



Capitol Facilities Management Snow Removal Program

Winter is upon us. General Services would like to take this opportunity to explain the winter parking and the snow removal program.

GSD currently has seven staff dedicated for snow removal on over 975,000 square feet of parking lot and 150,000 square feet of sidewalk. The landscape maintenance crew is on call 24 hours a day 7 days a week. During storm events, staff routinely works 12 -14 hours a day, starting as early as 2:00 a.m. Snow removal begins when over one-inch of snow has accumulated.

Four main components comprise GSD's snow removal plan. Each is outlined below.

Overnight Parking: Specific overnight parking areas are designated across campus – see attached map. By utilizing these areas for overnight parking, the crews are able to clear parking lots more quickly and move on to the next lot.

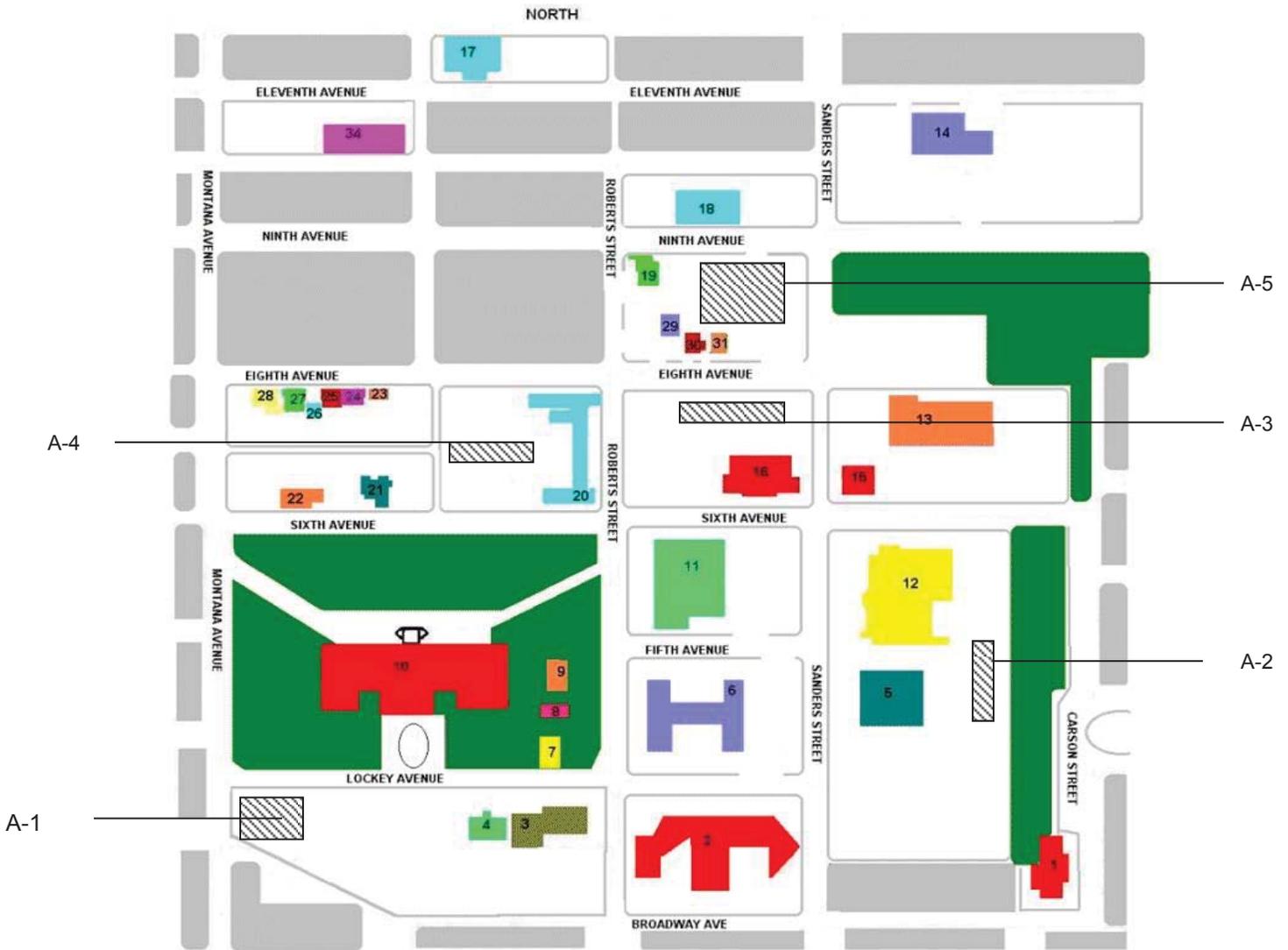
Snow Retention: GSD has designated snow retention areas in parking lots across campus. These areas are in the vicinity of storm drains and improve drainage and runoff. *The signs are clearly marked no parking and violators may be ticketed or towed.*

Sanding and Ice Melt: The landscape-maintenance crew will spread ice-melt and sand on steps and sidewalks when shoveling of the area is complete. The City of Helena is responsible for sanding public streets, crosswalks and right-a-ways. *GSD staff is responsible for sanding parking lots and sidewalks.*

Snow Removal: On average, it takes our staff eight hours to plow and shovel entryways for over 50 sites on campus and across town. On heavy snow days, it may appear that the grounds crew has not made it to a building, when in fact, the crew completed the site and additional snow has accumulated. GSD strives to maintain critical operating areas throughout the day in addition to attending individual buildings.

Employees should be aware that snowplow trucks and snow removal equipment do not always have a clear line of site behind or next to them. *Employees are asked to keep clear of snowplows in parking lots and allow them full access to the parking lot.*

CAPITOL COMPLEX WINTER OVERNIGHT PARKING LOCATIONS GENERAL SERVICES DIVISION (GSD) Effective October 1, 2016 through March 31, 2017



- A-1 Southwest of the Capitol Building, Accessed from Lockey Avenue
- A-2 East of DPHHS and Justice Building
- A-3 North end of Fish, Wildlife & Parks parking lot
- A-4 West of Scott Hart Building, across alley
- A-5 Old Motor Pool Parking lot, entire lot except where designated