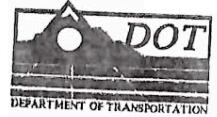


MEMORANDUM

DEPARTMENT OF TRANSPORTATION

Maintenance and Operations Branch
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POLICY MEMORANDUM

DATE: July 5, 2004
TO: Maintenance Personnel
FROM: Johnny Olson, Maintenance & Operations Branch Manager
SUBJECT: Snow Removal Policy during Extended Hours of Operation

BACKGROUND:

On April 22, 2004 the Executive Safety Committee (ESC) adopted a snow removal policy for extended hours of operation. Because the Colorado Department of Transportation values the safety of our employees and the traveling public, driver alertness is essential. Therefore, the following policy is mandatory for all Transportation Maintenance employees operating CDOT equipment for snow removal as outlined below.

SNOW REMOVAL HOURS OF OPERATION POLICY:

The normal schedule for snow removal is a work schedule of 12 hours on-duty followed by 12 hours off-duty. However, during conditions that employees are required to operate CDOT equipment longer than a 12-hour shift, they shall take a mandatory 2-hour rest period after each 15-hour work interval. In other words, a normal 12 hour shift may be extended for 3 hours at the end of which the employee is required to return to a CDOT facility for a minimum rest period of 2 hours before being allowed to resume any further snow removal activities.

Each maintenance facility will supply cots, folding mats or an equivalent makeshift sleep area for employees to utilize during the rest period.

EXCEPTIONS: There are to be no exceptions made to this policy.

Appendix D – Procedural Directive 1055.2

		<input type="checkbox"/> POLICY DIRECTIVE <input checked="" type="checkbox"/> PROCEDURAL DIRECTIVE	
Subject			Number
PRIORITIES AND LEVEL OF SERVICE FOR SNOW AND ICE CONTROL			1055.2
Effective	Supersedes	Originating office	
6/27/96	3/28/88	Staff Maintenance	

PURPOSE:

To guide state maintenance crews in the effort to provide reasonable protection, safety and mobility for the traveling public by removing snow and ice from roadways as allotted resources allow.

AUTHORITY:

Colorado Department of Transportation (CDOT) Chief Engineer for Maintenance and Operations.

DEFINITIONS:

1. WINTER STORM shall mean: A) Any snowstorm, whether it is falling snow, blowing snow or both, that will cause other than dry roadway surface conditions. B) Includes a condition when roads are closed as a result of a snowstorm.
2. A.D.T. shall mean the average two-way daily traffic volume. It represents the total annual traffic for the year divided by 365.
3. ANTI ICING shall mean preventing ice and snow from bonding to the roadway surface.
4. DEICING shall mean to destroy the bonding of snow and ice once it has formed on the roadway surface.
5. ABRASIVES shall mean the grit material applied to icy and snow packed roadways to assist vehicles with traction.
6. ABRASIVES WITH MELTING AGENTS shall mean grit material and deicing agents applied to icy and snow packed roadways to provide traction.
7. NEAR NORMAL WINTER DRIVING CONDITION shall mean a driving condition ranging from dry road to a condition that

includes snow pack and icy roadway that may have had abrasives, abrasives with melting agents, or deicing or anti icing agents applied.

8. CLEANUP OF ROADWAY SURFACE shall mean the effort required to remove snow pack and ice resulting in near normal winter driving conditions.
9. WIDENING shall mean the effort required to remove snow from the driving lanes and shoulder. Can include widening beyond shoulders to allow for snow storage in the event of another storm.
10. 24 HOUR COVERAGE shall mean around the clock.
11. 14 HOUR COVERAGE shall mean from 5 a.m. to 7 p.m.
12. HIGHWAY MAINTENANCE SUPERVISOR shall mean Highway Maintenance Supervisor, Sr. Highway Maintenance Supervisor, Highway Maintenance Superintendent I or II.
13. AS DEEMED NECESSARY BY THE HIGHWAY MAINTENANCE SUPERVISOR shall mean the area Highway Maintenance Supervisor or maintenance worker designee in charge, who is knowledgeable of the area, will determine when conditions warrant more abrasives or agents be applied in areas other than this directive specifies.
14. NORMAL WORKING HOURS shall mean 8 a.m. to 5 p.m.

PROCEDURE:

The Colorado Department of Transportation region maintenance forces will maintain all highways in as near normal winter driving conditions as resources and personnel can provide under given weather conditions. Roads will be closed when it is apparent to the Highway Maintenance Supervisor that the roadway will become impassable due to limited visibility, major accumulation of snow, drifting snow, avalanches, accidents, or stranded vehicles. The maintenance crews will make every effort to open all state highways to traffic as soon as safely possible. This will include the use of contractors' equipment when state personnel and equipment are not available, or the snow accumulation exceeds the capacity of state equipment. The application of abrasives, abrasives with melting agents, or the direct application of deicing or anti icing agents may be applied to roadways in controlled quantities as may be mandated by (CDOT) supervisors to conform to local environmental laws, guidelines or recommendations.

PRIORITIES:

1. In rural areas, or when CDOT plows and snow removal personnel are the only apparent source of help, plow drivers or Highway Maintenance Supervisors should attempt to check all stranded vehicles and remove occupants, if necessary, to provide safety and shelter.
2. Open all blocked routes as soon as safely possible. Clear all school bus and mail routes as soon as practical.
3. Remove as much snow as feasible from high side of super elevations or gore areas that may cause icy spots due to melting and freezing.
4. Widen snow ridges from roadways and shoulders where feasible to handle additional snow accumulation.

LEVEL OF SERVICE BY HIGHWAY CLASSIFICATION:

Class A Highways - all National Highway Systems, Interstates, Expressways, Freeways and other highways over 2500 A.D.T.

The CDOT maintenance forces will maintain 24 hour roadway coverage during and after winter storms or until near normal winter driving conditions are restored. Maintenance forces may apply abrasives, abrasives with melting agents, or deicing or anti icing agents to snow packed or icy roadways or as deemed necessary by Highway Maintenance Supervisor.

Roadway cleanup and widening shall be performed at the direction of the CDOT Section Maintenance Superintendent or Highway Maintenance Supervisor.

Class B Highways - Highways with 1000 to 2500 A.D.T.

The CDOT maintenance forces may maintain 24 hour coverage during and after winter storms or until all roads are open to normal winter driving conditions. Maintenance forces may apply abrasives, abrasives with melting agents, or deicing or anti icing agents to snow packed or icy grades, curves, intersections, or elsewhere, when required to keep traffic moving, as deemed necessary by the Highway Maintenance Supervisor.

Roadway cleanup and widening shall be performed at the direction

of the CDOT Section Maintenance Superintendent or Highway Maintenance Supervisor.

Class C Highways - Highways with less than 1000 A.D.T.

The CDOT maintenance forces will maintain at least 14 hour coverage during normal snowfall. Additional coverage will be maintained when snowfall or wind indicates roadways will close with this limited coverage. Maintenance crews may apply abrasives, abrasives with melting agents, or deicing or anti icing agents to snow packed or icy grades, curves, intersections, or elsewhere, when required to keep traffic moving as deemed necessary by the Highway Maintenance Supervisor. Additional coverage will be considered, as needed, on school bus routes when school buses run, including extra curricular activities.

Cleanup, including snow pack removal and routine widening, shall be performed during normal working hours or as directed by the CDOT Section Maintenance Superintendent.

FISCAL IMPACT:

The funding to implement this directive exists within current budgets.

IMPLEMENTATION:

This procedural directive shall be effective immediately and implemented by the Colorado Department of Transportation Maintenance Sections statewide.

SUNSET DATE:

This procedural directive shall sunset in July, 2010.

(signature on file)
Chief Engineer, Highway Operations & Maintenance

Date

(signature on file)
Executive Director

Date