

Oklahoma State University



Facilities Management

Snow / Ice Incident Emergency Action Plan

External Use



Revised October 2025

**OKLAHOMA STATE UNIVERSITY FACILITIES MANAGEMENT
SNOW AND ICE INCIDENT EMERGENCY ACTION PLAN**

Table of Contents

INTRODUCTION	2
PUBLIC INFORMATION	3
INTERNAL STAFF OPERATIONS	
I. Internal Operational Definitions of Snow/Ice Conditions	4
Classification of Conditions.....	4
Criteria	5
II. Description of the Situation Management Process Inside Facilities Management	5
III. Specific Restrictions and Regulations during Snow/Ice Occurrences	5
IV. Actions Associated with Each Level of Snow/Ice Conditions	5
Snow-Removal Operations.....	6
V. Emergency Routes	7
APPENDICES	
Appendix A: Snow/Ice Removal Priorities.....	8
Streets.....	8
Parking Lots	10
Sidewalks and Building Entrances.....	13
Appendix B: Snow/Ice Removal Resources	34
Appendix C: U.S. Weather Service Definitions	37
Appendix D: Notification Sequence Flow Chart and Telephone List	38
Appendix E: Labor Resources by Department	39
Appendix F: Equipment and Material Vendors	40

INTRODUCTION

The purpose of this plan is to provide a reasonable and organized method of controlling snow/ice accumulations on over 24 lane miles of streets, 95 acres of parking lots, 35 miles of sidewalks, and entrances to over 100 buildings. To provide a safe environment for: students, visitors, faculty and staff of Oklahoma State University.

This plan is divided into several sections that address issues of internal operations and public safety.

PUBLIC INFORMATION

INTERNAL STAFF OPERATIONS

- I. Internal Operational Definitions of Snow/Ice Conditions and Emergencies
- II. Description of the Situation Management Process Inside Facilities Management
- III. Specific Restrictions and Regulations During Snow/Ice Emergencies
- IV. Actions Associated with Each Level of Snow/Ice Condition
- V. Snow/Ice Routes

APPENDICES:

- A. Snow/Ice Removal Priorities
- B. Snow/Ice Removal Resources
- C. U.S. Weather Service Definitions
- D. Confidential Internal Contact Information & Telephone Listing
- E. Labor Resources
- F. Equipment and Material Vendors

PUBLIC INFORMATION

- The intent of this plan is to protect lives and property and to effectively use available resources to maintain an appropriate level of University operations during episodes of snow and ice. The plan will outline the coordinated support that Facilities Management will provide when hazardous conditions due to inclement winter weather exist.
- **Oklahoma State’s snow and ice removal plan is driven by the needs of the entire campus community rather than the particular needs of each individual.** Each individual is responsible for deciding if the conditions are safe for his/her travel.
- The University’s response to a given situation will take into consideration the conditions on campus, in Stillwater and the immediate region. The Facilities Management Director of Operations and Maintenance, Manager of Landscape Services, University Chief of Police, or designees, will gather information from on duty police personnel, Facilities Management personnel, local law enforcement agencies, City of Stillwater, National Oceanic and Atmospheric Administration (NOAA), and other major public and private entities when possible, regarding conditions on campus and the surrounding community.
- For severe snow or ice storms, the University has identified areas of campus that are priorities for snow/ice abatement. As conditions deteriorate, additional stress is placed on available resources. **To maintain access for police, fire and emergency medical vehicles, high priority areas; those areas considered essential for public safety, will be served first.**
- A review of this plan and process will occur if snow and ice conditions are forecast to occur within the next 24-hour period.
- **Services that must be provided, regardless of weather conditions, (e.g. Utilities, Maintenance, Landscape Services, & ABM staff for snow/ice remediation, etc.) need to be identified and informed as early as possible that portions of those departments personnel are considered “essential” to that function, and they will be required to report to work for snow/ice removal assignments as well as being available for their normal departmental duties.** Snow & Ice abatement will take precedence over any non-emergency departmental business.

INTERNAL STAFF OPERATIONS

I. INTERNAL OPERATIONAL DEFINITIONS OF SNOW/ICE CONDITIONS

Classifications of Conditions

Class 1 Snow/Ice Emergency – This classification is used when the winter weather incident requires resources normally scheduled. Travel is possible but difficult in some areas. The safety of people on campus is minimally impacted by the conditions. Maximum essential and emergency resources are readily accessible.

Class 2 Snow/Ice Emergency – This classification is used when the situation requires maximum resources applied. In snow/ice storms, travel is generally difficult and snow removal cannot keep pace with snowfall. Icy conditions, where traction and vehicle stability are seriously impaired, may qualify for this level of alert. Walking and bicycling may be impaired or unsafe for the community as indicated by a recognized authority such as the National Weather Service. Conditions such as black ice, high winds, poor visibility and extremely low chill factors may be present. The safety of exposed personnel on campus is not overtly threatened unless they are acting outside the range of sensible behavior. Essential and emergency resources may be delayed in reaching campus because of the current conditions.

Class 3 Snow/Ice Emergency – This classification applies to situations where snow removal has stopped or is seriously impaired. Icing, where traction and vehicle stability are not possible, may qualify for this level of alert. The National Weather Service or other recognized authority has declared the storm a severe winter storm. Travel of any sort is dangerous. External resources to support the normal operation of the campus may not be available. Health and life safety may be threatened because essential and emergency resources are at maximum capacity. Under these circumstances, normal services and operations of the University may be suspended.

These classification levels provide a system that the administration can use to evaluate weather conditions for storms that generate abnormal demands on the campus community and its resources.

Criteria

Storm Preparedness:

- At the onset warning of an eminent threat of snow/ice, (24 hours min.) the call for additional resources is made.
- Additional rental equipment and materials like: road grader, sand and ice melt is made.
- Added resources will include planning consideration for the amount of “essential” personnel needed to adequately address the predicted winter storm event.

II. DESCRIPTION OF SITUATION MANAGEMENT PROCESS INSIDE FACILITIES MANAGEMENT

During snowstorms, Facilities Management is responsible for snow/ice removal efforts and is the primary provider of resources. When resources from other providers are required, they will be managed by Facilities Management to maximize their usefulness. OSUPD will monitor the campus and notify Facilities Management of any area or situation that requires immediate attention.

The Stillwater Street Department maintains several streets that border the campus. The Landscape Services Director or designee may regularly contact the appropriate City official initially when the snow plan is activated and until city streets have been treated and become safe for travel again.

III. SPECIFIC RESTRICTIONS AND REGULATIONS DURING SNOW/ICE OCCURANCES

The University will not provide assistance to vehicles stuck in the snow. Facilities Management personnel may barricade certain areas during snow/ice removal operations. This will be done to assist in the safe removal of snow and the treatment of slick conditions. It will be the responsibility of the snow-removal crew, which erects the barricades to also remove them and minimize the necessity to barricade areas as well as remove any which may create a hazard.

Any vehicles that block operations or unauthorized parked cars are at risk of being towed.

IV. ACTIONS ASSOCIATED WITH EACH LEVEL OF SNOW/ICE CONDITIONS

Class 1 Snow/Ice Emergency – Increased personnel and resources are brought in. This includes on-call personnel and equipment. Vehicles blocking emergency operations (e.g. snow removal) may be removed at the owner’s expense.

Class 2 Snow/Ice Emergency –All available resources used for snow and ice removal will be utilized. Vehicles blocking primary routes (i.e. stuck in snow) will be removed by tow. The Department of Brand Management may issue information about the status of University classes and operations to the OSU Branch Campus and media/public. This information may include advisories to students, faculty and staff with disabilities. Consideration for transportation needs of essential personnel may be necessary.

Class 3 Snow/Ice Emergency – Classes might be canceled and non-essential campus operations and services suspended because it is impossible or impractical to conduct normal operations. Conditions are beyond the resources available despite continuous efforts to address weather-related problems. This may include situations where the weather is clearing but the streets and parking lots on campus and or the city remain impassable. Under this classification only emergency and essential-services personnel need to report to work.

Snow-Removal Operations

Streets and parking lots may be temporarily blocked for snow removal operations. It is imperative that drivers yield to snow-removal equipment during these times.

Class 1 Snow/Ice Removal:

- Treatment of sidewalks and building entrances is underway.
- A mixture of sand/salt is applied to street intersections and parking lots, concentrating on areas where slick conditions exist.
- Prioritization in clearing and treating sidewalks and building entrances is in place, which include identified ADA building access.
- Facilities Management Landscape Services will coordinate with the University Planner on student disability needs.

Class 2 Snow/Ice Removal:

- Plowing of streets, parking lots and sidewalks is underway.
- All available equipment and resources are utilized.
- Prioritization in clearing and treating all travel routes are in place which include recognized emergency routes.

Class 3 Snow/Ice Removal:

- Removal operations are limited to the clearing of emergency routes.
- All equipment and resources are being utilized that can operate at this level.
- Facilities Management crews are working together to open routes for emergency access to and around campus.

V. **EMERGENCY ROUTES**

The University has established emergency routes. Vehicles blocking routes will be referred to OSUPD for removal at the owner's expense.

All streets listed in Appendix A under Priority One are to be considered emergency routes.

The “Snow/Ice Incident Emergency Action Plan” shall be revised annually to reflect changes in emergency routes, current resources and current needs.

APPENDIX A: SNOW/ICE REMOVAL PRIORITIES

STREETS

Priority One – Streets/Emergency Routes

*Street/Intersection	From	To	Lane Miles
Orchard	Farm Road	Miller Avenue	0.1
Connell	Washington	Monroe	0.2
Connell	Ridge Dr.	Willis	0.2
McFarland	Hall of Fame Avenue	Farm Road	0.2
Scott Ave.	Walnut	McDonald	0.2
Scott Ave.	Washington	Monroe	0.2
Lincoln	Hall of Fame Avenue	Farm Road	0.3
Mathews	Knoblock	Duck	0.3
Miller	Knoblock	Duck	0.3
Morrill Avenue	Knoblock	Hester	0.3
University Circle	University	Scott Ave.	0.3
McDonald	McElroy	Hall of Fame Avenue	0.5
Walnut	McElroy	Hall of Fame Ave.	0.5
Washington	Hall of Fame	McElroy	0.5
Willis	McElroy	Hall of Fame Avenue	0.5
Athletic Avenue	Knoblock	Hester	0.7
Cleveland	Hall of Fame Avenue	Farm Rd.	0.8
Knoblock	University	Mathews Ave.	1.0
Ridge Drive	McElroy	Hall of Fame Avenue	1.0
University	University Circle	Knoblock	1.0
Western	Farm Rd.	6th Street	1.0
Farm Road	Monroe	Hall of Fame Avenue	1.7
Hester	Hall of Fame	University	1.9
Monroe	McElroy	6th Street	1.9
Hall of Fame Avenue	Duck	Western	2.0
McElroy	Duck	Western	2.5
Priority One Street Totals			20.1

*Note: The intent is to treat the entire street intersection.

Priority Two – Streets

*Street/Intersection	From	To	Lane Miles
Athletic Ave.	Monroe	Library	0.1
Walnut	Willham Ave	McElroy	0.1
Drummond Lane	Monroe	Kerr Lane	0.2
Hester	University	4 th Ave	0.2
Knoblock	McElroy	Hall of Fame	0.2
McFarland	Admiral Avenue	Farm Road	0.2
Miller Ave.	McFarland	Walnut	0.2
Ramsey	University	4 th Ave	0.2
Ridge Dr.	Tyler	McElroy	0.2
Walnut	Farm Road	Admiral Ave.	0.2
Wehr Lane	Washington	Monroe	0.2
Willham Ave	Walnut	Garfield	0.2
Willis	Tyler	McElroy	0.2
Garfield	Tyler Avenue	S. of McElroy Rd	0.5
Tyler	Ridge	McDonald	0.5
Priority Two Street Totals			3.4

*Note: The intent is to treat the entire street intersection.

PARKING LOTS

Priority One – Parking Lots

Parking Lot Number	Description	Acres
2A	N. of Bennett Hall	0.2
4	N. of Athletic Center	0.76
6	S. of Football Stadium	4.55
9A	N. of Wes Watkins Ctr.	0.4
10	Boone Pickens Stadium	4.02
15	W. of Thatcher	2.21
16	N. of Morrill	1.24
17	Along Morrill Ave	0.28
18	E. of Seretean Center	.06
19	Seretean Center	0.99
24	E. of Multimodal	0.8
26	H.O.F & Washington	0.54
27A	Ag Hall	0.34
29	S. of Power Plant	1.08
31	W. of NRC	1.78
33	N. of Physical Sciences	0.21
34	S. of Physical Sciences	0.7
35	N. of Willard	0.7
36	E. of Willard	0.6
38	N. of Murray	0.14
40	Public Information	0.31
42	W. of HESW	0.04
43	N. of HES	1.07
44	S. of Legacy Hall	0.38
45	W. of Legacy Hall	0.29
46	W. of Legacy Hall	N/A
47	E. of Kerr Drummond	0.1
50	W. of Animal Sciences	1.23
51	S. of University Laundry	1.6
53	N. of UHS	0.41
63	S. of ACOB	1.1
64	E. of USDA	0.57
64A	E. of USDA	0.08

PARKING LOTS

Priority One Parking Lots

Parking Lot Number	Description	Acres
66	W. of McElroy Hall	1.43
67	OK Animal Disease Lab	0.22
67A	W. of OADDL	0.24
69	Central Dining Services	0.08
70	S. of FMS	0.68
71	N. of FMS	0.88
73	N. of Colvin Center	0.3
78	E. of OADDL	1.31
80	S.E. of Colvin Rec. Ctr.	1.8
81	E. of FMS	0.1
83	Fire Publications	0.9
84	MAE Research	0.28
85	Electronics Lab	0.62
87	W. of VM Teaching Hosp.	1.24
88A	CVHS	0.38
89	W. of Wentz Garage	0.1
90	Cowboy Mall	1.1
91	N. of Iba Hall	1.75
92	Hazardous Reactions Lab	0.08
93	E. of Colvin Tennis Court	0.06
96	Bert Cooper Lab	1.38
97	Fire Protection Office	0.5
99C	NE of Wes Watkins Ctr.	1.1
99D	N. of Wes Watkins Ctr.	2.1
100	South of Scott Hall	0.1
107	N. of Cowboy Mall	0.04
113	NOC	0.30
117	Excelsior Lab	0.1
119	Fire Protection Safety	0.34
Food Service Loading	Central Dining	N/A
Lot Totals		48.29

PARKING LOTS

Priority Two Parking Lots

Parking Lot Number	Description	Acres
1	Softball	1.19
2	N. of Bennett Hall	2.12
5	Media Lot at Stadiums	0.25
6A	E. of Architecture	1.00
25	E. of Classroom	0.26
41	West of Tel. Comm. Ctr.	2.9
43	S. of Drummond Hall	1.09
48	University Testing	0.16
51	S. of University Laundry	1.6
52	N. of Iba Hall	1.64
55	West of Kerr Hall	1.4
56	Central Market Place	0.3
58	North of SPW	1.7
59	West of SPW	2.8
62	South of Brumley Apts.	2.4
74 and 74A	W. of Droke Track	6.06
86	Veterinary Teach. Hospital	1.46
101	Peterson-Friend Hall	2.84
103	West of Patchin-Jones Hall	2.84
104	Morrison Neighborhood	1.76
105	North Monroe Apts.	7.62
108	N. of Stinchcomb/Booker	0.99
112	Petroleum Technology	0.40
400	Stout Hall	0.46
Lot Totals		45.24

SIDEWALKS AND BUILDING ENTRANCES

Please refer to the zone map for zone perimeters

Zone One

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
Old Central	1	S. Door	ABM
Sereteen Center	2	N. Door & Ramp, E. Door, S. Door	ABM
Alumni Ctr.	5	S. Door and Porch, E. Door, W. Door	ABM
Gundersen	6	N. Door, S. Door	ABM
Bennett Chapel	10	N. Door	Landscape
Paul Miller J & B	12	S. Side E. Door, E. Door	ABM
Whitehurst	15	NE. Door, SW Door, NE Door	ABM
Willard	31	N. Door & Ramps	ABM
Fire Station	33	N/A	Landscape
Student Union	35	NE Porch, NW Walkway, S. Door	Other
Classroom	44	E. Door	ABM
McKnight Center for the Performing Arts	271	W. Door, E. Door & Ramps	ABM
Michael and Anne Greenwood School of Music	272	S. Door, E. Door & Ramps	ABM

Zone Two

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
Bartlett Center	3	S. Side W. Door	ABM
Morrill	4	W. Door, E. Door	ABM
Business Building	7	N. Door	ABM
Endeavor Lab	8	NW. Door, SW. Door, NE Door	ABM
Architecture	9	S. Side Doors, N. Side Doors	ABM
Thatcher	13	W. Side Center Door	ABM
Eng. South	27	SW. Door & Ramp, NW. Door	ABM
LSE	28	SE. Door & Ramp	ABM
Edmon Low Library	40	N. Center Door	ABM
Interdisciplinary Science Research	43	W. Doors & Ramp	ABM
ATRC	46	N. Center Door, SW. Door	ABM
Physical Sciences	51	SW Door & Ramp, N Side Center Door	ABM
LSW	53	SW. Door, SE. Door	ABM
Eng. North	59	NW Door, SW Door & Ramp to Room 108	ABM
General Academic Building	68	E. Door	ABM
Math Sciences	89	NW. Door, SE. Door	ABM

Zone Three

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
PIO	19	E. Side Center Door & Ramp	ABM
Social Sciences & Humanities	24	SE. Door & Ramp	ABM
Psychology	25	E. Center Door & Ramp	ABM
Nancy Randolph Davis West	30	W. Center Door	ABM
Stout Hall	34	SW. Door and Ramp	ABM
Nancy Randolph Davis	36	E. Center Door & Ramp,	ABM
SPW Breezeway	N/A	E. Side N. of Scott	ABM
Scott Hall	54	NE. Door	ABM
Parker Hall	55	SW. Door	ABM
SPW Café	56	S. Door	ABM
Legacy Hall	57	S. Door, N. Wing W. Door & Ramp	ABM
Wentz Hall	60	E. Door	ABM
Drummond Hall	65	N/A	ABM
KD Cafeteria	66	W. Side Center Door	ABM
Kerr Hall	67	N/A	ABM
ITLE	73	N. Door	ABM
University Assessment & Testing	135	N. Door	ABM
Village Suites C & D	126	N. Door, S. Door	ABM
Village Suites HS	127	E. Door	ABM
Village Suites CASNER	128	E. Door	ABM
Village Suites E & F	129	N. Door, S. Door	ABM
Patchin-Jones Hall	259	E. Doors	ABM
Central Market Place	130	E. Side, W. Side	ABM

Zone Four

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
McElroy Hall	39	E. Side N. Doors	Other
USDA	50	E. Side	ABM
Cont. Env. Lab	62	W. Door	ABM
Transportation Services	85	S. Central Door	ABM & Staff
Colvin Rec. Center	92	E. Side N. Door & Ramp	Other
Agricultural Center Office Building	106	E. Side Center Door	Custodial Stores
V.M. Teaching Hosp.	107	E. Side Center Door, N. Side Center Door	Other
Colvin Annex	109	S. Doors	Other
OADD Lab	110	S. Doors	ABM
Brumley Apartments	120	E. Door	ABM
Brumley Apartments	121	N/A	Other
Brumley Apartments	122	N/A	Other
Brumley Apartments	123	N/A	Other
Brumley Apartments	124	N/A	Other
Brumley Apartments	125	N/A	Other
Wellness Center	197	NE. Door	Custodial Stores
Peterson-Friend Hall	257	N/A	Other
Kamm Hall	258	N/A	Other

Zone Five

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
Boone Pickens Stadium	21	N/A	Landscape
Athletic Center	29	N. Side Center Door	Landscape
Power Plant	37	N/A	Other
N. Classroom Building	41	W. Side Center Door	ABM
Food Ag. Processing	47	E. Side South Door	ABM
Animal Science	49	E. Side S. Door	ABM
Noble Research Ctr.	69	S. Side Center Door	ABM
Bio Systems & Ag. Engineering Lab	80	W. Side Center door	ABM
Iba Hall	82	S. Side Center Door & Ramp	ABM
Power Distribution Center	83	N/A	Other
Greenhouse Learning Center	84	E. Side Center Door, W. Side Center Door	ABM
University Health Svcs.	111	N. Side Center Door, NW. Door	ABM
National Wrestling Hall of Fame	1002	N. Side Center Door	Other
Agriculture Hall	52	N. Side, W. Side	ABM

Zone Six

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
Bennett Hall	38	W. Side Center Door	ABM
Indoor Hitting Facility	48	N/A	Athletics
Wes Watkins CITD	70	E. Side S. Door	ABM
Allie P. Reynolds Stadium	72	S. Side W. Door	Athletics
Softball Stadium	78	N/A	Athletics
NOC	281	W. Side N. Door, S. Side Door	ABM
Central Plant	282	E. Door & Ramp	ABM
Multi-Modal	284	SW. Door & Ramp, S. Center Door	ABM
Multimodal Garage	285	SW. Corner Door	Landscape
Athletic Ticket Office	287	N/A	Other
Michael and Anne Greenwood Tennis Center	288	E. Door	Athletics
Track Facility	289	S. Door	Athletics
O'Brate Stadium	290	N/A	Athletics
Sherman E. Smith Training Facility	296	S. Door	Athletics

Zone Seven**Building Entrances**

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
Univ. Laundry	86	N. Door	Landscape
Demaree Apartments	137, 139, 140, 141, 142, 143, 148		ABM
Neal Patterson Stadium	199	W. Door	Athletic
Family Resource Center	201	N. Side Center Door	Other
Morrison Neighborhood	245, 246, 247, 248		Landscape
Morsani-Smith Hall	249		Landscape
Sitlington Hall	250		ABM
Griffith Comm. Center	251	N. Side Center Door	ABM
Young	252		ABM
Davis Hall	253		Landscape
Bost Hall	254		Landscape
Zink-Allen Hall	255	N. Center Door	ABM
Patillo Comm. Ctr.	256	N. Side Center Door	ABM
Booker-Stinchcomb Hall	261	N. Center Door	ABM
Adams Market	262	N. Door & Ramp	ABM
University Commons West	264	E. Center Door	
University Commons North	265	S. Center Door	ABM
University Commons South	266	N. Center Door	ABM
North H.O.F. Dining	267	SW. Door	ABM

Zone Eight

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
University Apartments	Neighborhoods		Grounds
Facilities Management North	78	N/A	ABM
Facilities Management	79	NE. Door	ABM
University Mailing Services	90	W. Door	
Facilities Management Administration	113	NE. Door	ABM
Library Auxiliary	133	SW. Door	Landscape
Information Technology	134	NE. Door	Landscape
Facilities Management Horticulture	225	N. Door	Landscape

Zone Nine

Omitted

Zone Ten

Building Entrances

Building Name	Building Number	Primary/ADA Entrance	Labor Resource
Canine Long Term Housing	320		Landscape
Canine Long Term Housing Annex	320A		Landscape
Hazardous Reaction Lab	112	E. Side Center Door	Landscape
Fire Service Training	114	N/A	ABM
MAE Research Lab	115	S. Side Center Door	ABM
Electronics Lab	116	S. Side Center Door	Landscape
Fire Pub. Warehouse	117	N/A	Other
Bert Cooper Engineering Lab	211	SW. Door	Landscape
Graphics Arts	212	S. Side Center Door	ABM
Fire Pub. Office	216	E. Side Center Door	ABM
Petroleum Tech	219	S. Side Center Door	Landscape
Gary F. Stewart Core Research Facility	224	E. Door	Landscape
Charles & Linda Cline Equine Teaching Center	638		Landscape

Sanding and Snow Removal

The following is General Information for:

Sidewalks, Streets and Parking Lots

The general policy of the Facilities Management is to provide safe travel for those of the University community and others using our streets and parking lots.

- The application of a sand and/or salt mixture will commence when the streets and parking lots become a safety hazard (slick) to cars and pedestrians.
- Facilities Management will monitor the conditions either by help from OSUPD or an on-site inspection of conditions by personnel.
- Sanding will be done from the onset of hazardous conditions to a point where snowplowing is inevitable.

Criteria for this is: from a **“trace up to 3 inches of accumulations”**.

If snow continues past the 3-inch amount, the streets and parking lots will be plowed. Sanding will follow until streets are safe.

Sidewalks and Building Entrances

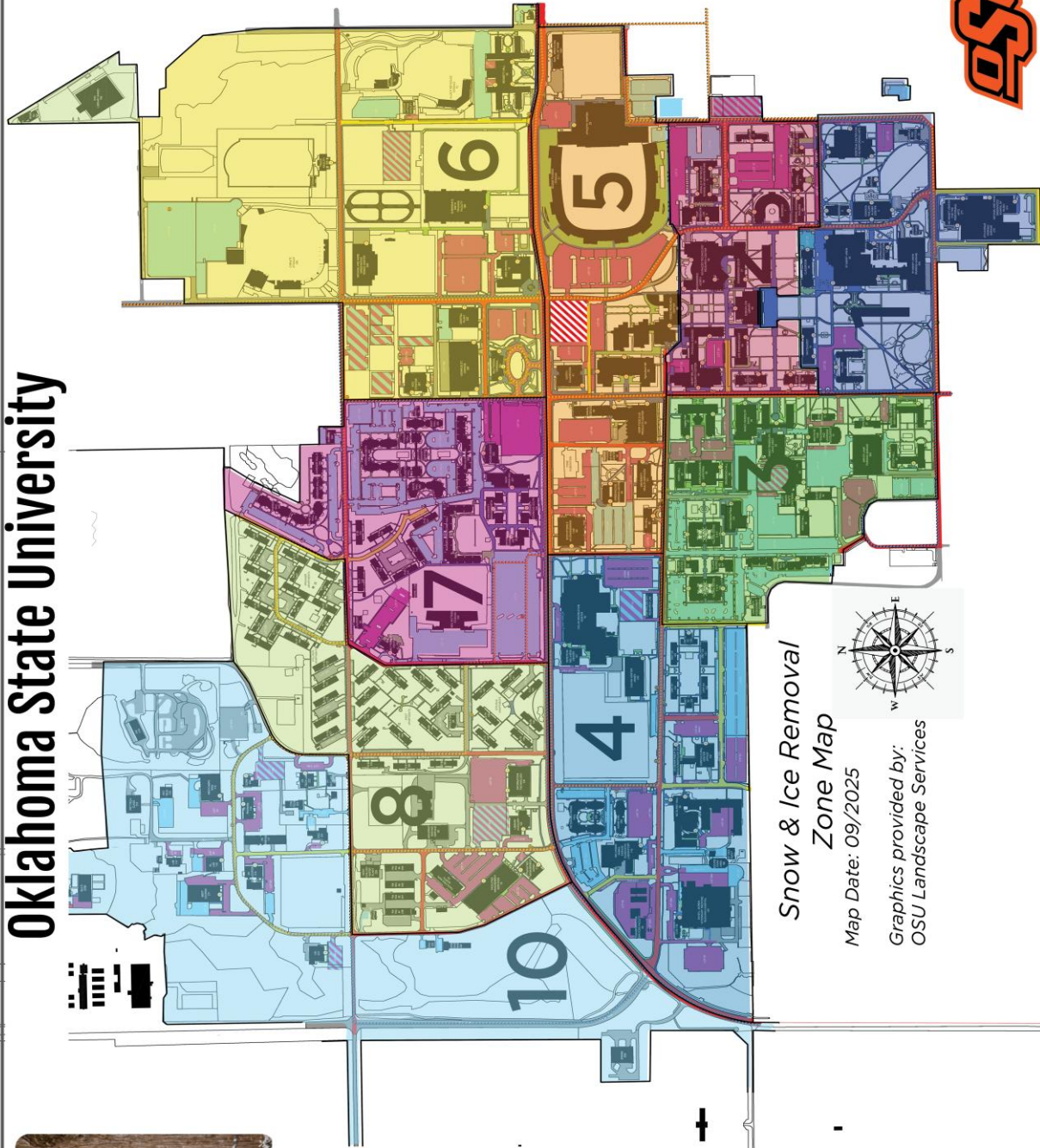
The application of ice melt will commence when sidewalks become a safety hazard (slick) to pedestrian traffic. Sidewalk plowing/sweeping will commence when 1” or more has accumulated. Primary sidewalks, main and ADA entrances are **first priority**.

- The Facility Management’s Plant goal is to have all primary and main entrance sidewalks cleared by first.
- Ice melt will be applied to primary sidewalks and north side/shaded areas if it is deemed necessary.
- Building entrances and ramps will be cleared by hand to a point away from the entry where mechanical equipment can remove the snow.
- Plowing will continue until all primary sidewalks have been cleaned as a priority.
- Retreatment, plowing and clearing will be performed on all North facing shaded areas of pedestrian walks and roadways as deemed necessary including melting and refreezing occurrences.

Oklahoma State University



-  Primary Asphalt Lot
-  Secondary Asphalt Lot
-  Gravel Lot
-  Primary Walk
-  Secondary Walk
-  Primary Street
-  Secondary Street
-  City/OSU Assisted
-  Bus Routes
-  Construction Area
-  Bus Stop
-  ADA Entrance



Snow & Ice Removal
Zone Map

Map Date: 09/2025

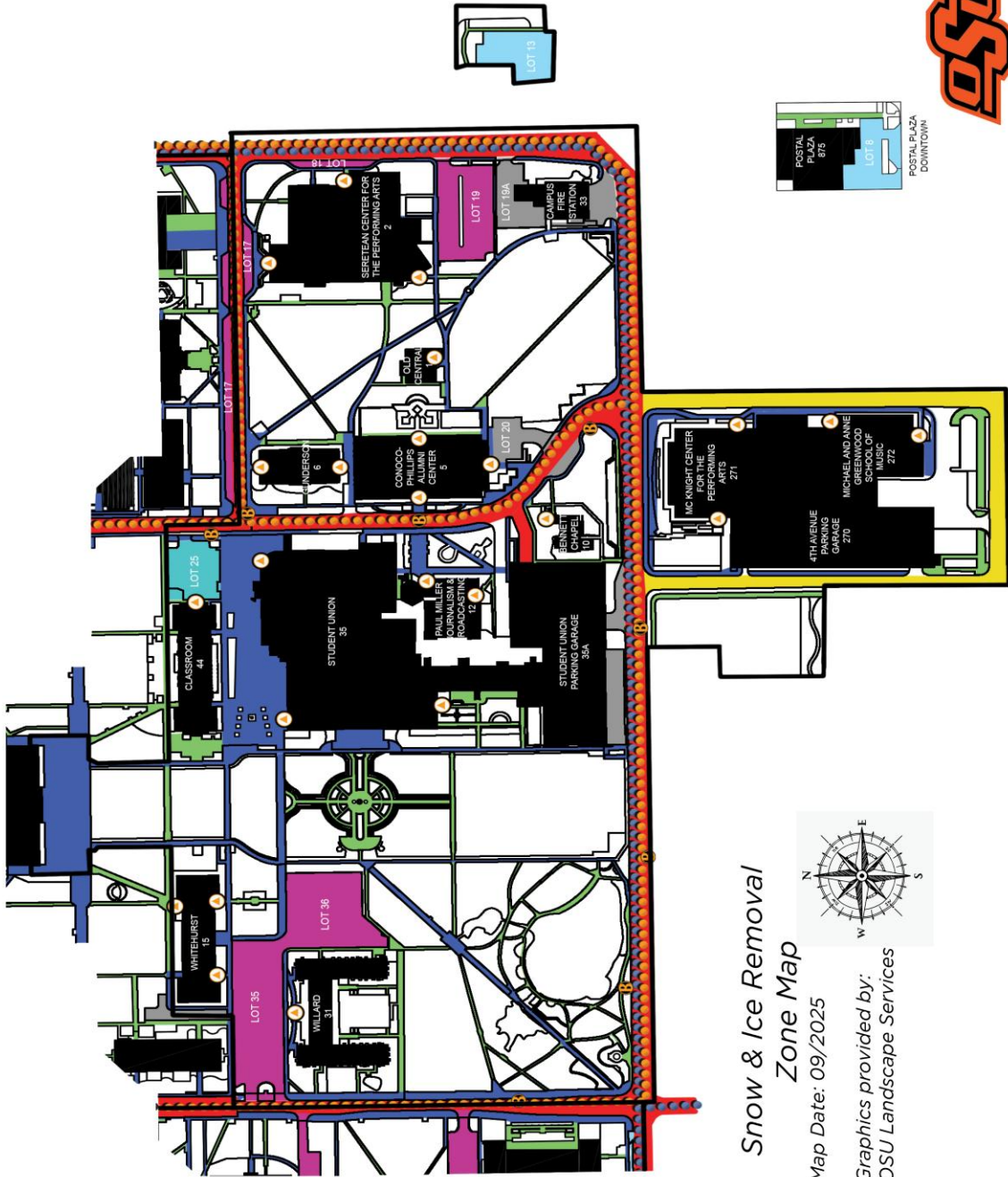
Graphics provided by:
OSU Landscape Services





Zone 1

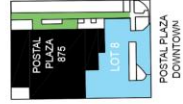
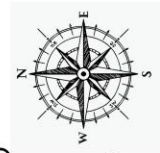
- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance



Snow & Ice Removal Zone Map

Map Date: 09/2025

Graphics provided by:
OSU Landscape Services





Zone 2



- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance



Snow & Ice Removal Zone Map

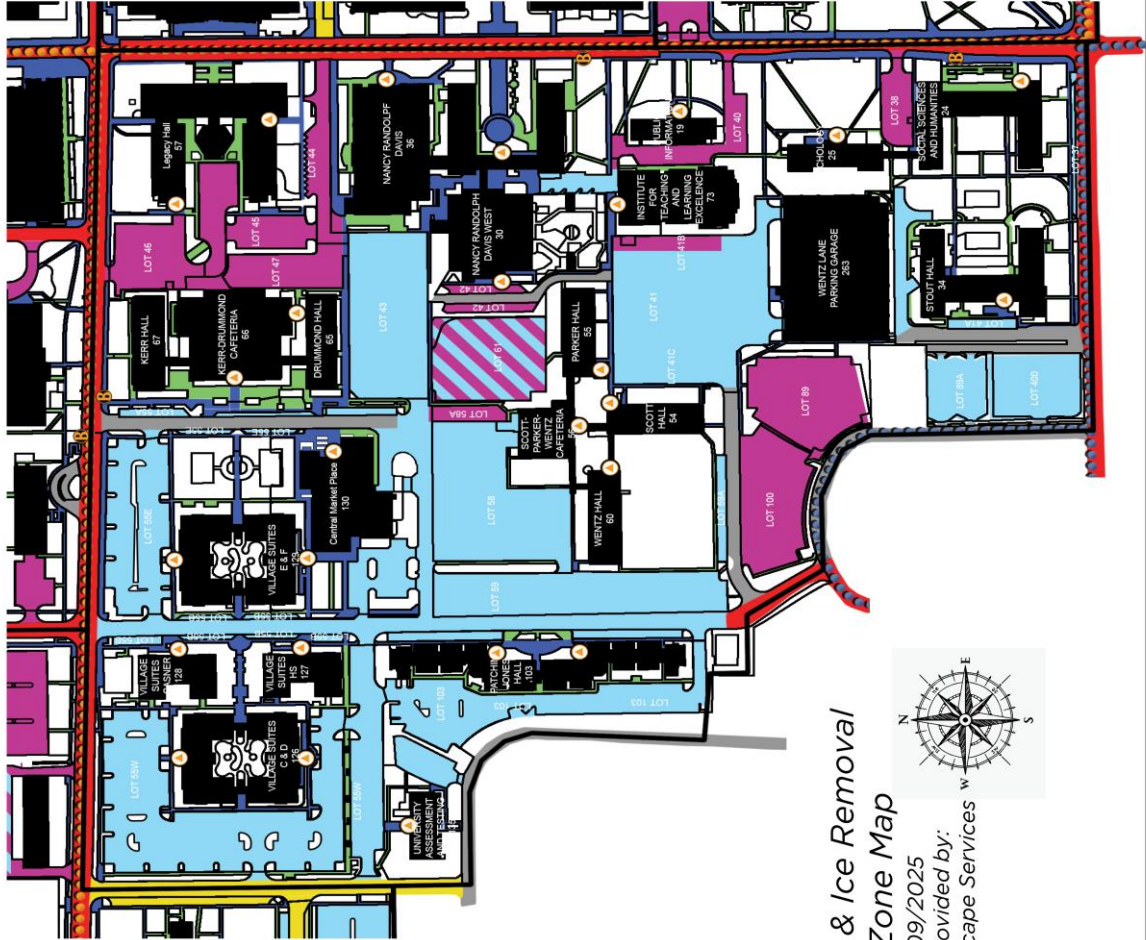
Map Date: 09/2025

Graphics provided by:
OSU Landscape Services

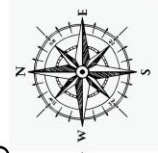




Zone 3



- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance



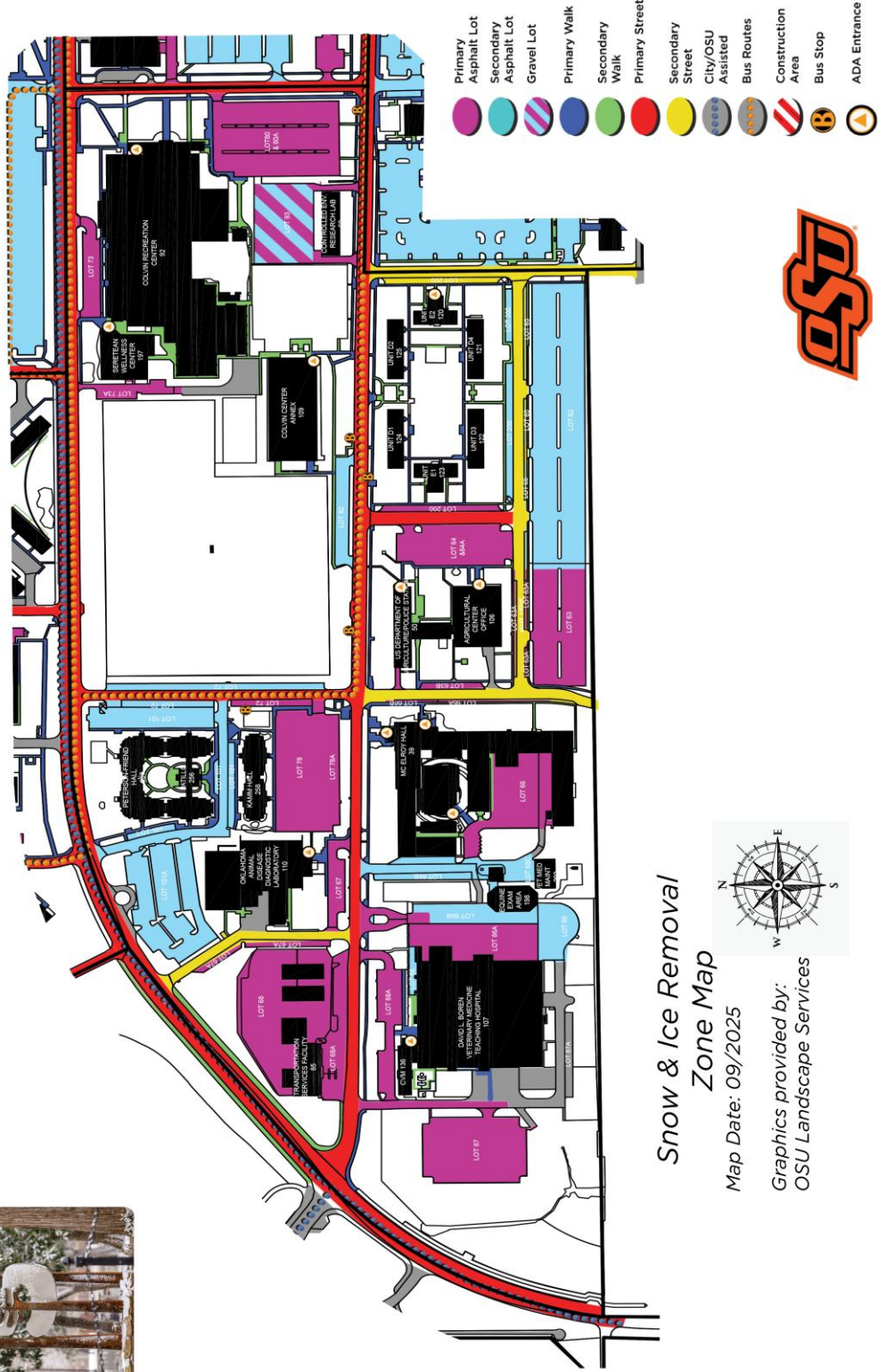
Snow & Ice Removal Zone Map

Map Date: 09/2025
Graphics provided by:
OSU Landscape Services



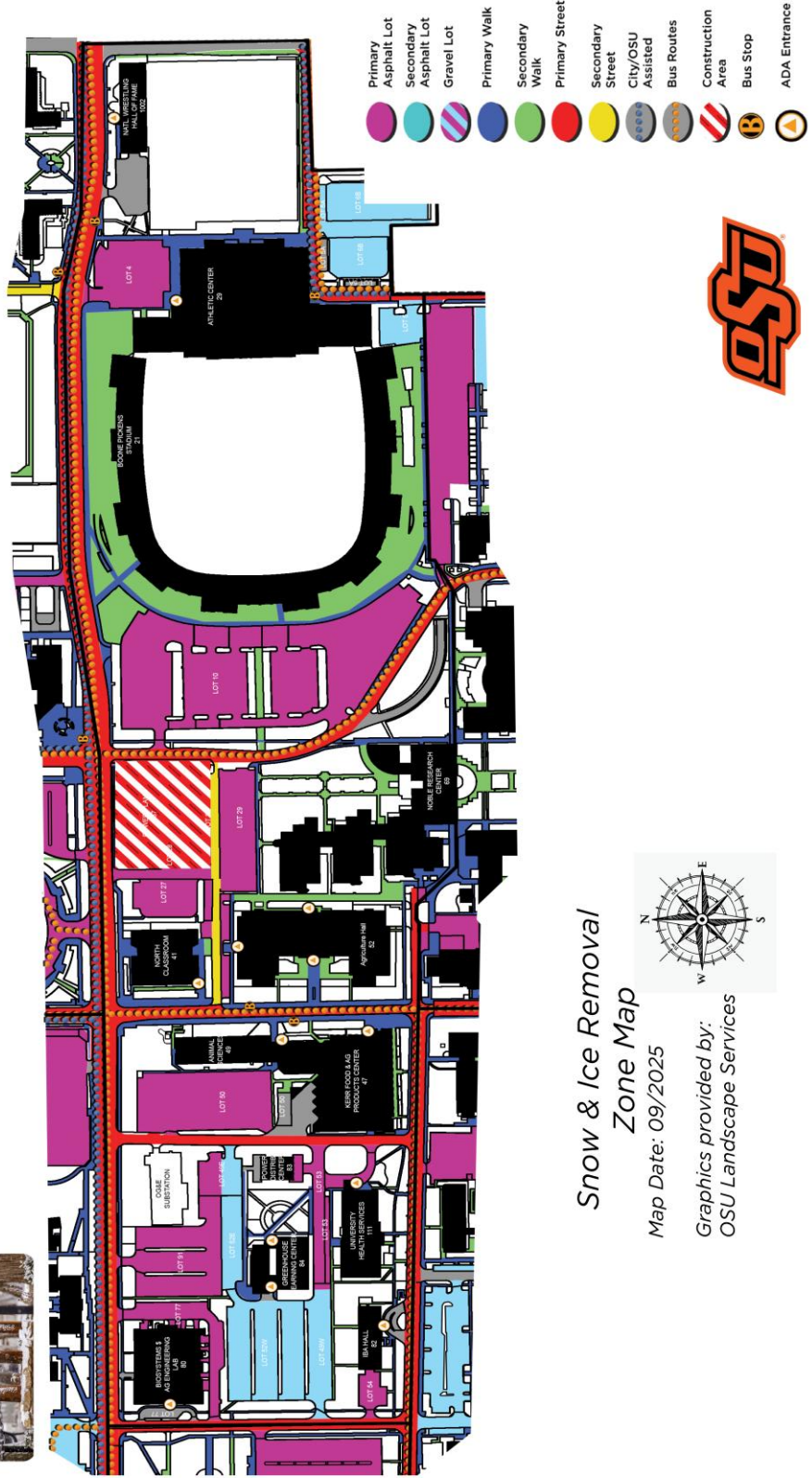


Zone 4





Zone 5



Snow & Ice Removal Zone Map

Map Date: 09/2025

Graphics provided by:
OSU Landscape Services

Zone 6

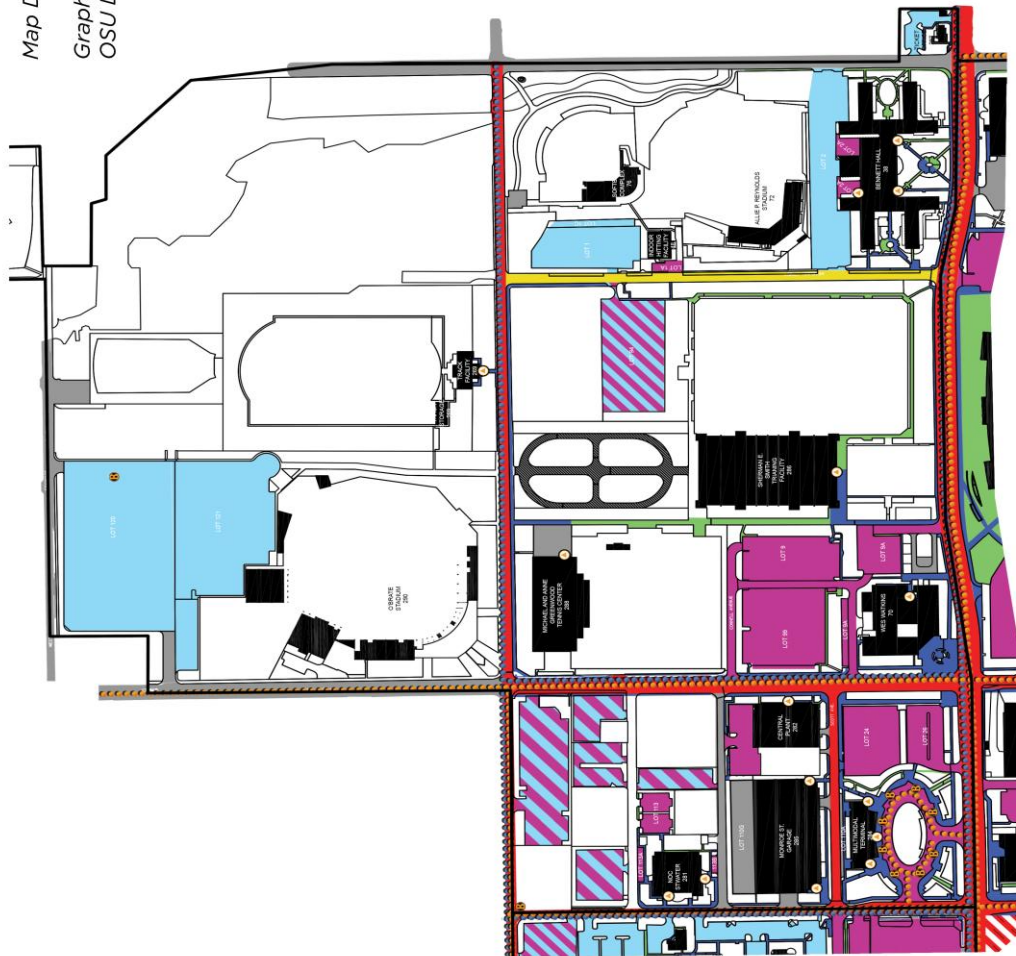
Snow & Ice Removal Zone Map

Map Date: 09/2025

Graphics provided by:
OSU Landscape Services

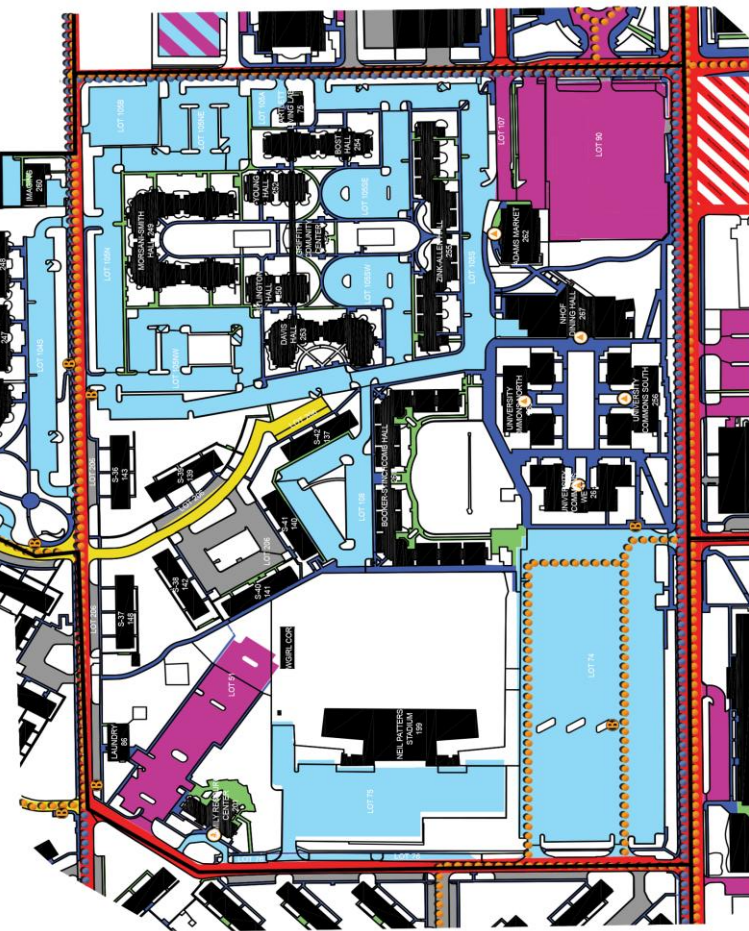


- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance



Map Date: 09/2025

Graphics provided by:
OSU Landscape Services



- | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Primary Asphalt Lot | Secondary Asphalt Lot | Gravel Lot | Primary Walk | Secondary Walk | Primary Street | Secondary Street | City/OSU Assisted | Bus Routes | Construction Area | Bus Stop | ADA Entrance |
|  |  |  |  |  |  |  |  |  |  |  |  |



Zone 8

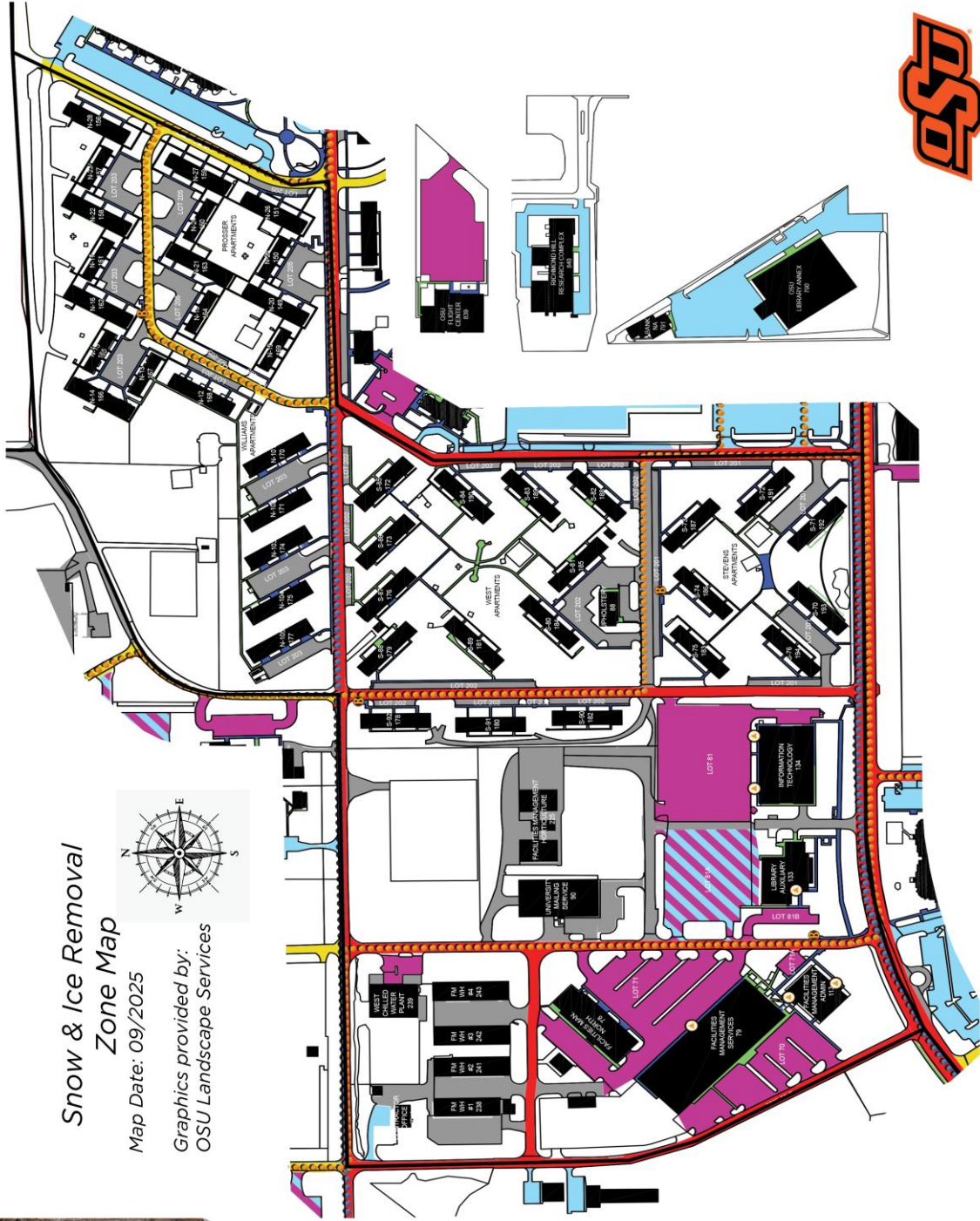
Snow & Ice Removal Zone Map

Map Date: 09/2025



Graphics provided by:
OSU Landscape Services

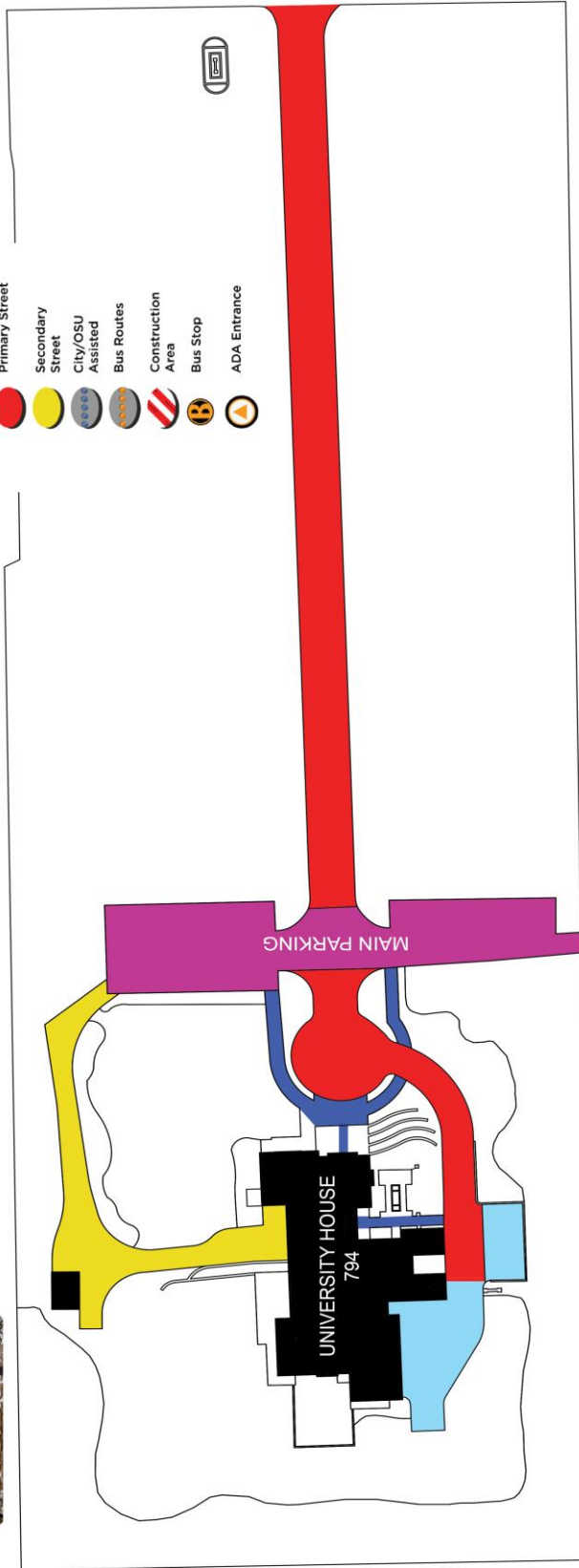
- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance





Zone 9

- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance



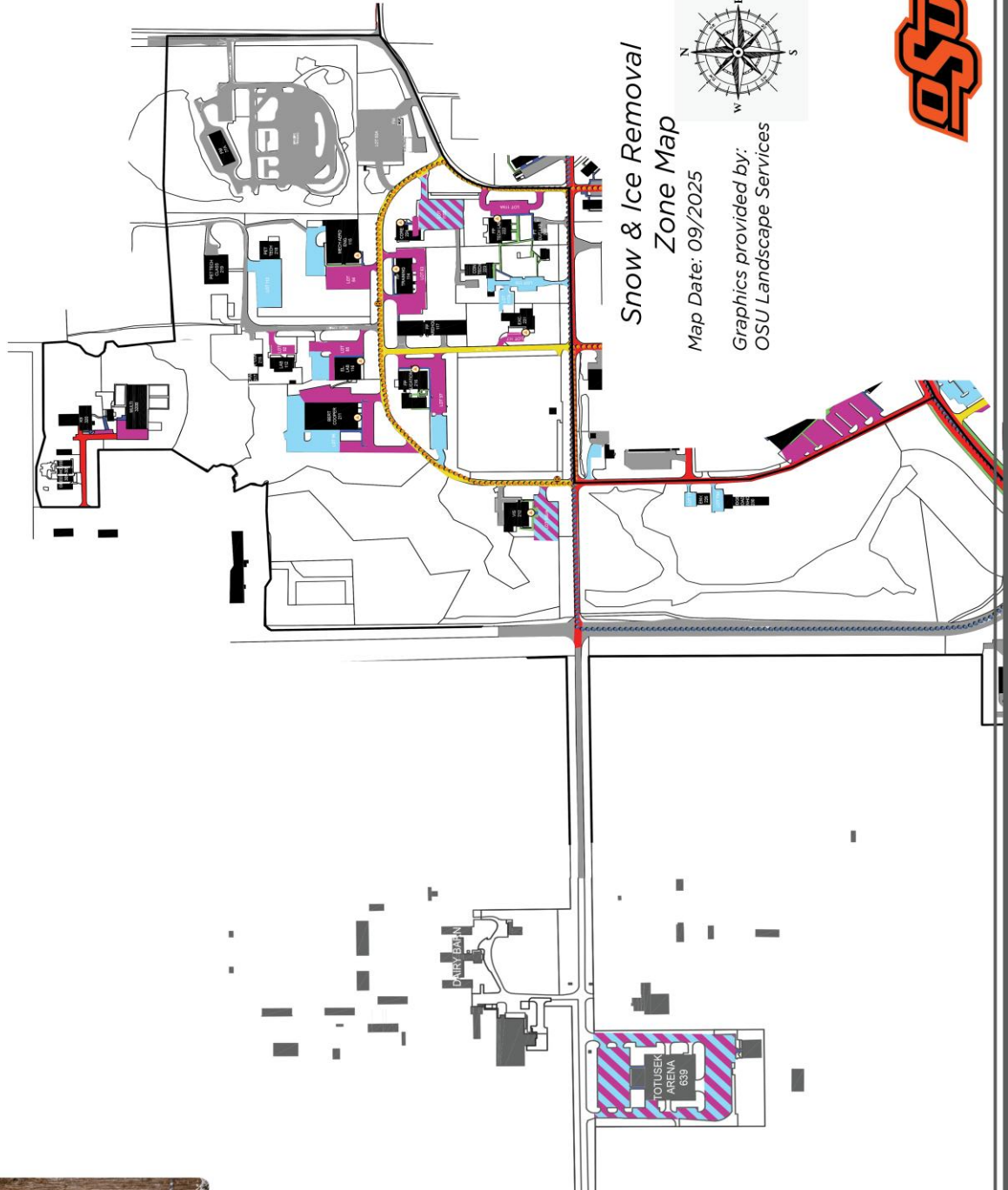
Snow & Ice Removal Zone Map

Map Date: 09/2025

Graphics provided by:
OSU Landscape Services



Zone 10



- Primary Asphalt Lot
- Secondary Asphalt Lot
- Gravel Lot
- Primary Walk
- Secondary Walk
- Primary Street
- Secondary Street
- City/OSU Assisted
- Bus Routes
- Construction Area
- Bus Stop
- ADA Entrance

Snow & Ice Removal Zone Map

Map Date: 09/2025

Graphics provided by:
OSU Landscape Services



APPENDIX B: SNOW/ICE REMOVAL RESOURCES

FACILITIES MAINTENANCE EQUIPMENT

- (1) Tractor 4120 with Front End Loader and Box Blade**
- (2) Tractor with Front End Loader without Box Blade**
- (2) Dump Truck, Single Axle with Snowplow Blade and Salt Spreader**
Clear streets, lots and intersections
- (1) Dump Truck, Single Axle**
Haul snow when needed.
- (6) Mower Mounted Snowplows (V-Blade)**
Clearing sidewalks
- (6) Mower Mounted Snow Brooms**
Clearing sidewalks
- (1) Backhoe**
Used to clear intersections and remove plowed snow in lots and streets.
- (1) Skid-Steer Loader (Blade)**
- (1) Skid-Steer Loader (Broom)**
Used on sidewalks and building entrances.
- (3) Pickups with Snow Blades**
Used to clear parking lots
- (2) Utility Vehicles with Snow Brooms**
Clearing sidewalks
- (1) Utility Vehicles with Sand Spreader**
- (1) Utility Vehicles with Salt Spreader (Big Horn)**
Clearing sidewalks and roads
- (1) Turf Teq**
Clearing sidewalks
- (Many) Various Hand Snow Shovels and Equipment**

Equipment Rentals

- (2) Skid-Steer Loader with Blade (as needed depending on conditions)**
Used on sidewalks and building entrances
- (1) Motor Grader**
Clear Streets, parking lots, and intersections
- (1) Wheel Loader**
Loading, clear parking lots

Labor

Labor will vary and be diverted from other functions within Facilities Management to assist with snow-removal or other weather-related efforts.

Certain maintenance and custodial tasks may be deferred if resources are required to focus on snow/ice-removal.

- **Grounds/Landscape Services Department**

Focus on sidewalks, stairs, building entrances, crosswalks, and intersections utilizing power brooms, tractors, skid-steer snowplow, snow blowers, and hand tools.

- **Shop Support / Heavy Equipment Department**

Streets and intersections, parking lots and sidewalks utilizing; Dump trucks, motor graders, back hoes, skid-steer snowplow, pickup snowplows, and tractors.

- **ABM Custodial Services Contractor**

Building entrances, ADA ramps, and stairs utilizing; Shovels, brooms, mops, and hand broadcasting ice melt.

- **Skilled Trades Departments**

Parking lots and sidewalks utilizing; Shovels, brooms, mops, and hand broadcasting ice melt. Electric-Plumbing Department to move Math Generator Set to site should weather predictions warrant.

Note: ABM Custodial Service

ABM Custodial Services within buildings will be curtailed, as ABM staff will be utilized to assist in clearing building entrances, sidewalks, stairs and ramps. Normal duties when resumed will focus on common areas.

Plan Preparedness Levels

Levels of action that will occur as local media weather sources forecast chances in (%'s) for snow/ice as follows:

Level One -National Weather Service forecast a 50% chance of snow/ice on the 7-10 day forecast.

- A general review of: this document set, labor, equipment and material is performed.
- Vendors are contacted for equipment delivery, purchase orders are written, approved and ready to issue.
- Material stockpiles are inventoried and prepared.

Level Two - National Weather Service forecast a 30% chance of snow/ice on the 5-day forecast.

- Labor is identified and equipment is readied.
- Purchase orders are processed to vendors for equipment deliveries.

Level Three - National Weather Service forecast a 30% chance of snow/ice in the next 24hours.

- Labor is assembled to review the plan, assignments are handed out and time-lines established.
- Vendor provided rental equipment is delivered.
- Facilities Management equipment is assembled; plows, spreaders, weights, fuel and tire chains.
- Phone message recordings with report to work times identified.
- Facilities Management Landscape Services will be available to assist OSUPD, University Department of Brand Management, and the City of Stillwater.

APPENDIX C: U.S. WEATHER SERVICE DEFINITIONS

WATCH:

A forecast issued well in advance of a severe weather event to alert the public of the possibility of a particular hazard, such as tornadoes, severe thunderstorms, flash floods, winter storms, or heavy snows.

WARNING:

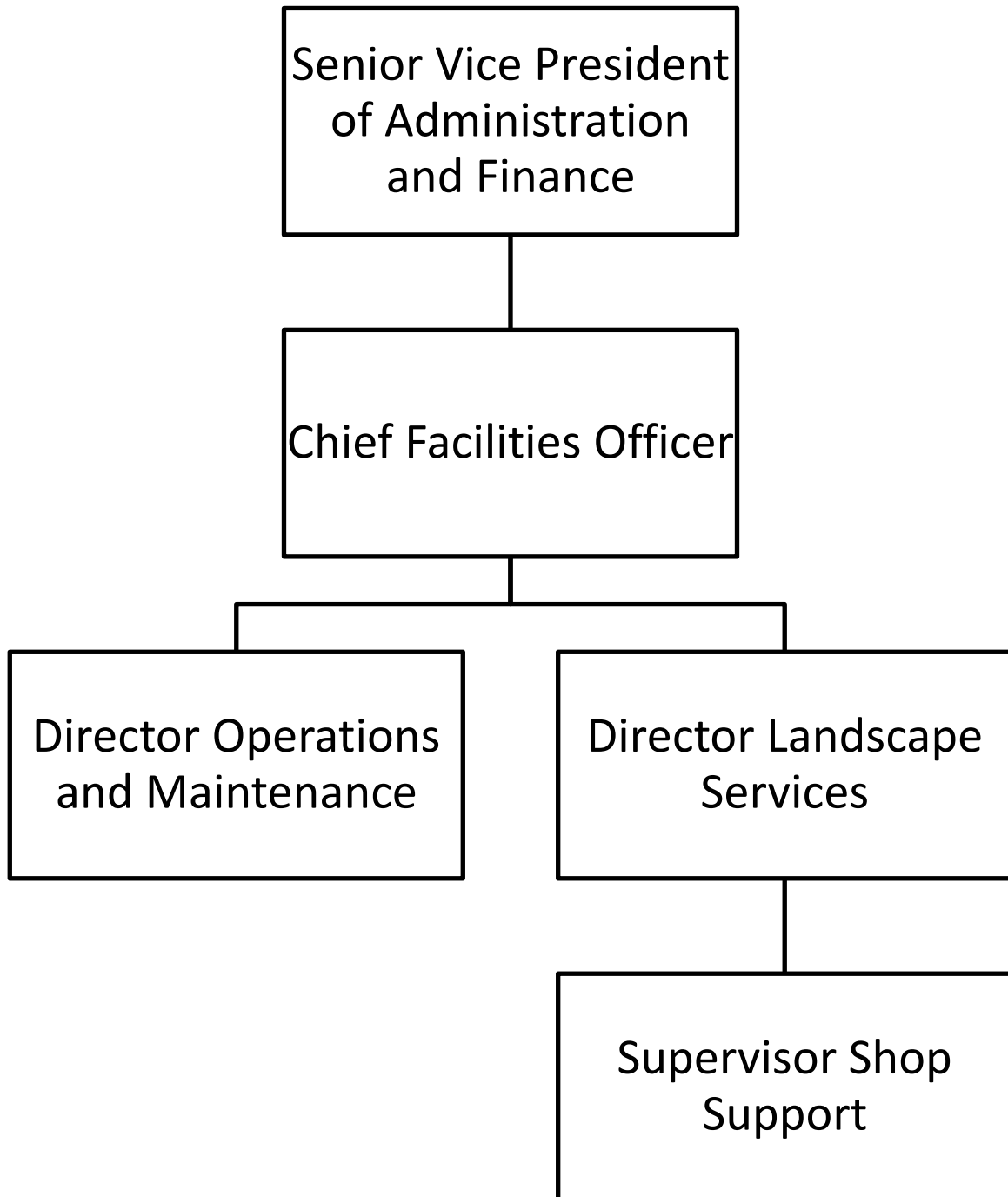
A forecast issued when severe weather has developed, is already occurring and reported, or is detected on radar. Warnings state a particular hazard or imminent danger, such as tornadoes, severe thunderstorms, flash floods, winter storms, heavy snows, etc.

BLIZZARD WARNING:

Following conditions 3 hours or longer include wind, sustained or frequent gusts to 35 mph or greater. Snow falling or blowing frequently reducing visibility to less than ¼ mile.

When temperatures are below 20 degrees F. emphasizing life-threatening nature of cold conditions.

APPENDIX D: NOTIFICATION SEQUENCE FLOW CHART AND TELEPHONE LIST



APPENDIX E: LABOR RESOURCES BY DEPARTMENT

Plan Execution

Landscape Services Maintenance

Maintenance Manager & (65) Zone Staff

Zone 1, Zone 2, Zone 3

Z1 Leader (4) Staff	Z2 Leader (4) Staff	Z3 Leader (2) Staff
------------------------	------------------------	------------------------

Zone 4, Zone 5, Zone 6

Z4 Leader (2) Staff	Z5 Leader (2) Staff	Z6 Leader (2) Staff
------------------------	------------------------	------------------------

Zone 7, Zone 8, Zone 9

Z7 Leader (3) Staff	Z8 Leader (3) Staff	Z9 Leader (1) Staff
------------------------	------------------------	------------------------

Zone 10,

Z10 Leader
(2) Staff

Irrigation Services Weed & Pest Control STAFF = F.T.P.

Leader (1) Staff	Leader (0) Staff
---------------------	---------------------

Installation & Horticulture Services

Installation & Horticulture Services Manager & (7) Staff

Installation

Leader
(6) Staff

Horticultural Services

Greenhouse & Nursery Coordinator
(1) Staff

ALL OTHER SUPPORTING FACILITIES MANAGEMENT DEPARTMENTS

Class 1 Storm: 0 supporting departments

Class 2 Storm: Minimum of 15 people from supporting departments up to ALL “*available*” personnel including Managers and Directors.

Class 3 Storm: N/A, 0 supporting departments (All removal efforts have stopped until conditions improve)

APPENDIX F: EQUIPMENT AND MATERIAL VENDORS

Equipment Vendors

Warren Cat
15 North Meridian Avenue
Oklahoma City, OK 73107-6501
Phone: (405) 947-6771

Yellow House Machinery
1300 West Chestnut Ave.
Enid, OK 73073
Phone: (580) 233-5000
Toll Free: (800) 522-0385 (24-hour notice)

Kinnunen Inc. Sales & Rentals
707 East 6th Ave.
Stillwater, OK 74074
Phone: (405) 743-4400

Hertz Rental
123 South Perkins Rd.
Stillwater, OK 74074
Phone: (405) 372-7666

United Rental
3520 North Perkins Rd.
Stillwater, OK 74075
Phone: (405) 372-1591

Material Vendors

Sand

Stillwater Sand and Gravel Company
4623 S Perkins Rd.
Stillwater, OK 74074
Phone: (405) 372-4050

Kerns Construction
1717 S. Perkins Rd.
Stillwater, OK 74074
Phone: (405) 372-2750

Dolese Bros. Company
415 E. 6th Ave.
Stillwater, OK 74074
Phone: (405) 372-5921

Salt

Stillwater Milling Company
512 East 6th Ave.
Stillwater, OK 74074
Phone: (405) 372-3445

Cimarron Valley Coop.
Perkins, OK
Phone: (405) 547-2423

Ice Melt

Facilities Management Supply Warehouse

Biotech Products (Snow Plow Ice Melt)
1529 West Main St.
OKC, OK 73106-3013
Phone: (800) 234-9795

Estes Chemical Company
1819 N.W. 5th
OKC, OK 73106
Phone: (405) 235-7575

Grimsley's
119 East Airport Rd.
Stillwater, OK 74075
Phone (405) 533-5300

Backup

Lowe's of Stillwater
1616 North Perkins Rd.
Stillwater, OK 74075
Phone: (405) 377-3000

Agrium Advanced Technologies
5201 West Reno Suite E.
OKC, OK 73127
Phone: (405) 598-3582