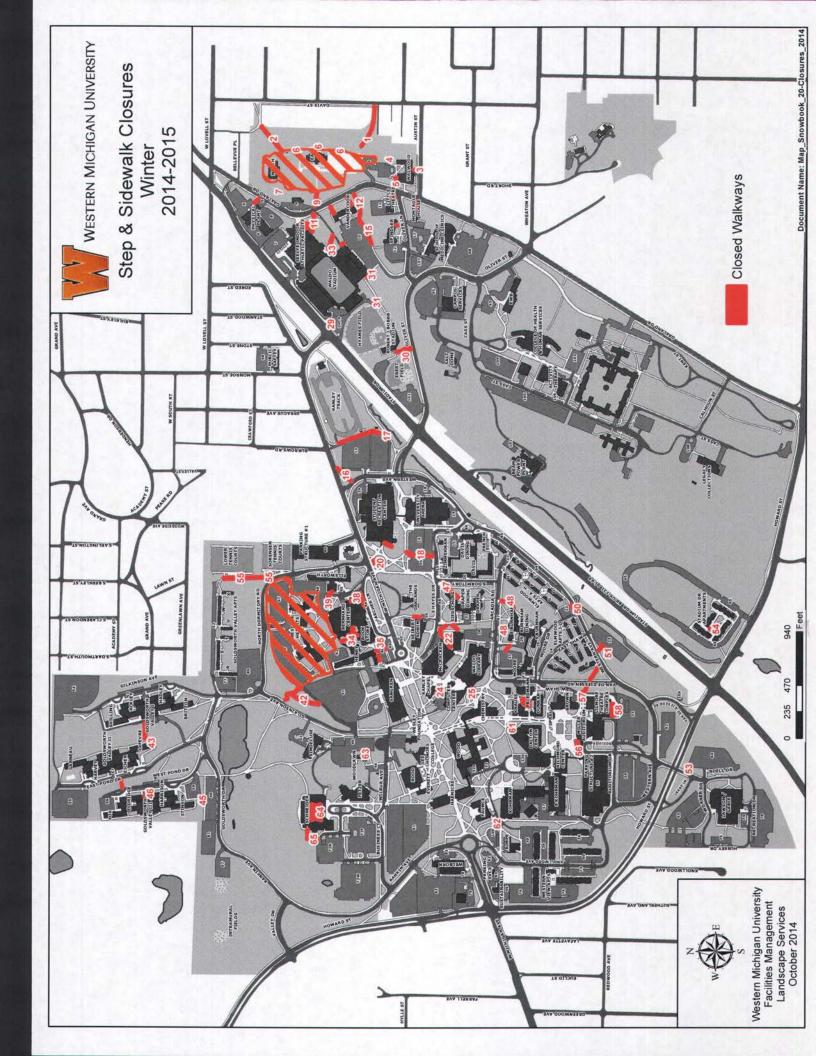
North Region:

- 19. Lot 13, walk from NW corner to Michigan Avenue (single sign next to walk)
- 20. Lot 13, east side; along Kanley Track (single sign next to walk)
- 21. Steps from Lot #16 to Lot #94, and walk along Lot 16, and small steps to Hays Drive
- 22. SRC, steps to volleyball beach area
- 23. University Seal steps (don't shovel/no room for sign)
- 24. Ad Building, half of the east set of steps
- 25. McCracken, east half of steps to overhang
- 26. McCracken, east side, two sets of steps leading to Draper/Siedschlag drive
- 27. Kanley Chapel, steps in back leading to Trustee Fountain
- 28. Waldo Library Clock Tower, two biggest sections of steps, and middle section
- 29. Bernhard Center, President's Courtyard, lower walk; shovel only emergency exit (single sign next to walk)
- 30. Lot 68, east end; north set
- 31. Lot 68, going to Henry Hall walk; all but one of the sets of steps
- 32. Between Lot 68 and 69; close all but one set of steps
- 33. Bernhard Center, SE corner, steps leading to upper level
- 34. Bernhard Center, east side, walk and steps leading to Lot 48
- 35. Ellsworth Hall, west entrance, steps leading down to building
- 36. Sangren Hill, half steps from Lot #47 to Gilkison, including walk/steps leading SW into Lot #41
- 37. Wooden steps between Valley and Valley II (closed year-round; condemned)
- 38. Long stairs from Valley II to Valley III
- 39. From Lot 59 to Lot 60, half of the SW set of steps
- 40. Draper/Siedschlag, NE steps and walk to courtyard
- 41. Sorenson Tennis Court, stairs to GVA "Y" Building
- 42. Chemistry Building
- 43. Knauss Hall, Amphitheater center section open

West Region:

- 44. Ernest/Smith Burnham, walk and steps along east side of complex leading through pines and west side off Lot 27
- 45. Small walk along Western Avenue and Lot 22 (no sign don't shovel)
- 46. Lot 23 to Western Avenue
- 47. Elmwood "N" Building, steps and walk that cut on an angle to VandeGiessen, then to Shaw Lane
- 48. Lawson Ice Arena, Lot 64, steps leading to Roell Road Bridge
- 49. Gilmore Theatre Complex, half of one set on east end; and all of the other set down to Shaw Lane
- 50. Gilmore Theatre, west of main entrance
- 51. Hillside steps between W. Shaw Lane and Vandegiessen
- 52. Dalton Promenade to Orpheus Court, one set
- 53. Lot 100, half of steps in SE corner
- 54. The Children's Place, east steps (closed year-round)
- 55. Schneider Hall courtyard
- 56. Schneider Hall, west end steps, and walkway leading to steps
- 57. Wood Hall walk, east entrance facing Chemistry Building





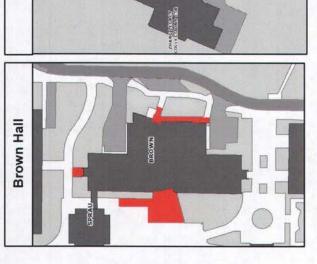
WMU Landscape Services ENTRYWAY SNOW REMOVAL Winter 2014-15

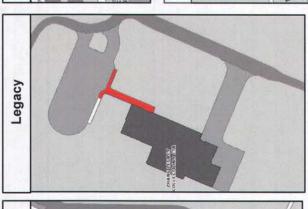
	-6				
# of Entries	tries	# of Entries	ries	# of Entries	es
84	ALL APARTMENT COMPLEXES	20	MILLER AUDITORIUM EXITS	7	LAWSON ICE ARENA
7	BERNHARD CENTER		(on event nights)	2	SEELYE CENTER
5	BROWN HALL	2	MONTAGUE HOUSE	∞	STUDENT RECREATION CENTER
2	CAMPUS SERVICES BUILDING	4	MOORE HALL	14	READ FIELDHOUSE
5	CHEMISTRY BUILDING	7	THE OAKLANDS	4	WALDO STADIUM
F	CHILDREN'S PLACE	3	PARKING SERVICES		
46	COLLEGE OF ENGINEERING	2	PARKING STRUCTURE #1		
10	COLLEGE OF HEALTH & HUMAN SERVICES	9	PARKING STRUCTURE #2		
9	DALTON CENTER	7	PHYSICAL PLANT		
-	CENTER FOR DISABILITY SERVICES	3	POLICE STATION (511 MONROE)		
5	DUNBAR HALL	140	ALL RESIDENCE HALLS		
4	ELLSWORTH HALL	9	ROOD HALL		
3	EVERETT TOWER	7	SANGREN HALL		
5	EWB	00	SCHNEIDER HALL		
4	FAUNCE STUDENT SERVICES	2	SEELYE CENTER		
14	FETZER CENTER	5	SEIBERT ADMINISTRATION BUILDING		1
9	FRIEDMAN HALL	8	SHAW THEATER		
4	GILMORE HOUSE	3	1201 SHORT ROAD		
4	HAENICKE HALL	4	SINDECUSE HEALTH CENTER		7 11 1
12	HENRY HALL	7	SPINDLER HALL		1 1 1 1 1 1
8	KANLEY CHAPEL	3	SPRAU TOWER		いつへで
10	KNAUSS HALL	4	STUDENT REC CENTER		
6	KOHRMAN HALL	5	TRIMPE BUILDING		
2	LAWSON ICE ARENA	10	UNIVERSITY ARENA		
3	LEE HONORS COLLEGE	4	UNIVERSITY COMPUTER CENTER		
9	LEGACY COLLECTION	0	VANDERCOOK HALL		
5	THE LITTLE THEATRE	9	WALDO LIBRARY		
-	MCCRACKEN HALL	9	WALWOOD HALL		
20	MILLER AUDITORIUM	3	WELBORN HALL		
		6	WOOD HALL		

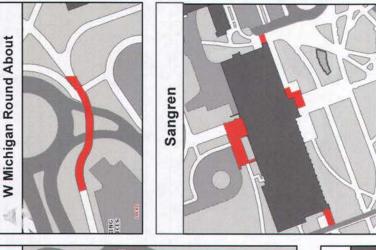
35 Total Athletic Grounds Entryways

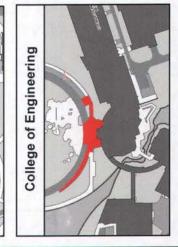
584 Total Landscape Services Entryways

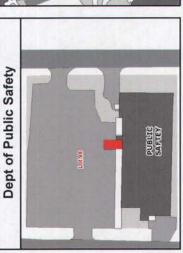












850.6 758.4 3033.1 370.4 29,214.6

W. Michigan Round-about Wood Hall

Total

Sindecuse Health Center

Seibert Administration

417.6

572.2 1656.9 3015.1

5413.8

3560.4

Brown Hall Sangren

WMU Snowmelt Systems

October 2014

Snowmelt Area

3346.1 5333.9

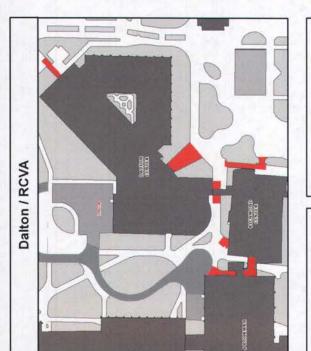
Chemistry Building

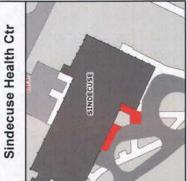
Dalton Center

CHHS

Legacy

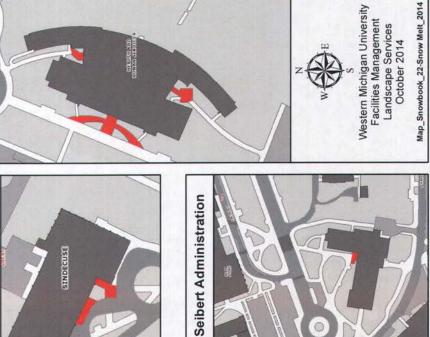
RCVA DPS



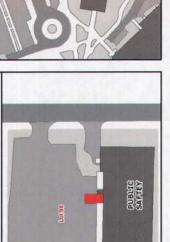


Chemistry Building & Wood Hall

CHHS



CHEMISTRY





Athletic Grounds Snow Removal Information



WMU Landscape Services
2014-15 Snow Book

WMU Landscape Services Athletic Grounds SNOW REMOVAL INFO 2014-15

Work Schedule:

Monday through Friday - 6 a.m. to 2:30 p.m.

Four Athletic Grounds Specialists

Monday through Friday – 9:30 a.m. to 6 p.m.

Two Athletic Grounds Specialist

Weekly:

The crew is responsible for any work inside Read Fieldhouse first thing in the morning. Once this is completed, they begin snow removal around the buildings. Landscape Services provides back-up services as needed.

Weekend:

If there is a sporting event on the weekend, the Athletic Grounds crew is called in as needed to cover only the building(s) housing the event. Landscape Services provides back-up services as needed.

Snow Removal Equipment:

- Truck 2014 w/plow blade
- Truck 2016 w/plow blade and salt spreader
- John Deere Gator w/plow blade and salt spreader
- John Deere w/snow blower

University Closure:

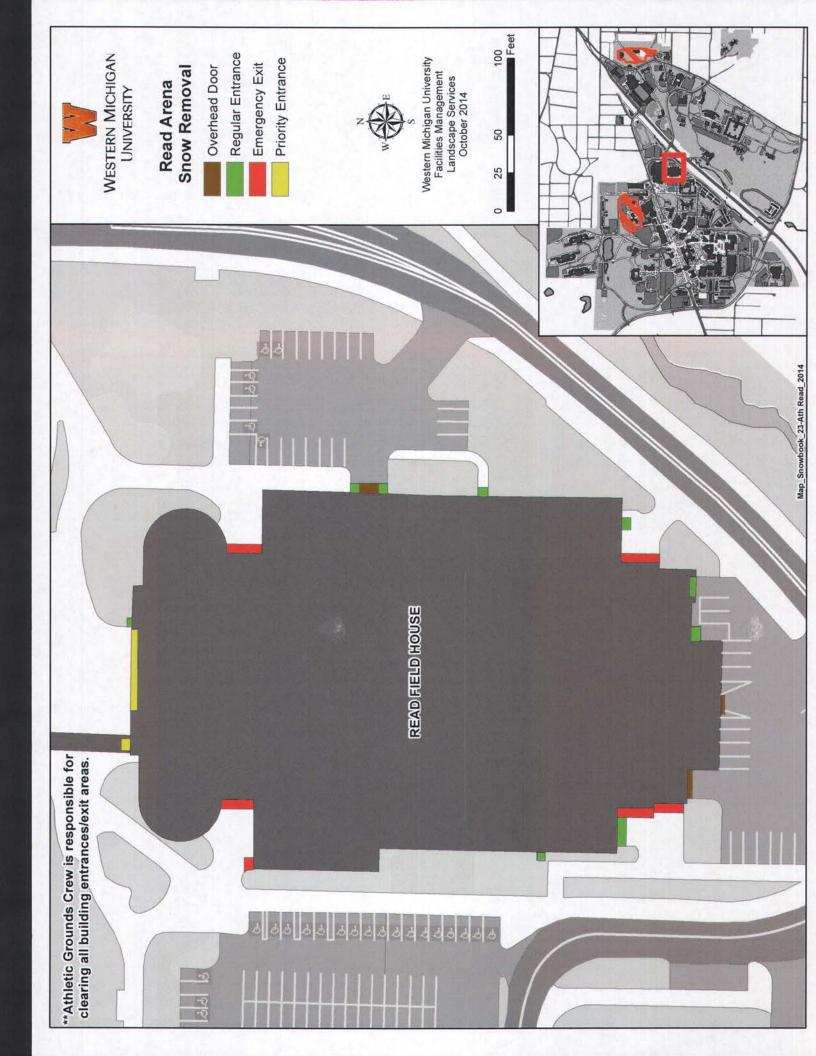
If the University closes due to snow, essential services buildings are cleared first, then all others:

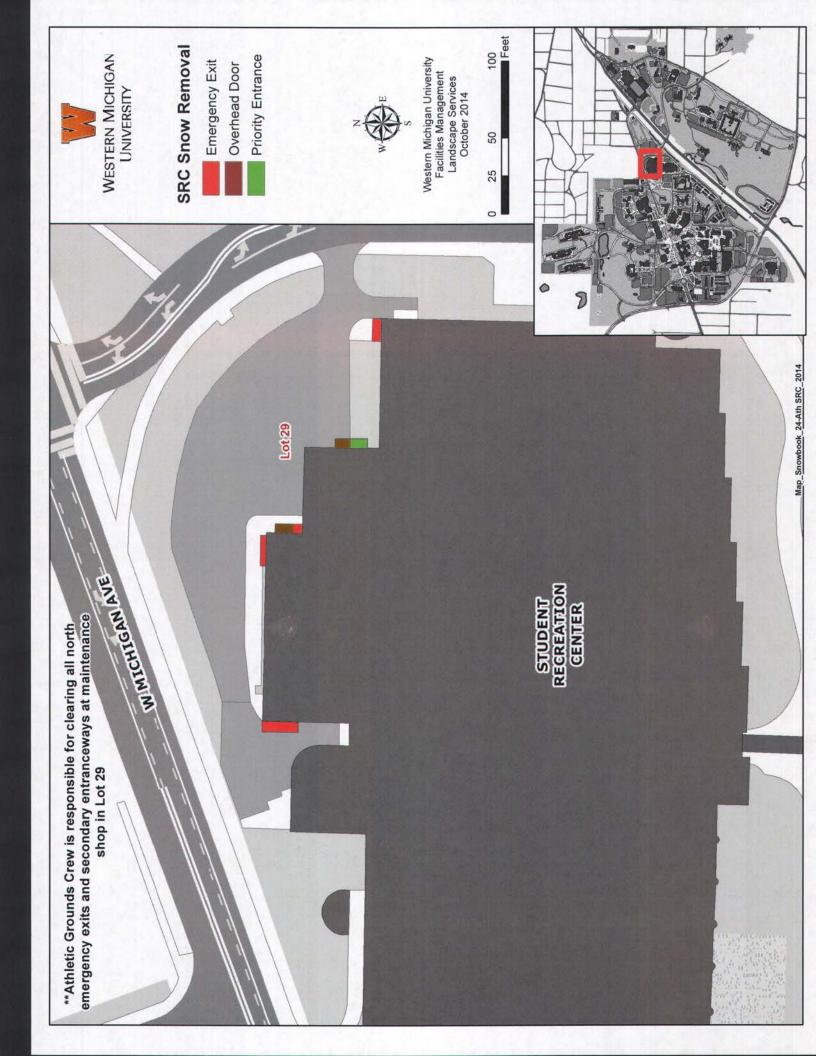
Essential Services Buildings

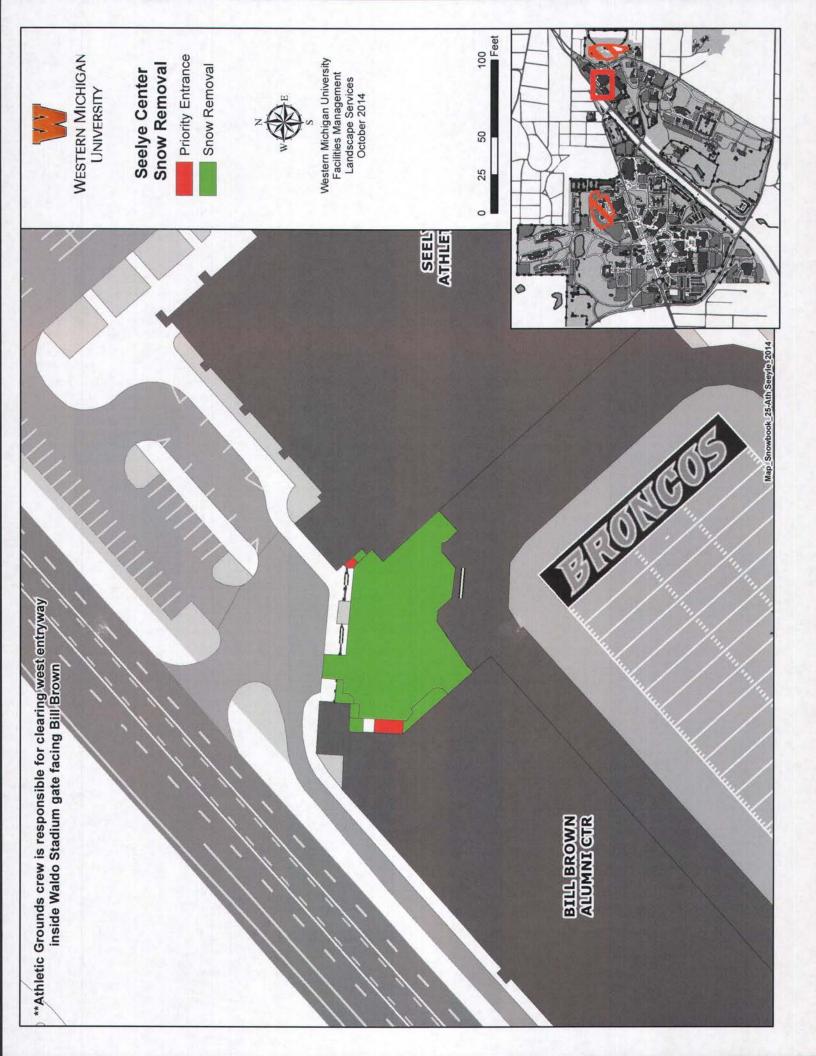
- Lawson Ice Arena
- Student Recreation Center

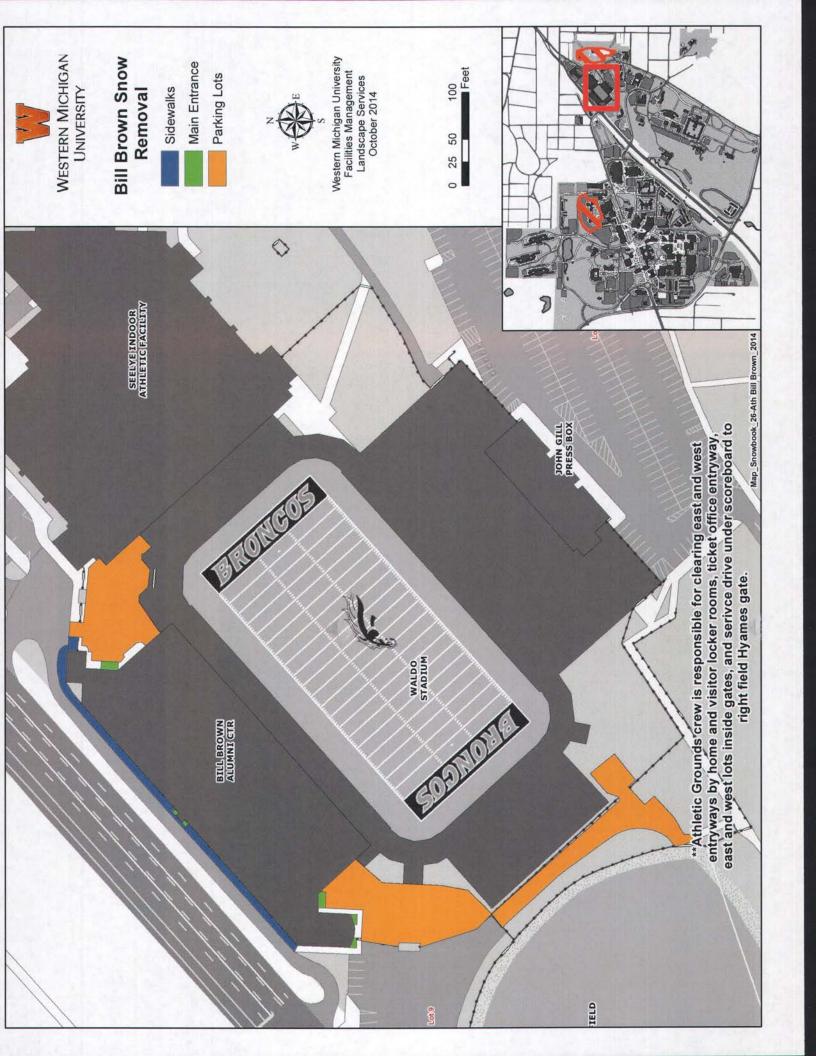
All Other Buildings

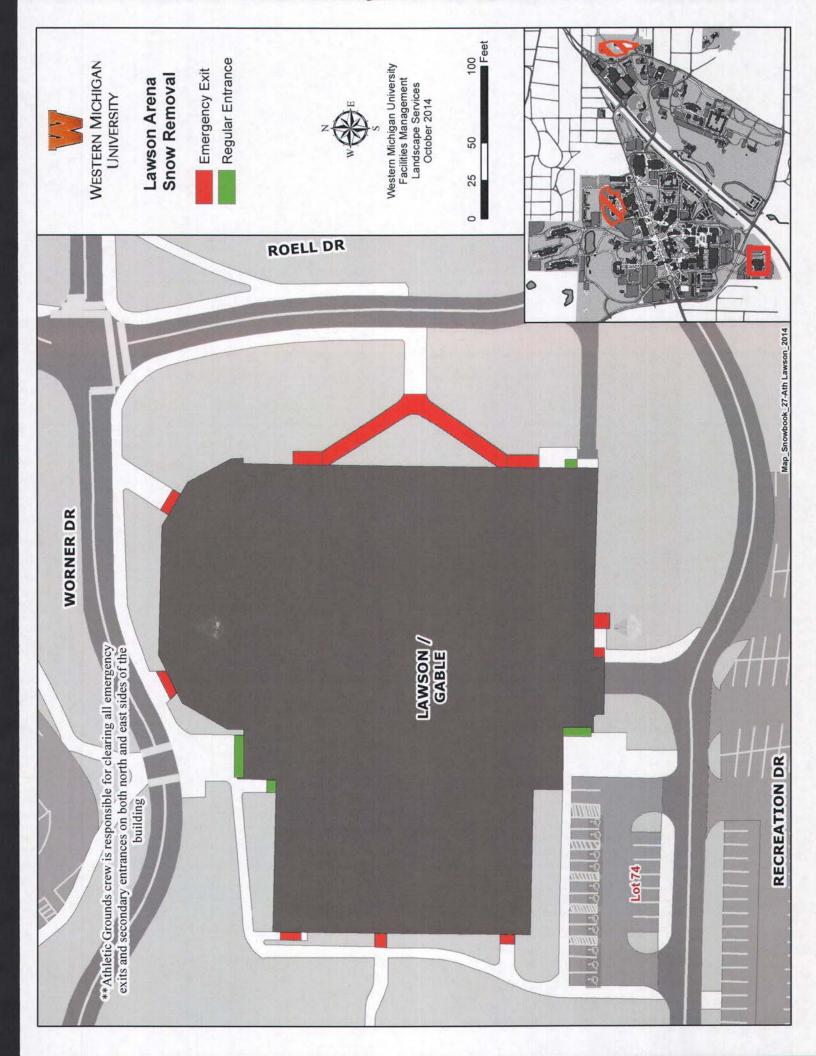
- Read Fieldhouse
- Bill Brown Alumni Football Center
- Seelye Center











North Region Sidewalk and Step Details



WMU Landscape Services
2014-15 Snow Book

WMU Landscape Services North Region SNOW REMOVAL ASSIGNMENTS 2014-15

Areas 20, 21 and 28:

- Goldsworth Valley I, II and III Residence Halls
- Goldsworth Valley Apartments
- Assist w/Sangren Hill Steps
- East side of Ellsworth ramp
- Assist other teams as requested

Area 22, 25, 29 and 23:

- The Oaklands
- Ad Building
- Kanley Chapel
- Waldo Library
- Computer Center
- Chemistry
- Sangren
- McCracken
- Bernhard Center
- Ellsworth, and west side ramp entrance
- Henry
- Assist other teams as requested

Areas 26 and 27:

- Draper
- Siedschlag
- French
- Zimmerman
- Davis
- Elmwood "A" Building
- Fieldhouse, SRC and DPS
- Assist w/Sangren Hill Steps
- ATM
- Assist other teams as requested

WMU Landscape Services North Region Area LM-100022, LM-100023, LM-100025, LM-100029 SNOW REMOVAL DUTIES Winter 2014-15

'Light' ice melt right up to the doors; NO ice melt on snow melt systems!

Areas 22, 23, 25, and 29:

- 1. The Oaklands
- Ad Building curved walk to Admissions, Ad Bldg walks, north entrance, east side access ramp, and half of steps, south and west entrances, Graduate College walk (before 8 a.m.)
- 3. Kanley Chapel front steps and access ramp
- Waldo Library far left set of steps, middle, far right, and access ramps, loading dock steps, all emergency doors, maintenance steps and doors
- 5. Computer Center monitor access walk off loading dock drive, right half of steps
- Chemistry Building east steps and access ramp, monitor 4 other entrances (west entrance has snow melt system)
- 7. Sangren east and west side access, north and south entrances, loading dock, all emergency exits
- McCracken north and south entrances and all overhang entrances, loading dock, all emergency
 exits
- 9. Bernhard Center 2 front entrances including access ramp and rear entrance to Bookstore
- 10. Half of the set of steps that lead from Lot 68 to the circle drive at the BC
- 11. Bronco Mall entrance
- 12. BC loading dock, including the access ramp
- 13. Henry Hall main entrance

Second Priority:

- 1. Kanley south and east entrances and remaining doors
- 2. Computer Center south entrance and loading dock
- 3. T-Comm entrance, north and south entrance off Trustee Fountain
- 4. Sangren all entrance and exits, including emergency exits
- 5. McCracken NE entrance, half of SE entrance

For half sets of steps - all snow shall be removed from handrail side (right side whenever possible)

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time. Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily
 for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that
 may cause a limb to droop, sag, and eventually break.

WMU Landscape Services North Region Area LM-100020, LM-100021 and LM-100028 SNOW REMOVAL DUTIES Winter 2014-15

Areas 20, 21 and 28:

- 1. Goldsworth Valley I, II, and III Residence Halls
- 2. Goldsworth Valley Apartments
- 3. West entrance to Ellsworth ramp, all entrances to north and east stairwells
- 4. All Ellsworth entrances
- 5. Two main entrances at the back of the Bernhard Center
- 6. Bernhard Center 2 front entrances including access ramp and rear entrance to Bookstore
- 7. Half of the set of steps that lead from Lot 68 to the circle drive at the BC
- 8. Bronco Mall entrance
- 9. BC loading dock, including the access ramp
- 10. Henry Hall main entrance
- 11. Step with rails that lead into Lot 68 and Lot 69
- 12. Sangren Hill Steps to Gilkison
- 13. ATM
- 14. East side of Ellsworth ramp
- 15. Ellsworth and west side ramp entrance
- 16. All other entrances/exits in area

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break. This is not a complete list of duties. Other duties may be assigned as deemed necessary by the supervisor.

WMU Landscape Services North Region Area LM-100026 and LM-100027 SNOW REMOVAL DUTIES Winter 2014-15

Areas 26 and 27:

- 1. Davis Hall main entrance
- 2. French Hall main entrance
- 3. Zimmerman Hall main entrance
- 4. Davis Hall, north end, including walks and steps to Zimmerman
- 5. Davis Dining Service loading dock area, including steps
- 6. Siedschlag hall main entrance and steps
- 7. Draper Hall main entrance
- 8. Steps that lead from Draper Hall to Waldo Library; keep open
- 9. Draper Dining Service loading dock area, including steps
- 10. All other entrances/exits of the buildings in this area
- 11. DPS, 511 Monroe; all entrances and exits
- 12. Fieldhouse north main entrance, steps off lower parking lot 16
- 13. SRC, all entrances, maintenance shop 7 entrance, dock and crosswalk
- 14. Sangren Hill Steps to Gilkison
- 15. ATM
- 16. East side of Ellsworth ramp

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services North Region ICE MELTER BARREL LOCATIONS Winter 2014-15

Valley II & III

2 - 1 behind guardrail on each set of steps between Lots #59 & #60

1 - at each main entrance

Valley I

1 - Dining Service Dock

1 - at each main entrance

Goldsworth Valley Apartments

1- in each laundry room (year-round)

Sangren Hill Steps

1 - top of stairs

1 - bottom of steps @ recycling trio

Henry Hall

1 - south side entrance, under porch

1 - west entrance by custodial door

1 - main entrance

Bernhard Center/Bronco Mall

1 - each entryway

1 - Bookstore

1 - President's Courtyard steps (west end of BC)

Ellsworth Hall

1 - main entrance

1 - north entrance

1 - west side

Parking Structure # 1

1 - pedestrian bridge

The Oaklands

1 - inside garage

Draper

1 - main entrance

1 - Dining Service area

1 - dock

Siedschlag

1 - main entrance

French

1 - main entrance

Zimmerman

1 - main entrance

1 - stairs @ courtyard

Chemistry Building

East entrance

Computer Center

South side, top and bottom of stairs

Waldo Library

2 - under clock (or 1 big one)

Telecommunications entrance

McCracken

Between building/top of the stairs overhang

Bottom of McCracken steps

Rec Center

Main entrances

North (loading dock), south, east, and west entries

Fieldhouse

East/west entrances

Loading dock

Administration Building

East entrance, access ramp

Front entrance/north

Back entrance/south

Loading dock

West entrance

Kanley Chapel

Inside the clock tower

Sangren

East entrance

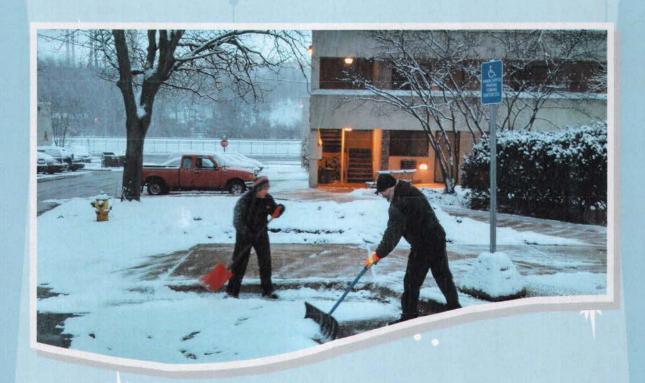
South middle (access) entrance

West entrance

511 Monroe

Main entrance

South Region Sidewalk and Step Details



WMU Landscape Services
2014-15 Snow Book

WMU Landscape Services South Region SNOW REMOVAL ASSIGNMENTS 2014-15

Area 11:

• 1201 and 1219 Short Road

Area 12:

- Campus Services
- Spindler
- Little Theatre
- Oliver Street
- Montague House

Area 13:

- Walwood
- Upholstery Shop
- Davis Street

Area 14:

- Physical Plant
- Vandercook
- Seelye Center

Area 29:

Stadium Drive Apartments

Area 41:

- EWB
- CHHS
- AT Building

Area 43:

Legacy Collection

Area 44:

BTR Parkway

Area 45:

CEAS West

Area 46:

CEAS East

WMU Landscape Services South Region Areas LM-100011, LM-100012, LM-100013, LM-100014, LM-100041, and 100043 SNOW REMOVAL DUTIES Winter 2014-15

* "LIGHT" ice melt right up to doors; NO ice melt on snow melt systems!

- President's Residence and Gilmore House @ 6 a.m. Make sure there is clearance for all doors. *No ice melt unless requested under overhang at Gilmore House and Pres Res entrances
- CHHS monitor all entrances (snow melt system in place), loading dock steps and walkway; allow no accumulation to hinder emergency doors (5 emergency exits and 2 maintenance exits)
- 3. Campus Services Building postal and main entrances; south door off of landscape garage; all emergency and secondary exits
- 4. EWB Custodial entrance and walk; Disability Services entrance; east entry walk and steps; north door by dumpster, and meters
- 5. Walwood Hall all walks, steps, and entrances before 8 a.m.
- 6. Montague House walk from parking lot to Oakland Drive front door
- 7. The Little Theatre half of front steps, access ramp, and walk before 8 a.m. Keep all emergency exits clear
- 8. Spindler Hall all entrances and exits
- 9. Physical Plant all entrances and exits
- 10. Seelye Center -Both NE entrance and Oakland Drive entrance
- 11. Zhang Legacy Collection: *snow melt at main entrance* clear all other doors including emergency fire doors; 8 total doors

For half sets of steps - all snow shall be removed from handrail side (right side whenever possible)

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time. Many
 of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup that
 may cause a limb to droop, sag, and eventually break.
- Make sure salt containers are full for weekend.

WMU Landscape Services South Region Area LM-100029 SNOW REMOVAL DUTIES Winter 2014-15

Area 29:

1. Stadium Drive Apartments

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services South Region Area LM-100045 SNOW REMOVAL DUTIES Winter 2014-15

West Wing:

- 1. 7 doors that include emergency doors
- 2. 6 parking ramp and stairwell exits; upper and lower decks
- 3. 1 overhead door; push snow away from door

Lot P-6, Paper Pilot Manager's office:

1. 2 doorways

Power Plant:

- 1. 2 doors
- 2. 2 overhead doors; push snow away from doors

Paper Pilot Plant:

- 1. 3 doors
- 2. 2 overhead doors; push snow away from doors

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services South Region Area LM-100046 SNOW REMOVAL DUTIES Winter 2014-15

CEAS East:

1. Main entrance; main set of doors; shovel around charging station

East Wing:

- 1. 7 doors
- 2. Parking ramp stairwell exits
- 3. 8 overhead doors; push snow away from doors

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services South Region ICE MELTER BARREL LOCATIONS Winter 2014-15

President's Residence

On the support truck;
No salt around entrances unless instructed

Gilmore House North courtyard

Campus Services
South entrance

East entrance by loading dock

Walwood

Main entrances, north West entrance

The Little Theatre

East entrance

Physical Plant
North Grounds entrance

West entrance

Spindler

Two main entrances Back patio Top of Lot #10 stairs

EWB Building

North entrances East entrance West entrance **CHHS**

Loading dock

Zhang Legacy

Loading dock

Montague House

Oakland Drive entrance

Stadium Drive Apartments

4 barrels - 1 at each entrance to courtyard

CEAS

1 barrel at each loading dock On the support truck

Melting agent in containers will be kept free from crusting and caking.

Make sure barrels have scoops.

West Region Sidewalk and Step Details



WMU Landscape Services
2014-15 Snow Book

WMU Landscape Services West Region SNOW REMOVAL ASSIGNMENTS 2014-15

Area 30:

- Elmwood Apartments
- · Steps to Elmwood 'K' Bldg, near dumpster
- Moore Hall, front and back entrances including bus stop
- Ernest/Smith Burnham, steps entrances and curb cuts
- Access path between Moore and Smith Burnham

Areas 31 and 34:

- Faunce Student Services
- Kohrman Hall
- Haenicke/Wood Halls
- Dalton Center, including north Dalton, loading dock
- Lee Honors College
- Rood Hall/Everett Tower

Areas 32 and 33:

- Miller Auditorium
- RCVA (Richmond Center for the Visual Arts)
- Knauss Hall
- Amphitheater
- Friedmann Hall
- Dunbar Hall
- Shaw Amphitheater area
- Gilmore Theatre Complex
- Brown Hall, loading dock
- Miller loading dock
- Sprau Tower
- Lawson Ice Arena
- Pedestrian Bridge steps to Western Avenue

Areas 35 and 37:

- Schneider Hall
- Fetzer Center
- · The Children's Place and Disabled Student Services
- Sindecuse Health Center
- Wesley Foundation

Areas 36 and 38:

- Trimpe Building
- Parking Services
- Office for Sustainability
- Welborn Hall
- Wilbur Street Bus Stop
- WVA I and II

WMU Landscape Services West Region Area LM-100030 SNOW REMOVAL DUTIES Winter 2014-15

Area 30:

- Elmwood Apartments, Buildings 'B' through 'Q' includes all sidewalks, steps, entrances and curb cuts
- Steps to Elmwood 'K' Building near dumpster
- 3. Moore Hall front and back entrances, including bus stop
- 4. Ernest and Smith Burnham includes sidewalks, steps, entrances, and curb cuts
- 5. Access path between Moore and Smith Burnham

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services West Region Areas LM-100031 and LM-100034 SNOW REMOVAL DUTIES Winter 2014-15

- 1. Faunce Student Services access ramps and main entrance
- 2. Faunce Student Services Kiva entrances on lower level
- 3. Faunce Student Services SE corner, inner stairwell exits; SW corner, loading dock entrance and inner stair exit
- 4. Kohrman Hall
- 5. All entrances to Wood and Haenicke Halls
- 6. Dalton Center loading dock walkway and SW access entrance and curb cuts
- 7. Lee Honors, all entrance and exits
- 8. Rood/Everett Tower all entrances and exits

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services West Region Areas LM-100032 and LM-100033 SNOW REMOVAL DUTIES Winter 2014-15

Areas 32 and 33:

- 1. Knauss Hall -north side steps, west side access ramp and steps, and south Amphitheater steps
- 2. Amphitheater steps
- 3. Amphitheater steps and walks from West Shaw Lane into Amphitheater
- 4. Miller on event nights only; verandah area steps and exits, exits on east and west side
- 5. Richmond Center for the Arts (RCVA)
- 6. Friedmann dock steps
- 7. Dalton Center all entrances, exits, and loading dock
- 8. Dunbar loading dock
- 9. Brown Hall all entrances and exits, including loading dock

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup
 that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services West Region Areas LM-100032 and LM-100033 SNOW REMOVAL DUTIES Winter 2014-15

Area 32 and 33:

- 1. Steps leading from west Miller entrance to Plaza
- 2. Shaw amphitheater area, Miller and Shaw exits
- 3. Mini plaza Miller/Shaw/Brown patio
- 4. Miller, event nights only: verandah area steps/exits, west side exits, Green Room entrance
- 5. Gilmore Complex east entrance access ramp and main door
- 6. Walkways at Miller and loading docks
- 7. Lawson Ice Arena steps from Lot 63 to Worner Drive
- 8. Lawson Ice Arena steps on west side, including access ramps
- 9. Lawson Ice Arena north and south main entrances, including Gabel Pool entrance
- 10. Pedestrian Bridge steps to Western Avenue

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services West Region Area LM-100033 SNOW REMOVAL DUTIES Winter 2014-15

Area 33:

- 1. Lawson Ice Arena steps from Lot 63 to Worner Drive
- 2. Lawson Ice Arena steps on west side, including access ramps
- 3. Lawson Ice Arena north and south main entrances, including Gabel Pool entrance
- 4. Pedestrian Bridge steps to Western Avenue

5.

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed, each set of steps listed will be checked daily for ice build-up and/or drifted snow, and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Melting agent in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice build-up that may cause a limb to droop, sag, and eventually break.

WMU Landscape Services West Region Areas LM-100035 and LM-100037 SNOW REMOVAL DUTIES Winter 2014-15

- 1. Schneider Building curb cuts to access parking
- 2. Fetzer Center all entrances, curb cuts to access parking
- 3. Children's Place front entrance, lower entrance, and steps leading to Lot 40
- 4. Center for Disability Services, front entrance
- 5. Sindecuse Health Center emergency entrance
- 6. Sindecuse Health Center main entrance
- 7. Sindecuse Health Center rear entrance and loading dock steps, including access ramp
- 8. Wesley Foundation east main entrance and steps

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time. Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup that may cause a limb to droop, sag, and eventually break.

This is not a complete list of duties. Other duties may be assigned as deemed necessary by the supervisor.

WMU Landscape Services West Region Areas LM-100036 and LM-100038 SNOW REMOVAL DUTIES Winter 2014-15

- 1. Parking Services steps, walks, and access ramps
- 2. Trimpe Building all entrances, and half of steps in SE corner of Lot #100
- 3. Welborn all entrances and exits
- 4. Wilbur Street Bus Stop
- 5. Office for Sustainability main and west entrances
- 6. WVA I and II, including clubhouse

Duties include in order of priority:

- All access ramps will be determined each season and done according to anticipated use time.
 Many of these will be #1 priority as determined.
- Check all crosswalks throughout the day and keep them clear and navigable especially for our disabled population.
- If and when this list (access ramps) has been completed; each set of steps listed will be checked daily for ice buildup and/or drifted snow; and chipped, shoveled, or salted as necessary.
- Monitor all entrances according to your area of responsibility per area maps.
- Trash removal will be next priority as needed, and only if steps and ramps are clear of ice and snow.
- Drains and gutters in streets and lots shall be kept clear so melting ice and snow will not form puddles.
- Salt in containers will be kept free from crusting and caking, keep properly fitted lids in place.
- All shrubs and trees should be checked for ice and snow damage, i.e., broken limbs or ice buildup that may cause a limb to droop, sag, and eventually break.

This is not a complete list of duties. Other duties may be assigned as deemed necessary by the supervisor.

WMU Landscape Services West Region ICE MELTER BARREL LOCATIONS Winter 2014-15

Miller Auditorium

East entrance

Main entrance

Loading dock

Gilmore Theater Complex

South main entrance

North main entrance

Friedmann

Upper amphitheater entrance

Lower part of amphitheater

Knauss

N/NE corner (amphitheater entrance)

Dalton

North loading dock door

Kohrman

North main entrance

East access entrance

South entrance

West, two doors

Loading dock

Trimpe Building

North entrance

East entrance

Brown Hall

South entrance

East entrance

Loading dock

Office for Sustainability

Main entrance

Welborn

Main entrance

Faunce Student Services

Main entrance

Parking Services

Main entrance

Rood/Everett

Under crosswalk

Northeast entrance

North Storage Shed

Ice Melter

Lee Honors College

Main entrance

Sindecuse Health Center

Main entrance

Back entrance (5 gallon pail, left inside)

Schneider Hall

Circle drive, main entrance

Loading dock

West side entrance by access parking

Fetzer Center

Dock

Wood Hall

South entrance

Access entrance adjoining Haenicke Hall-

(NW corner)

North entrance

Moore Hall

Front entrance

Rear entrance by dock

Ernest Burnham

In pines left of main entrance along walk

Main entrance

Steps in raised bed at loading dock area

Smith Burnham

Door #10 by Moore food tube, in pines

Main entrance

Lawson

Front entrance

ProShop entrance

Lot 63, Worner Drive steps

Western View Apartments

End of each building

Top of steps

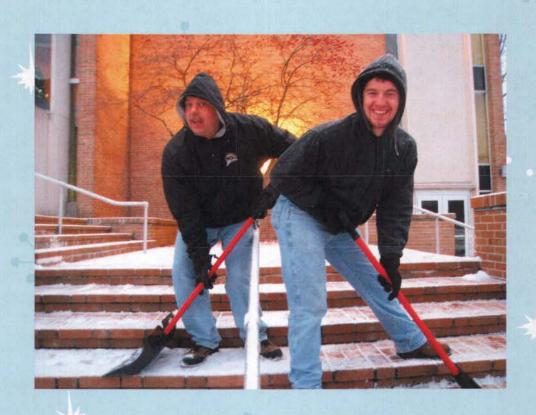
Bottom of steps

Elmwood Apartments

Buckets at one end

Bags at other end

Special Needs



WMU Landscape Services
2014-15 Snow Book

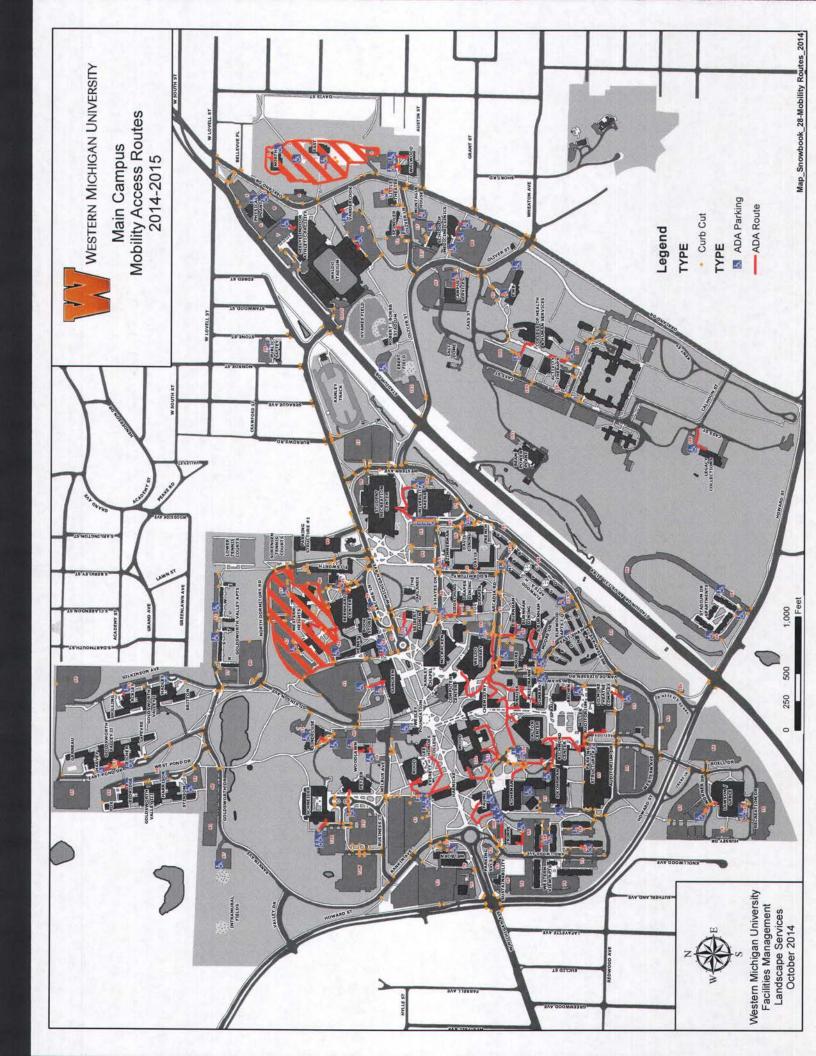
WMU Landscape Services Disabled Needs Monitored

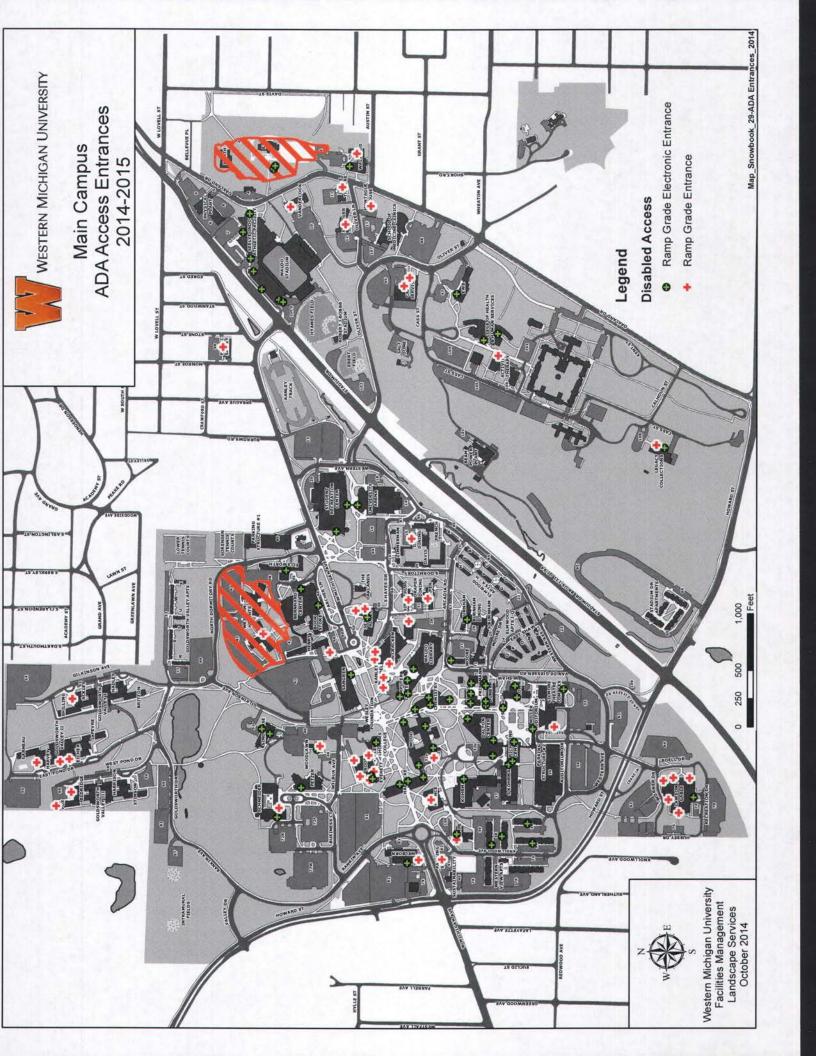
A notice has been sent out by Disabled Student Resources and Services (7-2116), asking for information from disabled students. Students are encouraged to contact their office with schedules and routes, which we can incorporate into our snow removal plans.

For those that respond, we can ascertain routes which we clear and keep accessible. If several students are using different entrances to the same building, we can assure them one specific entry will be kept clear for them, if they will use it instead.

Accessible building entrances have been identified and are monitored and treated throughout the day for problems. The following pages include a map of the accessible building entrances.







WESTERN MICHIGAN UNIVERSITY



Landscape Services Facilities Management Department

31 October 2014

TO:

Western News

FROM:

Tim Holysz, Director Landscape Services

SNOW AND ICE REMOVAL FOR WMU CAMPUS

Winter hours will soon begin for snow removal crews at Western Michigan University. Plow schedules cover snow and ice removal activities 24 hours a day, seven days a week.

The magnitude of this undertaking is not small. Twenty-six and a half lane miles of roads, over 120+ acres of parking, 39 miles of walks, 200,000 square feet of steps, ramps, and hundreds of doorways have to be plowed, shoveled, scraped, and de-iced every time it snows. Even when it does not snow, our freeze/thaw conditions create special ice management challenges on all of the above listed surfaces.

Providing there is not a major storm, most areas will be clear of snow and ice prior to students, faculty, and staff arriving on campus each day. Various steps around the campus that are deemed to be a convenience rather than a necessity are closed for the winter. This allows the crews to concentrate on major access areas and provide better service for ice and snow removal.

Students, faculty, and staff members with special needs when it comes to mobility on campus during the ice and snow season should call Landscape Services at 387-8557. Schedules can be adjusted to accommodate needs.

Any snow removal needs/requests for special activities and/or weekend events should be relayed to the Landscape Services Office at 387-8557. Please give us advance notice of the event so we can plan and schedule accordingly.

Western has contracted with KLS for street and parking lot snow removal this year. Any questions or concerns after normal business hours should be directed to the University Police at 387-5555.

WMU Landscape Services Weekend Snow Removal Needs

For the weekend of _____

PRIORITY:		
1. Police Station, 511 Monroe - Lot 98 a	and main entrance: Open 24/7-365!	
2. Pres Res & Gilmore House - drives/p	arking lots/entrances - do AFTER 9 a.m.	. unless there are events!
Fri eve.:	Sat:	Sun:
3. Bernhard Center and Bronco Mall - L	ots 48, 45, 44, 68, 69 and steps @ Bronc	o Mall and to Henry lot.
Fri eve:	Sat:	Sun:
Visitor Venues:		
1. Miller Auditorium (for scheduled eve	nts) - Lots 33, 34, 35, all doors, entrance	s/steps; and steps off parking ramp
Fri eve:	Sat:	Sun:
2. Gilmore Theatre (for scheduled event	s) - Lots 33, 34, 35, all doors, entrances/s	steps; and steps off parking ramp
Fri eve:	Sat:	Sun:

WMU Landscape Services Weekend Snow Removal Needs

Visitor Venues, continued		
3. Dalton Center (for scheen	duled events) - Lots 32 and 35; NE e	ntrance, pedestrain bridge, main entrance, SW access
entrance		
Fri eve:	Sat:	Sun:
4. The Little Theatre (for s	cheduled events) - Lot 11, entrances,	walks, and steps, and fire exits
Fri eve:	Sat:	Sun:
5. Fetzer Center - Lot 72F		
Fri eve:	Sat:	Sun:
Athletics:		
1.Student Rec Center (for	scheduled events) - main doors (NS)	EW) only; Lots 29, 13, 18, 14, 16

WMU Landscape Services

	Weekend Snow R	emoval Needs
Athletics, continued:		
		de; and Lots 29, 13, 18, 14, 16, and 102. Lot 10 for
shuttle bus and Lot 9 - T		
Fri eve:	Sat:	Sun:
3. Lawson - North and s	outh main entrances & steps to Lot 63	; and Lots 63, 75, 74, 70, 64, 92
Fri eve:	Sat:	Sun:
MAIN CAMPUS:		
1. Sangren - Lot 41, east	/west entrances, and middle access ent	rance by 7 a.m. Saturday for classes
2. Sangren Hill steps - V	VMU Grounds	
3. Kanley Chapel loadin	g dock access drive from Wilbur to Ka	nley & UCC docks before 8 a.m. on Sunday
4. Computer Center - ste	ps down to Chemistry; loading dock d	rive and access walk off of drive
DATE OF THE PARTY OF THE PARTY OF		ap, and book drop by 9 a.m. Saturday & Sunday
MIN SHAPESSAN VASSANCE COMPANIES	ces - WIDR/ Kiva entrance - WMU G	
	drive and drive to the garage, and fron	
	eps between Ad Building and The Oal	
	IU Grounds; parking lot only	
East Campus		
1. Homer Stryker School	ol of Medicine - Lots 17, 88, and 107	

4. Spindler Hall - Lot 12 - Open and occupied throughout all semesters and breaks, including winter closure

Sat:

Fri eve:

5. Montague House - North and south entrance, walk and steps; lot 96 and north entrance by 9 a.m. Saturday only

Sun:

WMU Landscape Services Weekend Snow Removal Needs

- 6. Seelye Center all entrances, including Oakland Drive; Lot 7 by 8 a.m. Saturday and Sunday
- 7. Legacy Center

DOSA:

1. Campus Apartments - walks, steps, and lots @ Elmwood, GVA, WVA I and II, and SDA; and Residence Halls in the 2014-15 Snow Book.

Note: Buildings are not necessarily listed in order of priority.

Other Events/Notes: Fri eve:	Sat:	Sun:	Tribut and all
	Sut.		
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On-Call Supervisor Contact Information:

Aaron Dykstra 615-2908 Cell

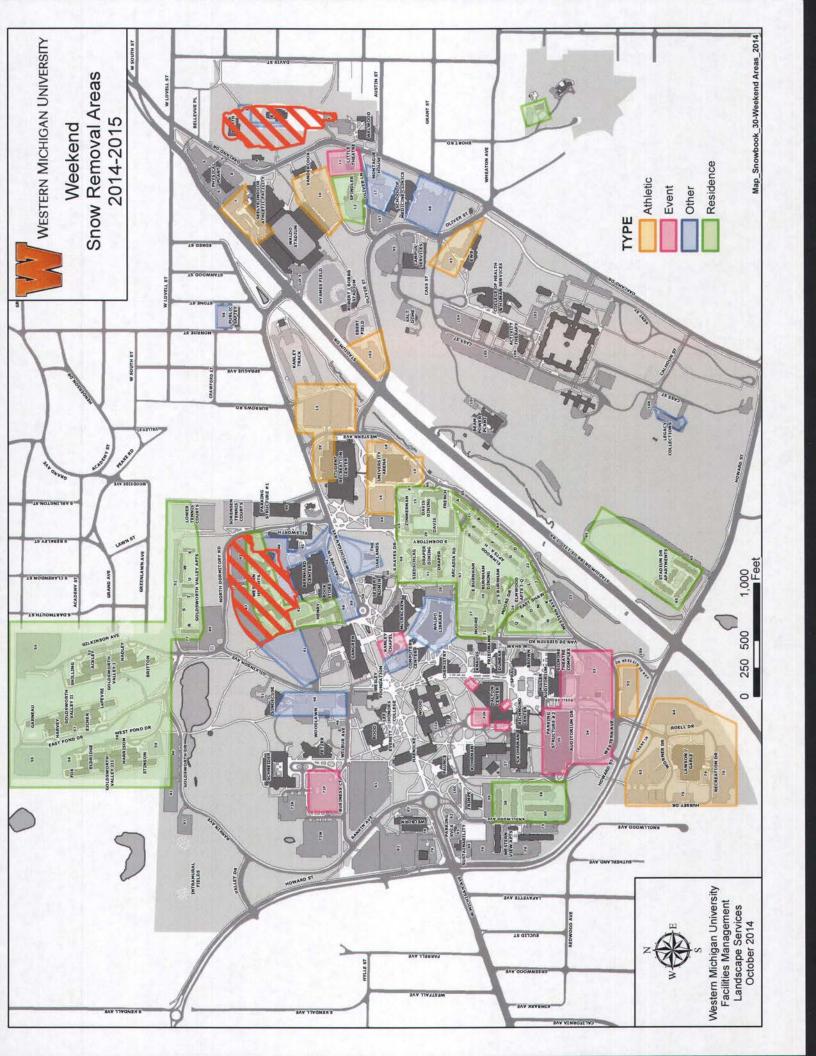
Darrell Junkins 744-0345 Cell • 963-5921 Home

Steve Root 377-6570 • 978-4611 Home

Tom Sauber 998-1846 Cell

Jim Haun 207-2779 Cell • 668-3403 Home

Tim Holysz 207-5930 Cell • 343-2124 Home • 387-8582 Office



WMU Landscape Services SUPERVISOR WEEKEND "ON CALL" SCHEDULE

Winter 2014-15

Streets & Parking Lots

- 1. Tom Sauber, Manager Special Projects 998-1846 Cell
- 2. Tim Holysz, Director Landscape Services 207-5930 Cell 343-2124 Home
- 3. Captain Carol Dedow, Parking Services 998-0353 Cell

Walks, Steps, & Building Entrances

December 6 & 7	Steve Root
December 13 & 14	Darrell Junkins
December 20 & 21	Aaron Dykstra
Dec 22 through Jan 1	Tim Holysz

January 3 & 4	Aaron Dykstra
January 10 & 11	Darrell Junkins
January 17 & 18	Steve Root
January 24 & 25	Aaron Dykstra
January 31 & Feb 1	Darrell Junkins

February 7 & 8	Steve Root
February 14 & 15	Aaron Dykstra
February 21 & 22	Darrell Junkins
Feb 28 & March 1	Steve Root

March 7 & 8	Aaron Dykstra
March 14 & 15	Darrell Junkins
March 21 & 22	Steve Root
March 28 & 29	Aaron Dykstra



Phone Numbers

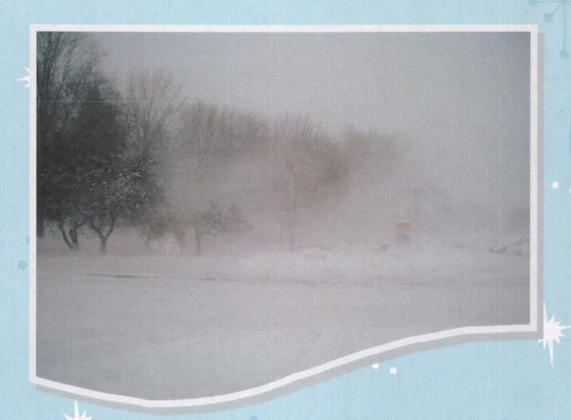
Aaron Dykstra, North Region Supervisor Steve Root, South Region Supervisor Darrell Junkins, West Region Supervisor *Jim Haun, Athletic Grounds Supervisor

615-2908 Cell 377-6570 Cell 978-4611 Home 744-0345 Cell 963-5921 Home 207-2779 Cell 668-3403 Home

*For Athletic Events Only



Emergencies



WMU Landscape Services
2014-15 Snow Book

Closure Call List

Name	1 st choice	2 nd choice
Peter Strazdas	327-4478 (h)	207-7705 (c)
Tim Holysz: consults weather forecasting and current condition reports, monitors surrounding area conditions and the campus conditions and repots to VP Van Der Kley	207-5930 (c)	343-2124 (h)
Jan Van Der Kley: confers with President Dunn/Provost re campus conditions (seeks info from P/S and Sindecuse, as needed) and decision is made. Contacts Cheryl Roland, Public Safety, Pete Strazdas, Steven Gilsdorf and senior administrative staff if University is CLOSED	629-3185 (h)	806-1915 (c)
President Dunn	337-3429 (h)	929-0319 (c)
Tim Greene	544-0347 (h)	823-3244 (c), 426-0605 (c)
Cheryl Roland: Receives call from VP Van Der Kley on closure. Contacts media, updates WMU webpage and information line	979-9668 (h)	217-3619 (c)
Dispatch @ Public Safety: notified of closure and also available for input on closure decision; provides security of buildings on Card Access Systems	387-5555	
Ann Cox	323-3907 (h)	998-1300 (c)
Diane Anderson	998-1822 (c)	
Daniel Litynski	383-7185 (h)	998-3562 (c)
Carol Hustoles	324-8191 (h)	998-0550 (c)
Jim Thomas	599-7688 (c)	
Jim Gilchrist	349-7397 (h)	615-6355 (c)
Greg Rosine	207-4484 (c)	349-3358 (h)
Betty Kocher: notifies Trustees	344-1628 (h)	377-9936 (c)

⁽h)= home phone, (c)= cell phone

WMU Landscape Services EMERGENCY CALL NUMBERS

PHONE LIST



Home Phone	Cell Phone
343-2124	207-5930
n/a	998-1846
963-5921	744-0345
978-4611	377-6570
n/a	615-2908
668-3403	207-2779
n/a	998-0353
	343-2124 n/a 963-5921 978-4611 n/a 668-3403

Outdoor Emergency Conditions:

Snow removal, street repairs, walks repairs, storm drains, barricading, fallen trees, flooding, and conditions that could cause personal injury.

Contact Information:

All of the above supervisors may be reached during and after regular working hours (6 a.m. to 2:30 p.m.) via their cell phones. Please refer to the attached Supervisor "On-Call" List to determine who is on duty.

The On-Call Supervisor, once contacted, will assume full responsibility for handling the emergency. He/she will determine if immediate action is necessary. He/she will inform the University Police what will be done. Once this decision is made, he/she will then attempt to contact the appropriate people using the employee emergency call-in list. If he/she is unable to contact anyone, the supervisor will either personally take care of the problem or supervise the work of an outside contractor to resolve it.



WMU Landscape Services GARAGE VEHICLE MECHANIC EMERGENCY CALL-IN SEQUENCE Winter 2014-15

1. Call Supervisor first - Jeff Alexander

372-7573 Home 217-0528 Cell

If the supervisor is not available, call in the following sequence:

2. Bill Emmert	Home 668-4376 / Cell 760-6795 (Mattawan)
3. Mike Walenga	Only has a cell phone 998-3581 (Kalamazoo)
4. Mike Ambs	Home 692-3182 / Cell 720-7750 (Plainwell)

Note:

The call for mechanic assistance must be made by a Manager, Supervisor, or other University Management Representative. Garage personnel have been instructed to respond only to those calls.

If neither the Garage Supervisor nor the Transportation Services Manager can be reached and a mechanic is called-in directly, the Garage Supervisor is to be notified the next morning of the circumstances of the call-in.

As an alternate, if all of the above cannot be contacted, Robert Purk is licensed and qualified to work on our equipment. His phone number is

269-679-2672 (Schoolcraft).



WMU Landscape Services **Snow Removal Contact Numbers** City of Kalamazoo, Kalamazoo County, and WMU Winter 2014-15

City of Kalamazoo:

Bob McClenney, 337-8766 Office Field Services Manager 552-9711 Home

998-6430 Cell

Office Fax Number 337-8533

Kalamazoo County:

Joanna Johnson, 381-3171 ext 220 Managing Director

Tom Hohm. **Engineer Director**

381-3171 ext 221

Main Office 381-3171 Office Fax Number 381-1760

WMU Landscape Services:

Tim Holysz, 387-8582 Office Director 343-2124 Home

207-5930 Cell

Tom Sauber, 387-8503 Office Manager 998-1846 Cell

Office Fax Number 387-8440





KLS FAX

Kalamazoo Landscape Supplies 5111 South 9th Street, Kalamazoo, MI 49009

Web Site www.klsupplies.com

E-Mail info@klsupplies.com

Phone 269-375-8000

KLS Employee Phone Numbers:

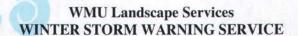
DJ Richmond	Per Mbl	269-779-3065 269-806-7666	Snow account leader -1st call evening needs & Salt Contact
Claude McClurg	Mbl	269-377-9257	Day salt truck driver - daytime Salt Contact / Backup Ramps
Dan Townsend	MbI	269-720-8032	Loader Operator / Backup salt truck driver - (no call)
Bobby Oxford	Mbl	269-217-3192	Primary evening salt truck driver - (no call)
Allen Glasscock	Mbl	269-744-4706	Loader operator
Mike McKee	Mbl	269-744-4500	Loader Operator & Backup Salt Driver - (no call)
Don Collier	Mbl	269-615-7319	Loader Operator - Ramps
Mike McKee Sr.	Mbl	269-615-7486	Loader Operator
Mike VanDuine	Mbl	269-251-2412	Loader Operator
Brad Larson	Mbl	269-720-9390	Loader Operator
Ryan Russell	Mbl	269-491-6329	Loader Operator
Bill Bloem	Mbl	269-547-5011	Loader Operator
Steve Geresy	Mbl	269-744-4999	Loader Operator
141 O O#			
KLS Office		269-375-8000	

269-375-8078

Resources



WMU Landscape Services
2014-15 Snow Book



We have again subscribed to a storm warning service this winter. The vendor for this year's service is Accu-Weather, Inc. in State College, Pennsylvania.

Attached is a sample form that the service uses and an explanation of the various parts of the document. In many cases we will receive just side two of the form which is a "Special Statements" information release.

Due to the fact that Accu-Weather operates 24 hours a day, they have been given Public Safety's phone and fax numbers as contact numbers for the University. During regular work hours, DPS can notify the Landscape Services Office of the arrival of a weather fax at 387-8557; after hours or on weekends, when an alert or special statements form is received, the police dispatcher on duty will inform the snow crew, and/or the WMU Contract Administrator (see names and numbers below).

Tom Sauber 998-1846 cell

Tim Holysz 343-2124 home

207-5930 cell

Capt. Carol Dedow 998-0353 cell

The snow crew will use the above phone list also, if it is necessary to contact a supervisor, and one is not on campus, about the storm warning information.

The reports received from the dispatcher will be distributed from the Landscape Services Office as follows:

Vice President VanderKley 7-2356 Fax Power Plant 7-8687 Fax KLS, Street/Lot Snow Removal Contractor 375-8078 Fax



TKYGUARD STEADY SNOW WARNING 1735 repared exclusively for Western Michigan University

Start Time: Mon, 02/17/2014, 02:00 PM EST Expire Time: Mon, 02/17/2014, 11:00 PM EST

Locations:

Kalamazoo, MI

Conditions:

Steady Snow

Comments:

A couple of snow showers will occur this morning, but most will not accumulate. Steadier snow will begin around midday, with the heaviest snow between 3pm and 8pm.

Total Snow Accumulation: 3-6 inches.

Snow Probability Potential: 100% chance of 2" or more. 70% chance of 4" or more. 30% chance of 6" or more.

Snow Type:

Untreated Road Conditions: Main roads: Snow Covered. Secondary roads: Snow Covered.

Heavy Snow Will Begin: 3pm Monday

Sheavy Snow Will End: 8pm Monday

High Monday: 25. Low Monday Night: 20.

Contact:

If you have weather-related questions, please call (814) 235-8721.

Your AccuWeather SkyGuard Meteorologist is Stephen Travis.

Issued Time: Mon, 02/17/2014, 05:49 AM EST Copyright 2014 AccuWeather Enterprise Solutions, Inc.

WMU Landscape Services ICE CONTROL CHEMICALS Winter 2014-15

Bulk salt for parking lots and streets is kept in the salt dome behind the Campus Services Building. We have already taken shipment and stored 1,000 tons of salt (NaCL) through "early fill" contract 071B130038. If needed, more salt can be purchased from the "seasonal back-up" contract #071B300341 through the State of Michigan. The supplier this year for both early fill and seasonal back-up is:

COMPASS AMERICA, INC.
(North American Salt Company)
Highway Sales Department
900 West 10th Street
Suite 600
Overland, KS 66210

Contact Person: Patrick Heenan 800-323-1641

We are using Ice-Trax Ice Melter for steps and access ramps. It is purchased from PB Gast & Sons, Inc. (Bob Tieche; 616-481-7059)

We are also using beet juice and natural brine. GeoMelt® and natural brine is purchased from Road Solutions, Inc. (317-432-0842; Rod Waltman), and/or Advance Dust Control (517-372-3022; Dave Barr)



STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT
P.O. BOX 30026, LANSING, MI 48909
OR
530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 5

to

CONTRACT NO. 071B1300338

between

THE STATE OF MICHIGAN

and

NAME & ADDRESS OF CONTRACTOR:	PRIMARY CONTACT	EMAIL		
The Detroit Salt Company	Martha Geyer	mgeyer@detroitsalt.com		
12841 Sanders	TELEPHONE	CONTRACTOR #, MAIL CODE		
Detroit, MI 48217	(313) 841-5144			

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
CONTRACT COMPLIANCE INSPECTOR	MDOT	Tim Croze	517-322-3385	Crozet@michigan.gov
BUYER	DTMB	Lymon Hunter	517-284-7015	hunterl@michigan.gov

	CON	TRACT SUMMARY:	
DESCRIPTION: Salt, Bull	k Salt, Early Fill - Mic	higan Department of	Transportation
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
September 1, 2011	August 31, 2016	2, one year	August 31, 2016
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
N/A	Delivered and Unloaded	Per the attached terms and conditions	Various
ALTERNATE PAYMENT OPTI	ONS:		AVAILABLE TO MIDEAL PARTICIPANTS
☐ P-card ☐ D	irect Voucher (DV)	Other	⊠ Yes □ No
MINIMUM DELIVERY REQUIR	EMENTS:		
N/A		The state of the s	

EXPIRATION DATE
N AFTER CHANGE
August 31, 2016
E CONTRACT VALUE:
.0
GAT 304.2

Effective September 1, 2014, the Drop Points for 2014/2015 Road Salt Year are per the attached spreadsheets. This Contract is also INCREASED by \$1,541,179.50. All other terms, conditions, specifications, and pricing remain the same. Per agency and vendor agreement, DTMB Procurement approval, and the approval of the State Administrative Board on June 30, 2011.

RANDY WILLIAMS - DISPATEN - 313-600-2744 - WK OF 2674

Early Fill-2014/2015 Road Salt-Local Units of Government-Southwest Region DETROIT SALT COMPANY

Item	County	Org. Name	Drop Point Address	City	State	Zip	Org. Phone	Early Delivery	Price
1	Kalamazoo	VICKSBURG, VILLAGE OF	210 N. Main Street	Vicksburg	МІ	49097	(269) 649- 1919	150	\$63.81
2	Kalamazoo	PARCHMENT, CITY OF	300 Maple	Parchment	MI	49004	(269) 720- 3463	150	\$63.81
3	Kalamazoo	WESTERN MICHIGAN UNIVERSITY	1201 Oliver Street - Salt Dome	Kalamazoo	MI	49008	(269) 387- 8800	1000	\$63.81
4	Kalamazoo	PORTAGE, CITY OF	7719 S. Westnedge Ave.	Portage	MI	49002	(269) 324- 9284	3600	\$63.81
5	Kalamazoo	KALAMAZOO, CITY OF	1415 HARRISON	KALAMAZOO	MICHIGAN	49007	(269) 337- 8443	2000	\$63.81
6	Kalamazoo	KALAMAZOO VALLEY COMM COLLEGE	6767 West O Ave.	Kalamazoo	MI	49003	(269) 488- 4305	50	\$63.81
7	Kalamazoo	SCHOOLCRAFT, VILLAGE OF	498 E. Cass	Schoolcraft	Michigan	49087		50	\$63.81

7000

Form No. DTMB-3521 (Rev. 4/2012)
AUTHOFITY: Act 431 of 1984
COMPLETION: Required
PENALTY: Contract change will not be executed unless form is filed

STATE OF MICHIGAN
DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
PROCUREMENT
P.O. BOX 30026, LANSING, MI 48909
OR
530 W. ALLEGAN, LANSING, MI 48933

CHANGE NOTICE NO. 5

to

CONTRACT NO. 071B1300341

between

THE STATE OF MICHIGAN

and

NAME & ADDRESS OF CONTRACTOR:	PRIMARY CONTACT	EMAIL
North American Salt Company	Patrick Heenan	heenanp@compassminerals.com
Highway Sales Department	TELEPHONE	CONTRACTOR #, MAIL CODE
9900 West 10 th Street, Suite 600 Overland, KS 66210	(800) 323-1641	

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
CONTRACT COMPLIANCE INSPECTOR		Tim Croze	517-322-3385	crozet@michigan.gov
BUYER	DTMB	Lymon Hunter	517-284-7015	hunterl@michigan.gov

	CONT	TRACT SUMMARY:	
DESCRIPTION: Salt, Bull	k Salt, Seasonal Back	Up- Michigan Depart	ment of Transportation
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
September 1, 2011	August 31, 2016	2, 1 Yr. Options	August 31, 2016
PAYMENT TERMS	F.O.B	SHIPPED	SHIPPED FROM
½% 10 Net 30 Days	Delivered and Unloaded	Per the attached terms and conditions	Various
ALTERNATE PAYMENT OPTI	ONS:		AVAILABLE TO MIDEAL PARTICIPANTS
☐ P-card ☐ D	irect Voucher (DV)	Other	⊠ Yes □ No
MINIMUM DELIVERY REQUIR	EMENTS:		
N/A			

DESCI	RIPTION OF CHANGE NO	TICE:	
EXERCISE CONTRACT OPTION YEAR(S)	EXTENSION BEYOND CONTRACT OPTION YEARS	LENGTH OF OPTION/EXTENSION	EXPIRATION DATE AFTER CHANGE
			August 31, 2016
ST OF CHANGE NOTICE:	ESTIMATED	REVISED AGGREGATE C	ONTRACT VALUE:
11,478,399.00		\$37,377,850.00	
	EXERCISE CONTRACT OPTION YEAR(S)	EXERCISE CONTRACT EXTENSION BEYOND CONTRACT OPTION YEARS ST OF CHANGE NOTICE: ESTIMATED	OPTION YEAR(S) CONTRACT OPTION YEARS OPTION/EXTENSION ST OF CHANGE NOTICE: ESTIMATED REVISED AGGREGATE C

Effective September 1, 2014, the Drop Points for the 2014/2015 Road Salt Year are per the attached spreadsheets. Please note the contract has been increased by \$11,478,399.00. All other terms, conditions, specifications, and pricing remain the same. Per agency and vendor agreement, DTMB Procurement approval, and the approval of the State Administrative Board dated June 30, 2011.

36	Calhoun	SPRINGFIELD, CITY OF	601 Avenue A	Springfield	MI	49037	(269) 441-9277	450	\$82.30
37	Cass	MARCELLUS, VILLAGE OF	390 East Monroe St.	Marcellus	MI	49067		50	\$69.6
38	Cass	DOWAGIAC, CITY OF	302 Wolf Street	Dowagiac	MI	49047	(269) 782-8200	100	\$69.6
39	Cass	CASS COUNTY ROAD COMMISSION	340 N O Keefe St	Cassopolis	MI	49031	(269) 445-8611	2000	\$69.6
40	Kalamazoo	VICKSBURG, VILLAGE OF	210 N. Main Street	Vicksburg	MI	49097	(269) 649-1919	100	\$70.2
41	Kalamazoo	PARCHMENT, CITY OF	300 Maple	Parchment	MI	49004	(269) 720-3463	150	\$70.2
42	Kalamazoo	WESTERN MICHIGAN UNIVERSITY	1201 Oliver Street - Salt Dome	Kalamazoo	MI	49008	(269) 387-8800	500	\$70.2
43	Kalamazoo	PORTAGE, CITY OF	7719 S. Westnedge Ave.	Portage	MI	49002	(269) 324-9284	1500	\$70.2
44	Kalamazoo	KALAMAZOO CTY ROAD COMMISSION	3801 East Kilgore Road	Kalamazoo	MI	49001	(269) 381-3171	4000	\$70.2
45	Kalamazoo	KALAMAZOO, CITY OF	1415 HARRISON	KALAMAZOO	MICHIGAN	49007	(269) 337-8443	5000	\$70.2
46	Kalamazoo	KALAMAZOO VALLEY COMM COLLEGE	6767 West O Ave.	Kalamazoo	МІ	49003	(269) 488-4305	50	\$70.2
47	St. Joseph	STURGIS, CITY OF	805 N. Centerville Rd.	Sturgis	MI	49091	(269) 651-2879	150	\$70.5
48	St. Joseph	THREE RIVERS, CITY OF	1015 S. Lincoln Ave	Three Rivers	MI	49093	(269) 273-1845	200	\$70.5
49	St. Joseph	ST. JOSEPH COUNTY ROAD COMM	20914 M-86	Centreville	Michigan	49032	(269)467- 6393	1100	\$70.5
50	St. Joseph	ST. JOSEPH COUNTY ROAD COMM	58926 M-66	Centreville	Michigan	49032	(269)467- 6393	1750	\$70.5
51	St. Joseph	ST. JOSEPH COUNTY ROAD COMM	303 West State Street	Mendon	Michigan	49072	(269)467- 6393	50	\$70.5
52	VanBuren	DECATUR, VILLAGE OF	114 Eli St.	Decatur	MI	49045	(269) 423-6114	150	\$68.1
53	VanBuren	HARTFORD, CITY OF	200 Beechwood	Hartford	MI	49057	(269) 621-2477		\$68.1