



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Agenda - Final Transportation Board

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Thursday, October 4, 2018

5:30 PM

1000 Central Avenue, Room 110

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1. CALL TO ORDER / ROLL CALL

2. APPROVAL OF AGENDA

3. PUBLIC COMMENT

*This section of the agenda is reserved for comments from the public on items that are not otherwise included in this agenda.*

*Please Limit Public Comment to 3 Minutes.*

4. LIAISONS' REPORTS

5. APPROVAL OF MINUTES

[11252-18](#) Approval of the September 6, 2018 Transportation Board Minutes

**Presenters:** Sriram Swaminarayan, Chair of the Transportation Board

**Attachments:** [A-DRAFT September 6, 2018 Transportation Board Meeting Minutes](#)

6. OLD BUSINESS

7. NEW BUSINESS

[11253-18](#) Supplemental Environmental Project (SEP) - East Jemez Road/NM 4 Intersection

**Presenters:** Eric Martinez, County Engineer

**Attachments:** [A - SEP Presentation](#)

[11254-18](#) Electric Bus Presentation

**Presenters:** Annette Granillo, Transportation Division Manager

**Attachments:** [A - Electric Bus Presentation](#)

[11274-18](#) Presentation and Possible Approval of the FY19 Snow & Ice Control

Plan.

**Presenters:** Daniel Erickson, Traffic and Streets Manager

**Attachments:** [A - DRAFT Snow & Ice Control Plan](#)  
[B - Snow & Ice Control Plan Presentation](#)

## 8. PROJECT UPDATES

[11255-18](#) Public Works Staff/Project Update - September 2018

**Presenters:** Jon Bulthuis, Deputy Public Works Director

**Attachments:** [A - Public Works Update for September 2018](#)

## 9. CHAIRPERSON'S REPORT

## 10. FUTURE AGENDA ITEMS

- \* *Golf Course Crossing Update*
- \* *LANL Trail Map*
- \* *Wildlife Issues*
- \* *District 5 Traffic Engineer*
- \* *NMDOT 502 Update*
- \* *Flow Trail Update*

## 11. ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 505-662-8040 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Public Works Division at 505-662-8150 if a summary or other type of accessible format is needed.



# County of Los Alamos

## Staff Report

October 04, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 11252-18

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**...Title**

Approval of the September 6, 2018 Transportation Board Minutes

**...Recommended Action**

**I move that the Transportation Board approve the September 6, 2018 minutes as presented.**

**OR**

**I move that the Transportation Board approve the September 6, 2018 minutes as amended.**

**...Attachments**

A - DRAFT September 6, 2018 Meeting Minutes



# County of Los Alamos

## Minutes

### Transportation Board

1000 Central Avenue  
Los Alamos, NM 87544

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Thursday, September 6, 2018

5:00 PM

1000 Central Avenue, Room 110

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#### 1. CALL TO ORDER / ROLL CALL

The September 6, 2018 Transportation Board Meeting was called to order at 5:00 p.m.

Present: Sriram Swaminarayan, Chair; Don Machen, Vice-Chair; David Schiferl, Member; Julie Bennett, Member; Terrence Foecke, Member; and Nancy Barnes, Member (arrived at 5:25 pm).

Absent: Kyle Wheeler, Member.

Staff in attendance: Jon Bulthuis, Deputy Public Works Director; Daniel Erickson, Traffic & Streets Division Manager; and Louise Romero, Office Manager.

Members of the public in attendance:

Sgt. Benjamin Irving, Los Alamos Police Department  
Nancy Boudreau, 2565 36th Street; spoke.

#### 2. APPROVAL OF AGENDA

A motion was made by Member Bennett, seconded by Member Schiferl that the September 6, 2018 agenda be approved as amended; motion passed unanimously.

Public Comment was moved after New Business

#### 3. PUBLIC COMMENT

Item moved after New Business

#### 4. LIAISONS' REPORTS

**Member Schiferl** attended the Tourism Implementation Task Force meeting on August 23, 2018. He provided the following report.

1. Final five candidate spaces for relocated Visitors Center were chosen.



Staff will look into costs, etc. and report at next TITF meeting. No ranking between them.

2. Actively coordinate with T-Board on appropriate Priority Action Items from the Tourism Strategic Plan, such as expanding ACT to provide some weekend service.

3. Katie Bruell (PEEC) suggested that we might put free Wi-Fi on Bandelier buses, and have visitors take a short survey to get access. This is to capture Bandelier tourists for other Los Alamos attractions and businesses. First, we need more data about them.

4. Public comment included major safety concerns about the proposed "Flow Trail."

(I invited them to come to our next T-Board meeting - tonight's.)

**Vice-Chair Machen** mentioned the high school Zero Waste Group started a Get Rid of the Brown Plastic Bag Campaign, Smith's has decided to do away with the brown plastic bags.

## 5. APPROVAL OF MINUTES

[11162-18](#)

A motion was made by Member Wheeler, seconded by, Member Machen that the August 2, 2018 meeting minutes be approved as presented; motion passed unanimously.

## 6. OLD BUSINESS

## 7. NEW BUSINESS

[11164-18](#)

Diamond Drive Crossing Evaluation presented by Daniel Erickson, Traffic & Streets Division Manager.

- Data collection parameters - Diamond Drive at the Golf Course
- Available Treatments
  - Yield here or stop here pedestrian's signs
  - Pedestrian activated flashing LEDs in the border of a warning sign
  - Pedestrian activated warning beacons

- In-roadway warning lights
- Midblock pedestrian signals
- Pedestrian hybrid beacons
- Pedestrian Hybrid Beacon (Hawk Signal)
- Rectangular Rapid Flashing Beacon
- Existing Conditions
- Next Steps

The presentation is attached.

### 3. PUBLIC COMMENT

Nancy Boudreau, 2565 36th Street; spoke regarding Flow Trail issues.

### 8. PROJECT UPDATES

[11163-18](#)

Due to time constraints Jon Bulthuis, Deputy Public Works Director, asked that members review the update and bring any questions they may have to the next meeting.

### 9. CHAIRPERSON'S REPORT

Chair Swaminarayan did not have an update.

### 10. FUTURE AGENDA ITEMS

- Electric Bus Update
- LANL Trail Map
- Wildlife Issues
- District 5 Traffic Engineer
- NMDOT 502 Update
- Flow Trail Update

### 11. ADJOURNMENT

A motion was made by Member Schiferl, seconded by Machen that the September 6, 2018 meeting be adjourned at 5:45 p.m.; motion passed unanimously.

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# County of Los Alamos

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 11253-18

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**...Title**

Supplemental Environmental Project (SEP) - East Jemez Road/NM 4 Intersection

**...Body**

Presentation by Albert Thomas, P.E. - Senior Vice President, Bohannon Huston

**...Attachments**

A - Presentation

# LANL FY 19 SEP East Jemez Road NM 4 Intersection USACE Contract W912PP-15-D-0024

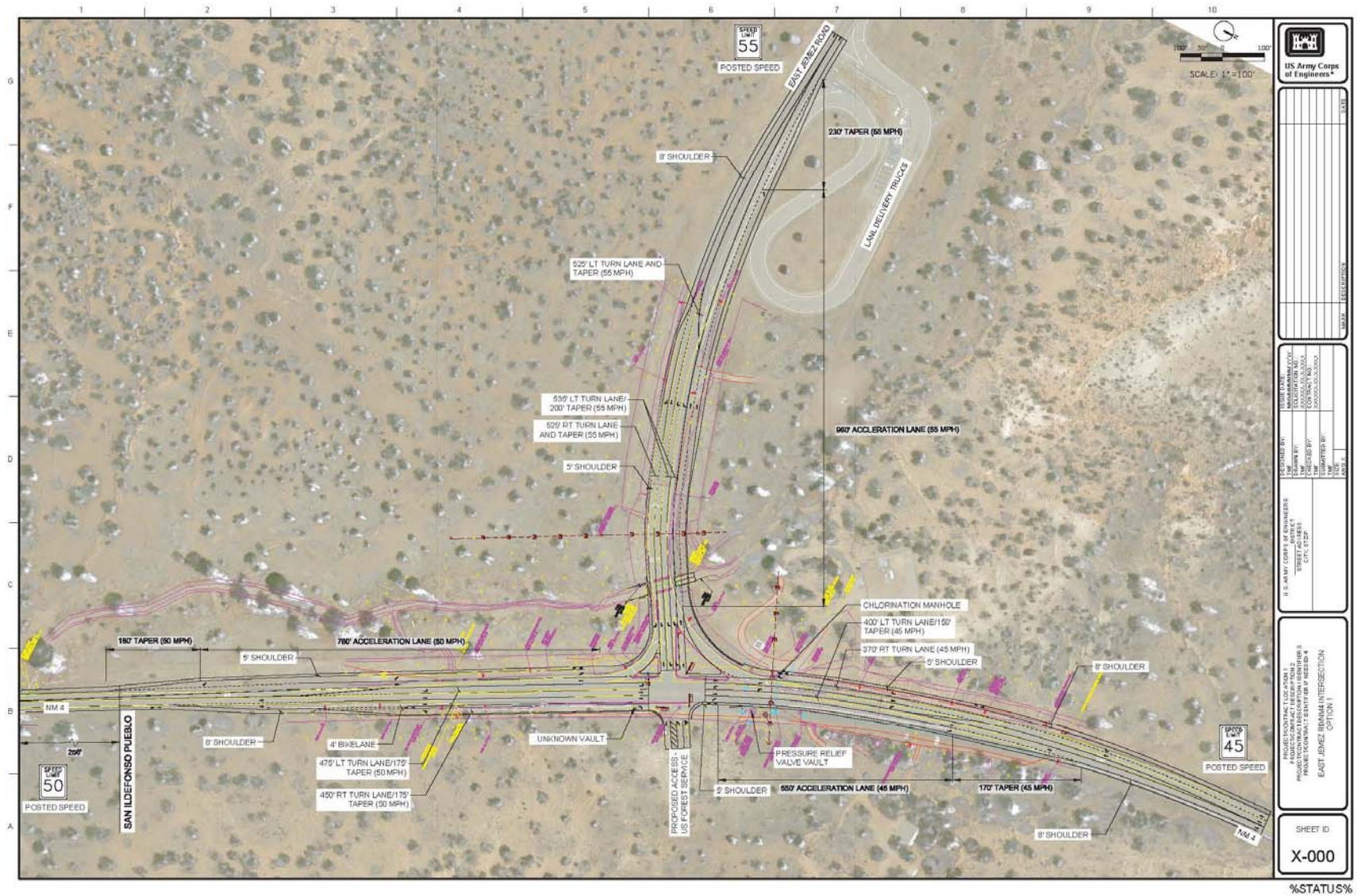
Los Alamos Transportation Board  
October 4, 2018



Bohannon  Huston

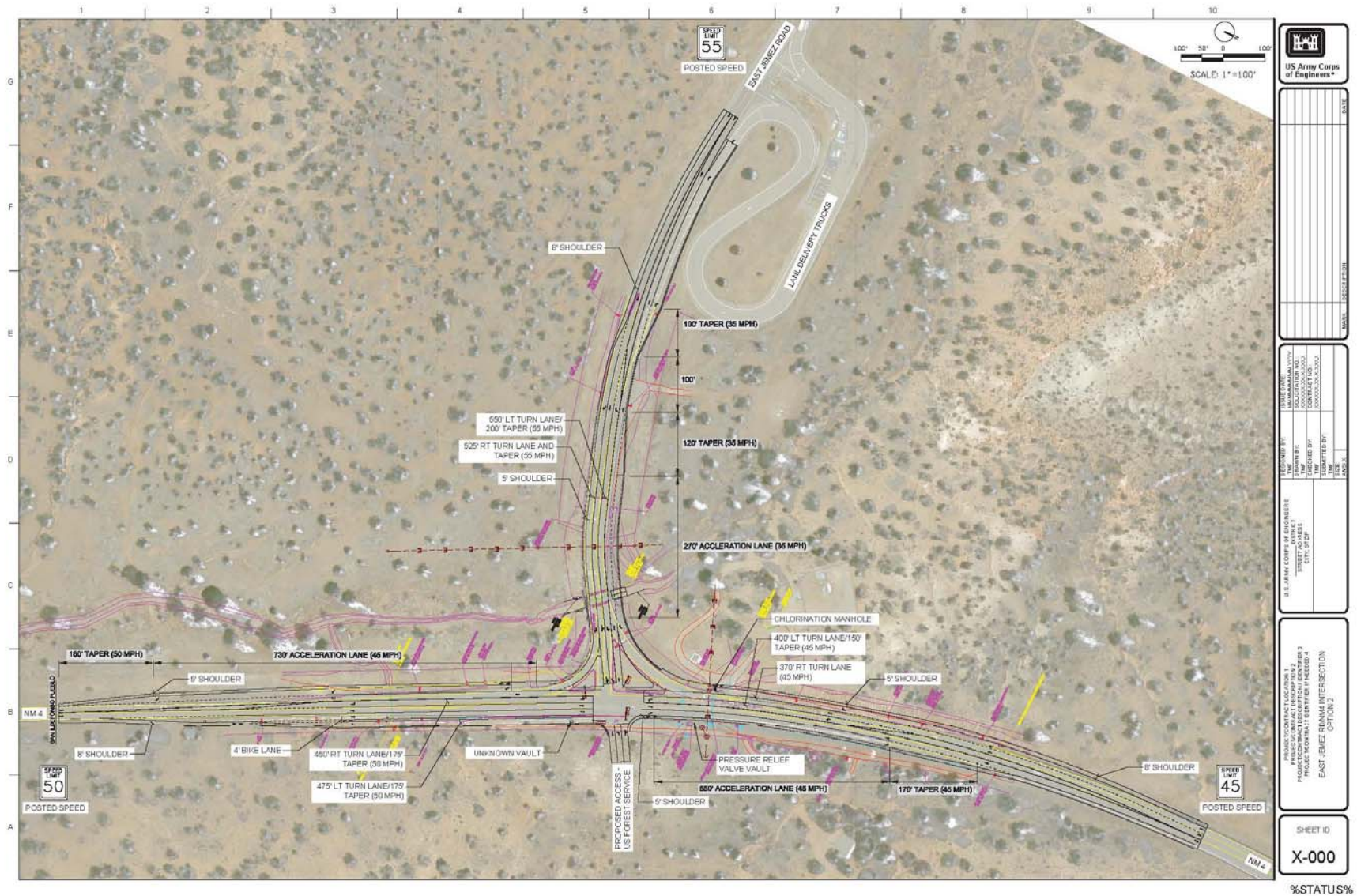


# Concept 1



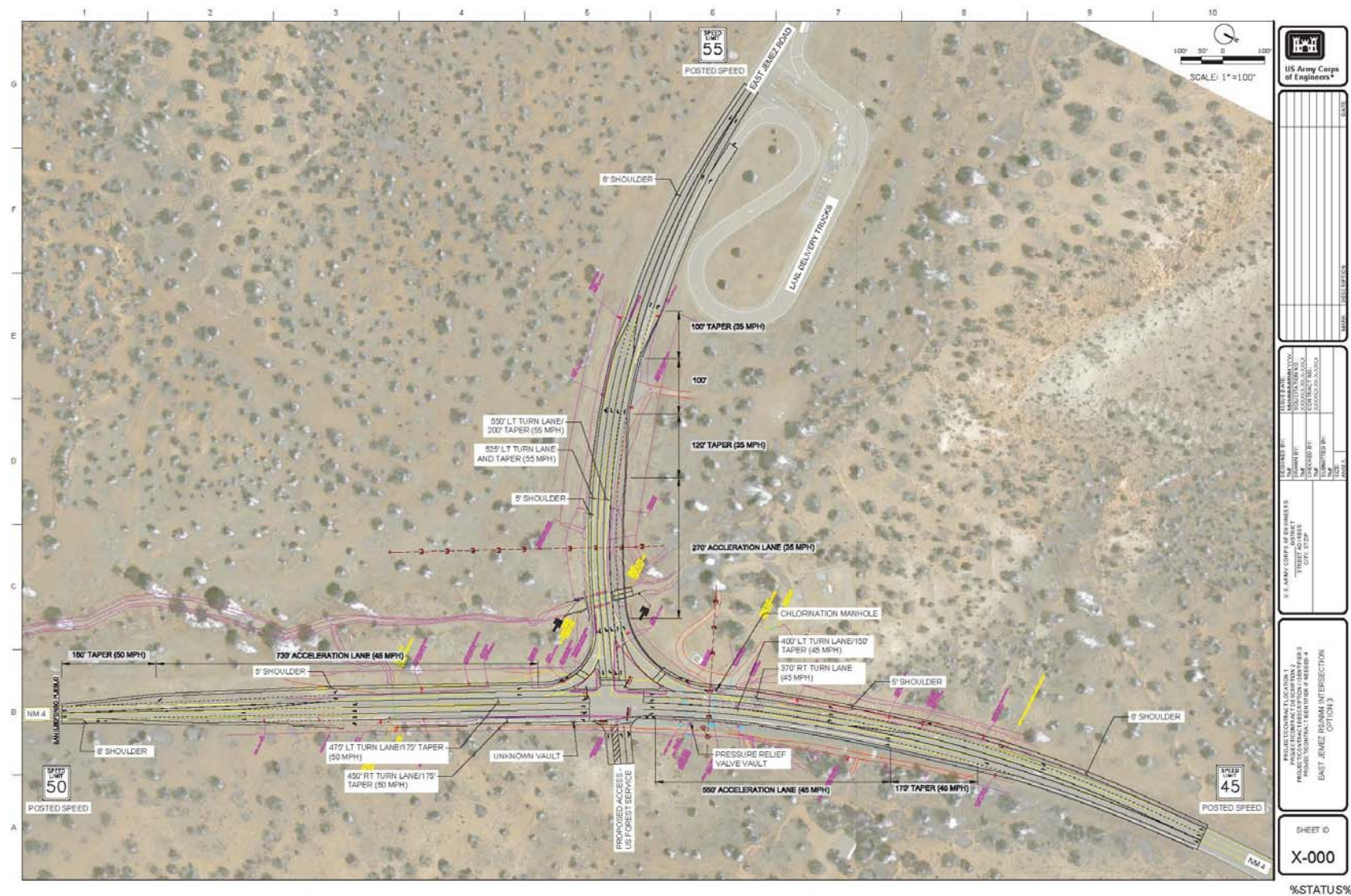


# Concept 2





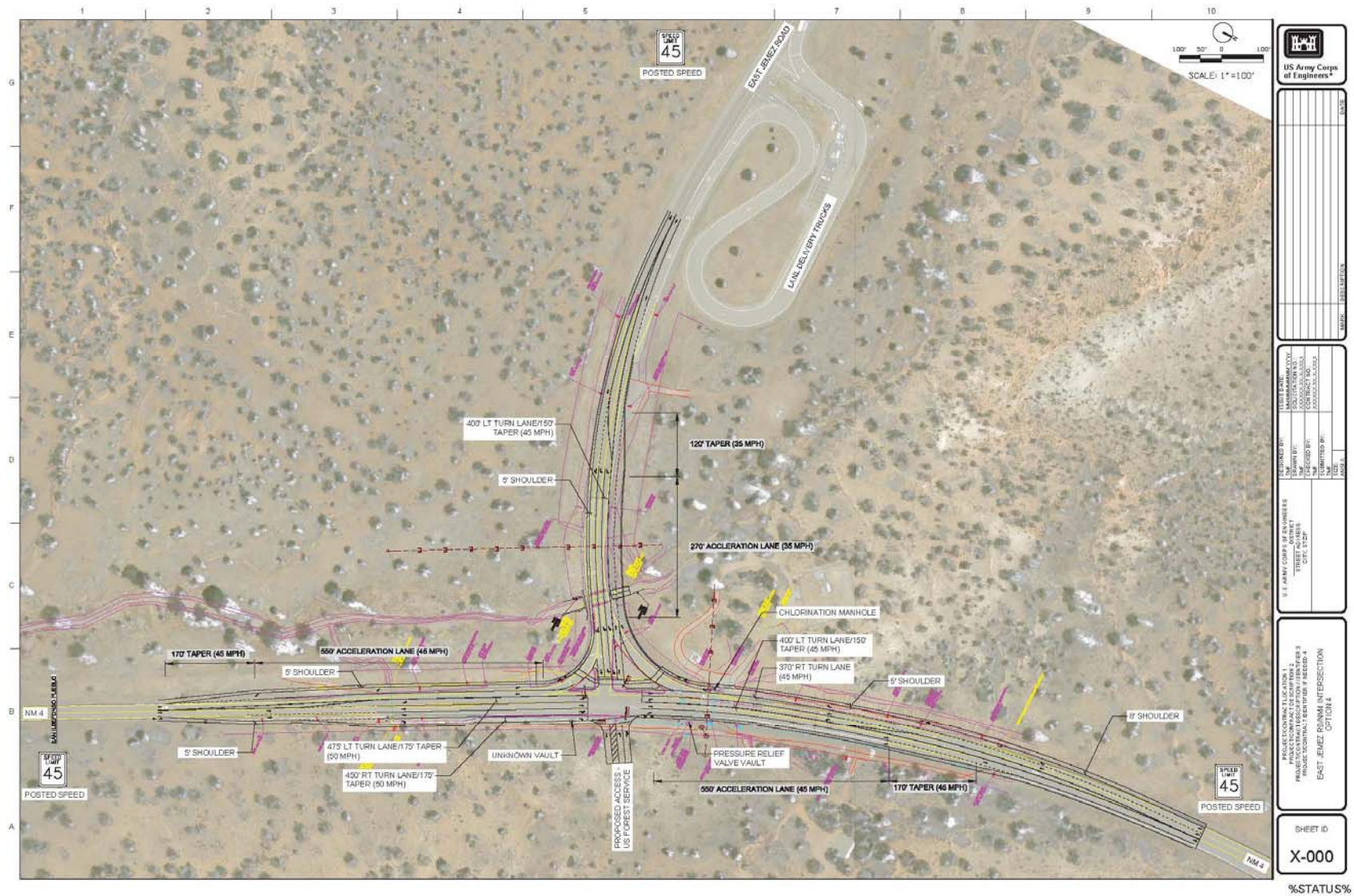
# Concept 3



%STATUS%



# Concept 4







# County of Los Alamos

## Staff Report

October 04, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 11254-18

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**...Title**

Electric Bus Presentation

**...Body**

Presentation by Annette Granillo, Transit Division Manager

**...Attachments**

A - Presentation

# GOING ELECTRIC

Los Alamos County / Atomic City Transit  
Electric Powered Bus Project  
Presentation to Transportation Board  
October 4, 2018

# Time Line

- June 12, 2018 - County Council approval to apply for Federal Transit Administration (FTA) No-Low Emissions grant.
- August 24, 2018 – FTA announces grant award \$84.5 million to fifty-two projects in forty-one states with New Mexico being one of the states.
- August 28, 2018 – Press release – Udall, Heinrich, Lujan support of grant award for 1.48 million dollars for electric powered bus and charging station procurement
- March, 2019 - receive grant contract from NMDOT and proceed with procurement

# Press Release

U.S. REPRESENTATIVE BEN RAY LUJÁN

FOR IMMEDIATE RELEASE: August 24, 2018

## Udall, Heinrich, Luján Announce \$1.48 Million For Los Alamos Electric Buses

WASHINGTON, D.C. - Today U.S. Senators Tom Udall and Martin Heinrich and U.S. Representative Ben Ray Luján announced that the Department of Transportation has awarded Los Alamos Atomic City Transit \$1.48 million through the Low or No Emission Grant Program to purchase new zero-emission battery electric buses to replace the City's existing diesel fleet.

Atomic City Transit offers transit service in both Los Alamos and White Rock, ADA complementary paratransit, and a shuttle service to Bandelier National Monument during peak visitor season. This project is the first stage of the County of Los Alamos's effort to introduce low or no emissions vehicles. Battery electric buses reduce energy consumption and carbon emissions. It's estimated that over the 12-year life of a typical bus, replacing just one diesel transit bus with a zero-emission battery electric bus can save over 2.4 million pounds of direct emissions.

"The introduction of electric buses into Los Alamos County's public transit system demonstrates New Mexico's growing commitment to clean energy technology," said Udall. "This grant enables Los Alamos to begin the transition to energy-efficient electric buses. These buses are cheaper to maintain and produce zero tailpipe emissions, proving that these technologies can reduce costs as well as our carbon footprint. Most importantly, this investment helps the county better serve its ridership – the people of Los Alamos and White Rock will enjoy a safer environment and cleaner, quieter public transit. As a senior member of the Appropriations Committee, I'll keep fighting to unleash federal investment in our communities to protect our environment and advance our clean energy economy."

"Once again, Los Alamos is leading the way, this time by making the transition to all electric public transit," said Heinrich, a member of the Senate Energy and Natural Resources Committee. "The electrification of the transportation sector, including public transit, will be critical in solving our climate and carbon pollution challenges. I am proud to support this grant for Los Alamos as it helps to accelerate the transition to an emission free transportation sector."

"This grant will support the Atomic City Transit in incorporating new, electric buses into their transit circulation. This will save the city money, reduce emissions, and is an important step forward in bringing the latest technology to Los Alamos's transit system," said Luján. "The cost to fuel electric and fuel-efficient vehicles can be half of a conventional engine. As a member of the Energy and Commerce Committee, I look forward to encouraging the greater adoption of electric vehicles to enable more affordable transportation, a cleaner environment, and to promote greater energy security for the United States."

###

Contacts: Whitney Potter (Heinrich) 202.228.1578 / Ned Adriance (Udall) 202.228.6870 / Victoria Oms (Luján) 202.225.6190

Follow Martin Heinrich on Facebook, Twitter, and Instagram:

## Congressional Delegates Support FTA Grant Award

- Senator Tom Udall
- Senator Martin Heinrich
- Representative Steve Pearce
- Representative Ben Ray Lujan
- Representative Michelle Lujan Grisham

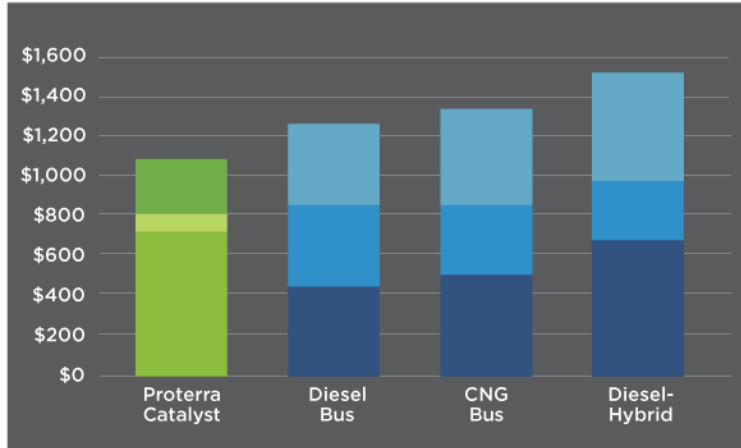
Attachment A



# Why Electric Buses?

## PROTERRA 35-FOOT CATALYST® VEHICLE LIFETIME OPERATIONAL SAVINGS

\$462K vs. Diesel • \$467K vs. CNG • \$479K vs. Hybrid






Est. over 12 year lifetime / \$ in thousands

## PROTERRA CATALYST ELECTRIC VEHICLES ACHIEVE UP TO 29 MPGe

Proterra's focus on advancing electric vehicle technology to deliver the world's best performing transit vehicles has led to the development of a number of impressive features. Chief among these is a drivetrain and propulsion system that enable fuel economies of up to 29 MPGe\*. This results in a substantial improvement over conventional combustion engines. Combined with the inherently lower volatility of electricity prices over the life of the bus vs. CNG and diesel fuels, Proterra vehicles offer best-in-class efficiency, reduced operating costs and refined budgeting accuracy.

\*Operating efficiency will vary with route conditions, vehicle configuration and driver behavior.

HYBRID	DIESEL	CNG
5.0 MPG	3.9 MPG	3.2 MPG
		
59¢ PER MILE	76¢ PER MILE	67¢ PER MILE

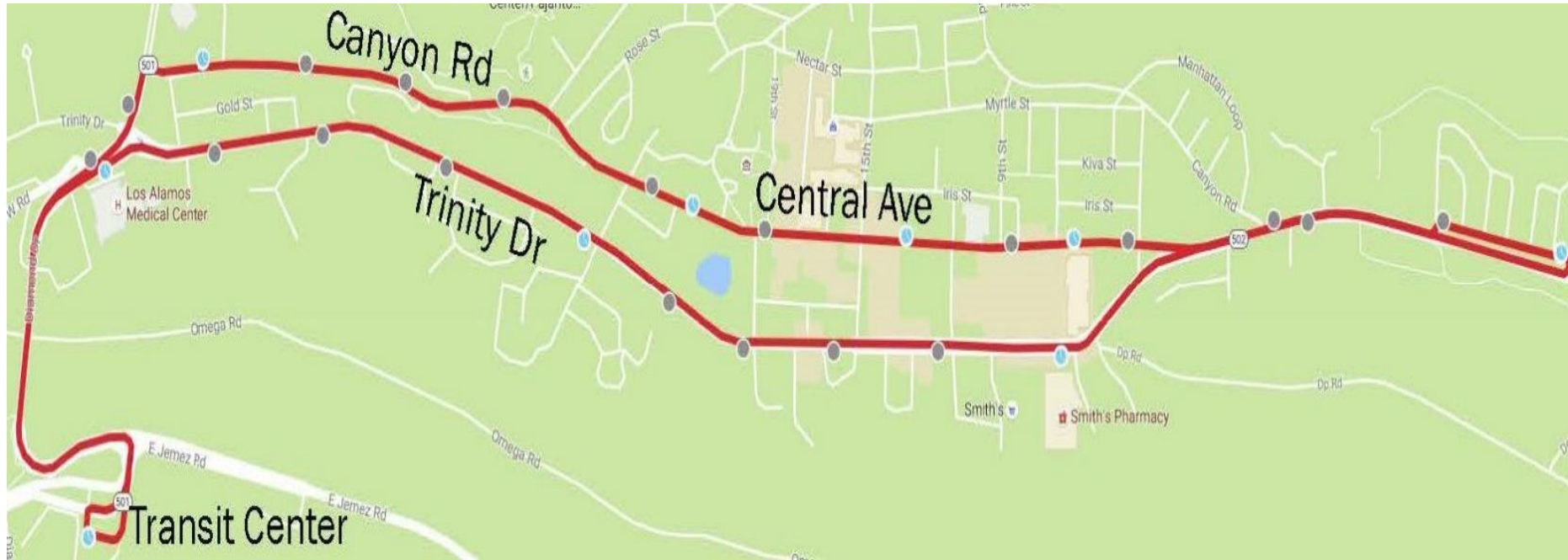
## PROTERRA

# 29.5 MPGe



# 19¢ PER MILE

# Route 1 – Downtown Circulator



# Route 1 – Downtown Circulator

- Operates 180 revenue miles per day
- 30-minute service provided from 6:35 am until 6:56 pm
- 15-minute (peak service) provided from 11:00 am to 12:58 pm

## ROUTE SIMULATION RESULTS – Route 1

Route Information	35' Catalyst E2
Route Name	<b>1</b>
Distance	6.1
Duration	21 Mins.
Average Speed	17.43
<b>Average Day Results</b>	
Passenger Count	40
Ambient Temperature	60
Efficiency	<b>1.861 kWh/mi</b>
MPGe	20.22
Achievable Range	<b>189.1 mi</b>
<b>Environmental and Operating Impact</b>	
<b>Hot Day</b>	
Passenger Count	40
Ambient Temperature	79
Efficiency	<b>1.862 kWh/mi</b>
MPGe	20.21
Achievable Range	<b>189.0 mi</b>
<b>Cold Day</b>	
Passenger Count	40
Ambient Temperature	37
Efficiency	<b>2.530 kWh/mi</b>
MPGe	14.88
Achievable Range	<b>139.2 mi</b>

Attachment A



# Route 1 – Downtown Circulator

- Route most visible by visitors and residents of Los Alamos and White Rock
- Ability to advertise the “hidden gems” of the County
  - Examples:
    - Gateway to three National Parks
    - Fuller Lodge
    - Hiking and Biking Trails
    - Pajarito Mountain
- Ability to implement Council goal of renewable and sustainable energy

# What Can the Buses Look Like?







# Electric Bus Charging Stations



# Additional Charging Stations



# Questions?





# County of Los Alamos

## Staff Report

October 04, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 11274-18

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### **...Title**

Presentation and Possible Approval of the FY19 Snow & Ice Control Plan.

### **...Recommended Action**

**I move that the Transportation Board recommend approval of the FY19 Snow & Ice Control Plan.**

**OR**

**I move that the Transportation Board recommend approval of the FY19 Snow & Ice Control Plan with the following changes (insert changes).**

### **...Body**

Los Alamos County Code Article XI - Transportation Board, Section 8-283 outlines the Transportation Board's duties and responsibilities and includes as item (3), "Review and provide input to council on any recommended changes to the snow and ice control plan."

The FY19 Snow & Ice Control Plan should be considered an emergency response plan that is a living document. Storms are variable; therefore, the snow and ice control plan is not policy and allows for real time decisions and changes to be made in the field based on actual conditions.

The success of the FY19 Snow & Ice Control Plan should be evaluated in the spring of 2019.

### **...Attachments**

A - DRAFT FY19 Snow & Ice Control Plan

B - Snow and Ice Control Plan Presentation





# LOS ALAMOS

## Public Works

Traffic & Streets Division  
101 Camino Entrada, Building 1, Room 216  
Los Alamos, New Mexico 87544  
505-662-8113

Prepared by: Daniel E. Erickson, Traffic & Streets Division Manager



Recommended by:

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Philo S. Shelton  
Public Works Director

Approved by:

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Harry Burgess  
County Manager



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DRAFT

# Los Alamos County

## Snow & Ice Control Plan

### *FY19 Season*

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#### **I. Purpose**

The purpose of this plan is provide a comprehensive strategy and approach to the snow and ice control operations of Los Alamos County to provide emergency response to winter storms in a safe, efficient, and cost-effective manner.

This plan serves as a guiding document for Los Alamos County and is a *living document* that is subject to change without notice due to the unpredictability of each and every storm that impacts the County. *Due to the variable nature and severity of these winter storms, managers and supervisors will have the ability to make real time decisions and changes to this plan based on actual emergency conditions while considering the safety of the community and County staff.* Therefore, this plan reflects the primary expectations of the County management while still maintaining the flexibility needed to effectively address each storm.

Another purpose of this plan is to communicate to the governing officials and citizens of Los Alamos County the responsibilities, priorities, and available resources that will be used when responding to the winter storms.

#### **II. Mission Statement**

Winter storms in Los Alamos County can impede vehicular, bicycling, and pedestrian traffic causing significant delays and negatively impacting emergency response throughout the community. Therefore, it is the mission of the Snow and Ice Control Program to:

- Address each storm such that public safety is maintained to the best of the County's ability with the resources that are available;
- Control the impact of each storm in a cost effective and environmentally responsible manner through plowing and by use of sand, salt, anti-icing, and other types of de-icing materials;
- Reduce the hazards of winter conditions to motorists, transit riders, bicyclists, and pedestrians while enhancing the operations of emergency services; and
- Minimize the economic loss to local businesses and the community.

### III. Storm Response Goal

The goal, in responding to winter storms in Los Alamos County, is to provide reliable and cost-effective snow and ice control for the County's roads, streets, public transit routes, Safe Routes to School, emergency services, airport, parking lots, and selected walkways that is timely and aggressive to ensure the safety of the traveling public while minimizing community disruptions. The goal includes safe completion of an initial storm response within 24 hours of the end of a typical snow event; defined as snowfall of 6 inches or less.

### IV. Personnel

The snow and ice control storm response program requires the use of up to twenty (20) County employees *per shift* to effectively and safely address the County's road and transportation system during severe weather conditions. While the Traffic & Streets Division is responsible for overseeing and orchestrating the emergency storm response, the Division does not have the amount of resources necessary to directly accomplish this task on their own. Therefore, the County Manager has authorized the Traffic & Streets Division to utilize administrative and field operations staff, materials, and equipment from multiple County departments and divisions as conditions require. All employees that are utilized for snow and ice control will be under the authority of, and accountable to, the Traffic & Streets Division during the event. Depending on the nature and severity of the storm, the support for snow and ice control operations will include personnel and equipment from the following divisions:

- Airport Division
- Custodial Division
- Facilities Division
- Fleet Division
- Parks, Recreation, & Open Space Division
- Traffic & Streets Division
- Transit Division
- Environmental Services
- Procurement Division - materials and supply support
- Department of Public Utilities - if additional support is needed
- Private Contractors – For large events

The following is a list of the County's departments and divisions that will be the primary or secondary responders during snow storm events in an effort to support the overall operation. These responders will be under the direct authority of the Traffic & Streets Division.

#### Public Works Department

The primary responsibility and authority for implementing the Snow and Ice Control Plan belongs to the Public Works Department. During a winter storm, the Public Works Department

has the authority to call on **any County resource** to assist in the implementation of the Snow and Ice Control Plan. Under the direction of the Public Works Director, the Public Works Department Traffic & Streets Division is responsible for the day-to-day snow and ice control operations and implementation of the plan.

### **Traffic & Streets Division**

The Traffic & Streets Division employees are the first initial responders to all snow and ice control events. Superintendents within this division provide oversight of the operations, while the Lead Operators provide on-site directions, and the employees operate the sand, salt, and plow trucks along with motor graders, front-end loaders, bombardiers, and other heavy equipment needed to effectively respond to a winter storm.

The Streets Maintenance Superintendent or designee with direction from the Traffic & Streets Manager will determine when to prepare for and begin the snow and ice control operations for each event. Also, the Superintendent or the Traffic & Streets Manager designee is directly responsible for the real-time snow and ice control operations and for initiating the emergency call-out for various crews, support divisions, and private contractors as needed. The Superintendent or the Traffic & Streets Manager Designee will also be responsible for coordinating after-hours, weekend, and holiday call-out procedures with various County staff and the Police Department. The Traffic & Streets Manager or designee will be the primary point of contact for Police to notify when they become aware of hazardous areas that are impassable. It should be noted that from the time the Police contacts the Traffic & Streets Manager or designee, it takes approximately 60-90 minutes before staff and equipment are available for an initial winter storm response.

Due to the 24-hour nature of snow removal operations, the Assistant Streets Superintendent will rotate the operational oversight with the Superintendent or the Traffic & Streets Manager designee every 12-hours. In addition to the Superintendents, Lead Equipment Operators (Leads) will be responsible for snow teams consisting of employees from the Traffic & Streets Division and from other County divisions assisting with the snow operations. The Leads will provide their team members with real-time directions and guidance while in the field.

### **Parks, Recreation, & Open Space Division**

The Parks, Recreation, & Open Space Division employees will be activated as needed by the Traffic & Streets Division. Their primary duties will be to assist in the clearing of selected public sidewalks, walkways, and stairways, including approved Safe Routes to School walkways and County maintained parking lots. Their secondary duties will be to clear Priority Three roads including residential streets. Their tertiary duties will be specified and assigned by the Traffic & Streets Manager, Street Superintendent, Assistant Superintendent, or their team Lead in the

field. Employees with CDL-B licenses (or greater) may be utilized on the large snow removal equipment, and will be under the direction of the Street Superintendent or designee during storm response operations.

The Parks employees will be responsible for clearing the two overpasses (including the stairways) on Diamond Drive at the High School and clearing the tunnel (including the stairs at the tunnel) located under Diamond at the roundabout. During normal winter storms, the Golf Course employees will clear the ramps and stairs to the Golf Course tunnel. However, if the Golf Course employees are unable to clear the access to the Golf Course tunnel, then the Parks employees will assist with the snow and ice control maintenance at the same time they are cleaning the roundabout tunnel.

During snow and ice control operations when Parks staff has been activated to assist with the event, they will report directly to and be responsible to their assigned snow team Lead in the Traffic & Streets Division. When Parks staff completes their snow and ice assignments, they will contact their snow operations team Lead for new assignments, other instructions, and their work schedule.

### Airport Division

The Airport Manager and Acting Airport Manager(s) are responsible for plowing snow at the Los Alamos Airport including the airport runway, plane tie-down areas to within 10-feet of any aircraft, areas surrounding the terminal building, airport parking lots, and Airport Road. If there is an unforeseen situation that occurs, and the Airport Manager or Acting Manager are unable to respond, the Airport Manager will contact the Traffic & Streets Division and coordinate an alternate plan with the Traffic & Streets Manager or designee. The Traffic & Streets Manager or designee may assign staff from the Traffic & Streets Division to plow the runway, road, and parking lots in accordance with this Plan's priority list (page 19). In case of an emergency air flight, the Airport's priority may be adjusted.

There are two dedicated snow plows assigned to the Airport. A  $\frac{3}{4}$  ton 4 x 4 pickup with a nine-foot-wide scoop plow blade and a 4 x 4 single axle dump truck with a 22-foot-wide plow blade. The large plow was purchased with an FAA grant and therefore *can only be used at the Los Alamos Airport*.

The Airport currently has historically had daily scheduled commercial air service and it is anticipated this service will continue in the future. Therefore, the runway, taxiway, and apron will need to be cleared a half-hour before the first flight of the day leaves and the last flight of the day arrives in coordination with the latest published flight schedules. Along with snow plowing on the airside (taxiways, runway, and apron inside the perimeter fence) plowing should occur on Airport Road and within the parking lot in order to accommodate air service

passengers and car rental operations. If needed, Airport staff may request help from the Traffic & Streets Division to assist with plowing, snow blowing to remove wind rows, and snow removal.

Examples of snow removal for the Airport would include the use of a front-end loader to lift snow over the guard rails at the north end of apron and taxiways between the T-hangers or the removal of snow piles along the edges of the taxiways. Airport management will be responsible for issuing any required Notice to Airmen or updates to the Automated Weather Observations System, the two primary communication tools for light planning information. Staff assigned to snow control on the airside will monitor the Airport Unicom radio (123.00) to announce activity, intention, and location as well as hear and respond to active flight communications. Both Airport's dedicated snow plows have Unicom radios so the radio monitoring can take place.

### **Transit Division**

The normal snow and ice control operations will provide for the snow removal services along existing public transit routes (roadways and sidewalks) in accordance with the Plan's priority schedule (page 19). These services will include the use of snow plows, sanding, salt, and deicers, as well as other heavy equipment as needed.

Transit employees will be activated as needed to perform the hand clearing of snow and ice from the bus shelters, access directly to the shelters from the longitudinal sidewalks, and areas around bus stops as time allows.

### **Custodial Division**

During snow and ice control operations when Custodial staff has been activated by either the Traffic & Streets Manager or designee or the Custodial Superintendent to assist with the event, they will report directly to the Custodial Superintendent. The Custodial Superintendent will be responsible for County facility access. When Custodial staff completes their snow and ice assignments for facility access, the Custodial Superintendent will contact the Traffic & Streets Division Designee for additional assignments or other instructions as the storm warrants. Their primary duties will be to assist with the clearing of the snow and ice from the public sidewalks, walkways, and parking lots of County maintained facilities such as the Municipal Building, Aquatic Center, Mesa Public Library, White Rock Library, Judicial Center, Fuller Lodge, Pajarito Cliffs Site, and other County facilities. Their focus will be to get County buildings and facilities safely accessible to County employees and the public. Their secondary duties will be specified and assigned by the Traffic & Streets Manager or designee.



## Facilities Division

The Facility Division employees will be activated as needed by the Traffic & Streets Division. This Division is the first backup to the snow and ice control on the roadways. Their primary duties will be to assist with the clearing of priority roadways as delegated by the Traffic & Streets Manager or designee. Employees with CDL-B licenses (or greater) may be utilized on the large snow removal equipment, and will be under the direction of the Traffic & Streets Manager or designee during storm response operations. Their secondary duties will be to clear approved Safe Routes to School and County maintained parking lots. The tertiary duties will be specified and assigned by the Traffic & Streets Manager or designee or their team Lead in the field.

During snow and ice control operations when Facilities staff has been activated to assist with the event, they will report directly to and be responsible to their assigned snow team Lead. When Facilities staff completes their snow and ice assignments, they will contact their snow operations team Lead for new assignments, other instructions, and their work schedule.

## Fleet Division

The Fleet Division employees will be activated for storm response as needed by the Traffic & Streets Division. The primary duties will be to support equipment, vehicle, and machinery needs such as repairs, plow edge replacements, chain installation, and field operations as needed. Their secondary responsibilities will be to plow the parking lots and site yards at the Pajarito Cliffs Site when directed to do so by the Traffic & Streets Manager or designee. The Fleet Division has a parts truck with a plow attachment and this vehicle could be used for the Pajarito Cliff Site parking lot plowing if time permits.

Once Fleet staff has been activated to assist with the snow event, they will report directly to and be responsible to the Traffic & Streets Manager or designee. When Fleet staff completes their snow and ice assignments, they will contact the Traffic & Streets Manager or designee for new assignments, other instructions, and their work schedule.

## Procurement Division

The Procurement Division is responsible for the procurement, warehousing, and storage of snow and ice control materials and supplies that are needed to effectively respond to winter storm events. During the late summer, the Procurement Division begins the process of purchasing these supplies through initiating communication with the Traffic & Streets Division, Custodial Division, Fleet Division, and the vendors in order to have the correct type and quantity of materials. The Procurement Division is also responsible for the stocked levels of materials and supplies during the storm season, along with tracking the use of these materials by the Schools and the various divisions within the County.

During a winter storm, the Procurement Division employees will be activated by the Traffic & Streets Manager or designee to assist with providing emergency materials, supplies, and equipment such as chains, plow blades, and safety equipment. Their secondary duties will be to clear the parking lot at the Pajarito Cliffs Site or other duties as specified and assigned by the Traffic & Streets Manager or designee.

Employees may also assist with snow removal operations in the field and around the Pajarito Cliffs Site.

### **Environmental Services**

The Environmental Services Division provides essential trash and recycling services to the community and collections continue regardless of delays or closures. For the Eco Station facility to be open safely, the Environmental Services staff will perform the initial snow removal at the site. After the staff's initial removal efforts and depending on the amount of snowfall and storm conditions, the Eco Station may need additional assistance. If so, the Environmental Services Superintendent may request assistance from the Traffic & Streets Division to clear the driveway and primary traffic routes within the facility.

The Eco Station facility is listed as a Category C governmental facility and will be maintained by the Custodial Division's staff after higher priority facilities have been completed. Therefore, the sidewalks and walking paths at the Eco Station may initially be cleared by the Eco Station staff if the storm warrants such action.

The Environmental Services Superintendent will also be in contact with the Streets Superintendent to get real-time recommendations regarding the road conditions and chain installation requirements based on snow depths in different areas of the County.

### **Department of Public Utilities**

The Department of Public Utilities (DPU) employees may be activated for storm response when there are significant snow storms or emergencies requiring additional resources. However, due to the nature of DPU work, the DPU employees will often be addressing power failures and water break issues during winter storms and may not be available. Therefore, calling on DPU to assist with snow and ice control will be enacted only during critical situations.

The DPU employees will be responsible for clearing the snow from around fire hydrants so that the hydrants are visible and accessible for emergency services.

### **County Equipment & Resources**

The County owns approximately 45 various pieces of equipment that can be used for snow and ice control including pickups, trucks, backhoes, graders, front-end loaders, snow blowers, etc.

About half of this equipment is located within the Traffic & Streets Division. It is important to note that during heavy snowfall, the Traffic & Streets Division has the authority to mobilize and put into service ANY tool, equipment, or vehicle from ANY County Department as necessary, in order to assist in performing prompt, safe, and successful snow and ice control operations. (See Equipment Resource list in Appendix 7)

### **Private Contractors**

While the County will utilize its primary resources for the majority of storms, some storms will be larger than the County's staff or equipment can maintain. Therefore, during the larger winter storm events, the County will need to utilize private contractors in order to provide the community with sufficient storm service. As a contingency, the Procurement Division has established contracts for the on-call services of private contractors having equipment and personnel capabilities to assist as requested and directed by the Traffic & Streets Manager or designee during large snow events.

In addition, a contract may also be in effect for the snow plowing of parking areas, sidewalk clearing and if needed, snow removal from the Pajarito Cliffs Site Complex.

## **V. Staff Training**

The Traffic & Streets Manager or designee will determine the necessary preseason training for the employees who will regularly be assigned snow and ice control duties. The preseason training will occur between the months of September and November. The training may include, but is not limited to, hands-on application and operation of equipment, familiarization of priorities and routes, inspection of specific areas to determine any impediments to effective snow plowing, new technologies and practices in equipment and materials used in the industry, and special procedures and guidelines required for safe snow removal operations throughout the community and at the airport. Additional training will occur on an as needed basis.

The Traffic & Streets Manager or designee will have operations guidelines for the County staff that will be assisting with the snow and ice control. These guidelines are subject to change based on actual conditions but they will be used in order to increase the consistency of the County's winter storm maintenance.

Each year, selected employees will attend the Snow and Ice Control Conference (generally held in Colorado) to further their knowledge and receive additional snow and ice control training.

## **VI. Citizen's Concerns, Requests, & Emergencies**

Questions, concerns, and special requests regarding snow and ice control or reports of damage will be taken during normal working hours. The Traffic & Streets Division office (505-662-8113) will be staffed during the hours of 7:30 a.m. to 4:00 p.m. Monday through Friday and will take calls and handle the situations on a priority basis. The staff will address each concern in priority order and in accordance with this Plan such that public funds are effectively managed and residents are treated in an equitable manner.

As always, for *valid emergency* concerns only, the Police Department should be contacted and they in turn will contact the Traffic & Streets Manager or designee for remediation of the situation. Except for valid and verified emergency situations that have been communicated through the Traffic & Streets Manager or designee, the normal routes, priorities, and strategies will not be changed during storm operations.

## **VII. Snow Notification Procedures**

During the normal winter storm season, the Traffic & Streets Manager or designee will monitor various meteorology services for mobilization and strategic planning based on storm forecasts. Based on actual storm conditions and storm forecasts, crew leads will communicate with the Traffic & Streets Manager regarding the storm operations and road conditions. Winter storm notifications for County operations are as follows.

### **Normal Working Hours**

The Traffic & Streets Division's normal working hours are from 7:30 a.m. to 4:00 p.m., Monday through Friday. The Traffic & Streets Manager or designee may be contacted through the Traffic & Streets Division's administration office during these hours at (505) 662-8113.

### **After Hours, Weekends, & Holidays**

Residents may contact the Police Department at 662-8222 to report difficult or dangerous snow and ice conditions on the County's roads and streets. The Police Department will contact the Traffic & Streets Manager or designee who will dispatch operators and coordinate efforts as appropriate.

### **Early Release & Delayed Openings**

The County Manager may allow for delayed work hours or early release of employees when County roads have become unsafe and crews are unable to maintain the roads in a passable

condition or when the intensity of snowfall is such that accumulations outpace the ability of crews to clear major routes.

When any of these conditions occur and delayed work hours are authorized, a one-hour delay will generally be authorized if snow conditions are present in Los Alamos, but roads are clear in the Rio Grande Valley; and, a two-hour delay will generally be authorized if snow conditions are present throughout Northern New Mexico.

### **Procedures: Early Release**

If, during the course of a County workday, the snowfall intensity is such that snow and ice control operators are unable to keep roads in a passable condition, the Streets Superintendent or designee will advise the Traffic & Streets Division Manager of the recommendation for an early release. Upon concurrence, the Manager will contact the Public Works Director with a recommendation that employees be released early due to poor road conditions.

If the Public Works Director determines that an early release of County employees is warranted, the Public Works Director will contact the County Manager to recommend an early release. The Public Works Director will also advise the Los Alamos Public Schools of the severity of the road conditions.

The County Manager will make the final determination with respect to an early release of County employees. The Public Works Director will then advise the Department of Energy Los Alamos Field Office Manager and the Superintendent of the Los Alamos Public Schools of the decision. The County Manager's Office will also notify the County's Department Directors and post a notice on the intranet once a decision has been made to release employees early. Each Department Director will then release non-essential employees.

The Public Works Director will encourage Los Alamos National Laboratory and other agencies to stagger their employee release times for the purpose of staggering the traffic to avoid excessive traffic delays and back-ups, which would further hinder snow and ice control operations.

### **Procedures: Snow Delay**

During normal non-working hours when the roads become unsafe due to being snow covered, slippery, or icy and the snowfall intensity is such that snow and ice control operators are unable to keep roads in a passable condition, the Streets Superintendent or designee will advise the Traffic & Streets Division Manager of the recommendation

for a snow delay prior to 5:00 a.m. Upon concurrence, the Manager will contact the Public Works Director with a recommendation for a delay of County working hours due to poor road conditions.

If the Public Works Director determines that a working hour delay is warranted, he will contact the County Manager to recommend a delay of County working hours. The Public Works Director will also contact the Los Alamos Public Schools and advise them of the road conditions. The County Manager will be notified prior to 5:15 a.m. of any recommended delays or closures.

The County Manager will make the final determination with respect to any delay of working hours. The Public Works Director will then advise the Department of Energy Los Alamos Area Office Manager and the Superintendent of the Los Alamos Public Schools of the decision.

Once directed by the County Manager to initiate a County work delay, the Traffic & Streets Manager will initiate the County Snow Notification Policy through the assistance of the Public Information Officer. The Traffic & Streets Manager or designee will contact selected radio stations, television stations, and Atomic City Transit with the work delay information. The Public Information Officer or designee will update the County's phone hotline, Facebook, and County web page; both the internet and intranet.

### County Employee Work Notification

In the event a snowfall is of a magnitude that it will delay or prevent County employees from getting to work, employees should seek information about County work delays and adjusted hours by checking any or all of these resources:

#### *Radio Stations:*

KZRR	94.1 FM	Albuquerque	KPEK	100.3 FM	Albuquerque
KANW	89.1 FM	Albuquerque	KDCE	950 AM	Espanola
KBQI	107.9 FM	Albuquerque	KRSN	1490 AM	Los Alamos
KKOB	770 AM	Albuquerque	KRSN	107.1 FM	Los Alamos
KKOB	93.3 FM	Albuquerque	KLBU	102.9 FM	Pecos
KIOT	102.5 FM	Albuquerque	KVSF	101.5 FM	Santa Fe
KRST	92.3 FM	Albuquerque	Radio	1610 AM	LA County

*County's web page and Facebook* (Information will be posted on the home page News section by the County Public Information Officer):

[www.losalamosnm.us](http://www.losalamosnm.us)

Facebook - search for "Los Alamos County"

*County's Employee Hotline: (505) 661-4550.*

*Local Television Stations or Their Websites:*

KOAT Channel 7 (ABC)	<a href="http://www.koat.com">www.koat.com</a>	Albuquerque
KOB Channel 4 (NBC)	<a href="http://www.kob.com">www.kob.com</a>	Albuquerque
KRQE Channel 13 (CBS)	<a href="http://www.krqe.com">www.krqe.com</a>	Albuquerque
KASA Channel 2 (FOX)	<a href="http://www.kasa.com">www.kasa.com</a>	Albuquerque

Since many County employees travel from Santa Fe, Jemez, Espanola, and other areas to work in Los Alamos, every effort will be made to have an announcement placed on the above listed stations, phone line, Facebook page, and web page no later than 6:30 a.m., Monday through Friday. If there are no announcements made on a closure or delay on these stations, normal Los Alamos County working hours are in place.

The County has been advised that calls into the stations are strongly discouraged on snowfall days as the telephone lines are tied up. Therefore, the telephone numbers for the radio and TV stations are not listed. Employees are first encouraged to listen to a radio or television station for an update on County closures or delays, as this is the primary contact that the County will make. It is the fastest way to reach most employees before 6:30 a.m., and therefore the radio and television updates take priority over updating the County's phone hotline, Facebook, or web page.

## **VIII. Snow & Ice Control Operations**

The commencement of the snow and ice control operations for any storm is dependent on the forecast or actual conditions. Because of the variables encountered with each storm, the operations requirements will differ for each winter storm event. However, snow storm operational guidelines have been established for the following anticipated events.

- Freezing rain, sleet, black ice, hail, and freeze-thaw conditions:

These types of events are based on changing weather conditions. The Traffic & Streets Manager or designee will determine the required level of ice control response based on real-time conditions.

- Snowfall less than 1":

With this type of small storm, general snowplowing may not be necessary and normal ice control may be adequate to produce safe winter driving conditions. The Traffic & Streets

Manager or designee may deem plowing necessary if a series of snowfalls are anticipated and may cause a buildup of snow on the roadways.

- Snowfall of 1" to 6":

Typically, snow removal begins as soon as practical depending on the timing of the snowfall event. Every effort will be made to provide motorists with safe winter driving conditions. Normally, Priority 1 and 2 streets will be plowed first. Once these streets are plowed, the remaining streets, sidewalks, and parking areas will be addressed and ice control applied.

- Snowfall greater than 6":

Under these conditions, it will be the priority to keep major arterials and collectors streets plowed. This will help to ensure that facilities such as the Medical Center, fire stations, police station, schools, and transit routes are accessible. Depending on the snowfall and the duration of the event, it may be necessary to continually focus on priority one streets only in an attempt to maintain public safety. Once the significant portion of the event has subsided, snow and ice control operations will move on to Priority 2 and 3 roadways.

## Operational Safety

The County is dedicated to safely maintaining the priority roadways during a winter storm event. The operational intent is to create acceptable winter driving conditions for people who have vehicles that are properly equipped for winter driving and for people who operate their vehicles in a manner that is consistent with good winter driving habits. During a winter storm event, every effort will be made to maintain the County's streets and sidewalks in as safe a condition as possible under the circumstances.

However, snow and ice control operations will be conducted only when weather conditions do not endanger the safety of County employees or the public. Many factors such as limited visibility, may affect the snow and ice control operations if they pose a safety hazard to Operators who are operating the equipment or to the public.

Safety will be the deciding factor in the continuation of the operations. Operations will be delayed or suspended if existing or anticipated conditions indicated the operations will not be effective and pose a risk to the County's staff. If the Traffic & Streets Manager or designee believes that there is a safety issue, they have the responsibility to stop the operations until a safer solution can be initiated.

## General Operations

Each public street within Los Alamos County has a prioritization (



Appendix 1) for snow and ice control based on the street classification, function, slope, emergency service locations, designated safe route to school (

Appendix 2), and public transit routes (

Appendix 3). In an effort to maximize public safety during winter storms and to have equitability, consistency and uniformity of the services specified, the streets have been separated into three basic priority levels and will be addressed as such.

The Traffic & Streets Manager or designee will mobilize available snow and ice control resources in accordance with the prioritization. However, the Traffic & Streets Manager or designee has the authority to make real-time priority changes as weather and conditions dictate. Whenever possible and provided the resources are available, the Traffic & Streets Manager or designee will initiate concurrent operations involving the street prioritizations and Safe Routes to School, along with other selected sidewalk efforts.

### **Sand & Salt Use**

The sand and salt storage area is located at the Pajarito Cliffs Site on the east end of town near the County line. Due to the location, there may be times that it is difficult to get to because of traffic delays along NM502. At times, snow plows may be going back to the Site for sand and be delayed along with the other traffic. The County is currently looking for additional areas for sand and salt storage in White Rock and near North Mesa.

The County uses a mixture of sand and salt along with other de-icing materials. This application initially provides an abrasive surface for improved traction and the deicer material aids in the melting process. Salt and moisture react to form a brine solution that helps to break the bond between the road surface and ice accumulation.

Traffic & Streets staff will research and monitor the development of new anti-icing and de-icing chemicals and practices which may enhance the County's snow and ice control program. At present, salt is still considered to be the lowest cost alternative. Other chemicals are becoming more environmentally "friendly" while retaining similar properties of salt and may be introduced during the season as deemed appropriate. Many additives are on the market that provides enhanced melting capabilities, either on their own or in combination with salt. Snow removal crews will primarily use combinations of materials that improve the County's effectiveness and efficiency of snow and ice control with a secondary goal of finding materials that are environmentally sound.

The conditions experienced during the duration of the storm will dictate the relative proportions of the various snow and ice control chemicals and practices. The Federal Highway Administration has determined varying concentrations of salt, which are temperature and precipitation type dependent. Varying combinations of sand and salt will be used to best combat the situations encountered. Normally, the minimum amount of salt needed to perform the melting process will be used. Typically, a 7:1 mixture of sand to salt has been used in Los Alamos County. Based on actual conditions, such as lower than normal temperatures, the Traffic & Streets Manager or designee will make the on-site determination.

Some of the conditions that will dictate the various storm strategies include:

- Current and predicted storm temperatures
- Expected precipitation types
- Total predicted precipitation levels
- Predicted temperatures within 24 hours after the storm cessation
- Predicted storm duration
- Timing of the accumulations (day, night, weekend or holidays)
- Future storm predictions

While some may argue that increasing the ratio of salt used is environmentally problematic, using insufficient salt in the mixture can result in the reduction of roadway safety. If insufficient salt is used, the snowpack may melt but the salt will dilute and quickly re-freeze creating a dangerous black ice situation. Using too much salt, on the other hand, will provide a quick melt but will cause intact salt particles to remain on the streets. It is therefore important to have the proper concentration of sand to salt mixture that will provide faster and more complete melting while reducing the environmental impacts.

### **Plowing Techniques**

Snow plowing techniques will be determined in the field by the Streets Superintendent or designee and, generally, is as follows:

Operators will focus on Priority 1 and 2 streets first before moving to Priority 3 streets. However, operators will leave the plows down as they are plowing through a specific area in the community. Therefore, some Priority 3 streets may be plowed early as operators navigate through the Priority 1 and 2 routes.

First, snow will be plowed from the crowned portion of the roadway, including marked and unmarked bicycle lanes, to the curb or edge of the roadway. The snow will then be

pushed to the sunny side of most impacted areas whenever it is practical. In the event of heavy snowfalls, snow may be plowed to both sides of the roadway and will later be addressed during the mop up operations. If at all possible, where parking is limited to only one side of the street, snow will be plowed to the opposite side of the street. Efforts will focus on intersections to ensure that they are completely plowed without any wind rows.

On trash and recycling collection days, coordination will be made between the Traffic & Streets Manager or designee and the Environmental Services Superintendent for changes to the collection service routes. Once trash and recycling have been collected from the streets and roll carts have been removed from the curbside, the snow removal team will plow the streets.

When possible, cul-de-sacs will be cleared during the mop up operations so that essential services, such as refuse collection or mail delivery, will have enough turning radius to navigate the street.

### **Roadway Construction and Private Roads**

Any roadway that is under construction or re-construction by a contractor shall be maintained by the contractor during a winter storm. The contractor will have the responsibility to plow the snow or otherwise remove the snow and ice from the roadway and sidewalk within an active work zone.

After the contractor has plowed or removed the snow, the Traffic & Streets Division may apply deicer to the area when called and requested by the contractor. However, the contractor is responsible for the construction area and snow removal throughout the duration of the winter storm event and during the contracted period.

Also, it is important to note that the County will not perform snow or ice control on any private street or sidewalk, e.g. Main Street, or in any private parking lot or driveway.

### **Street & Sidewalk Prioritization**

Snow and ice control operations will be based on specific criteria that establish roadway priority levels. The priorities and their criteria for Los Alamos County streets and sidewalks are listed below and shown on color coded Priority Maps in

Appendix 1. There are five priority maps that break the County up into reasonably sized areas where they may be assigned to a specific Operator for better consistency throughout the area.

Along with the streets, the longitudinal sidewalks located within each priority group are considered to be of equal priority as the street itself. After the streets at that priority level have

been plowed and are under full control, the public sidewalks will be plowed when resources are available and if the sidewalks are wide enough for snow equipment.

**Priority 1:** These roadways include major and minor arterials, major collector streets, designated Safe Routes to School, public transit routes (

Appendix 3) and access to the medical center, fire stations, and police station. Priority 1 streets and sidewalks will be maintained for all snow events. Priority 1 roadways are listed as follows and can be viewed in

Appendix 1.

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Los Alamos Roadways: (Listed in alphabetical order)

15th St.  
33rd St.  
34th St.  
35th St.  
37th St.  
38th St.  
48th St.-Yucca (Loop)  
Arizona Ave.  
Arkansas Ave.  
Barranca Rd.  
Brisa del Bosque-Corona (Loop)  
Canyon Rd.  
Central Ave.\*  
Club Rd.  
Diamond Dr.  
East Road  
Entrada Road  
Knecht St.  
Loma del Escolar  
Los Pueblos-Navajo Rd. (Loop)  
NM502/Trinity Dr./East Rd.  
North Mesa Rd.  
North Rd.  
Quemazon Rd.  
Range Rd.  
San Ildefonso Rd. (N)  
San Ildefonso Rd. (S) (to Alamo)  
Sandia Drive - Trinity (Loop)  
Sioux-Iroquois-Seminole  
Urban Street  
Villa Street

White Rock Roadways: (Listed in alphabetical order)

Aragon Avenue	Grand Canyon Drive	Sherwood Boulevard
Aztec Avenue	Meadow Lane	State Road 4
Bryce Avenue	Rover Boulevard	

\* Note: Due to the significant numbers of curb extensions on Central Avenue from Oppenheimer to East Road, the initial Priority 1 response on Central will be the plowing of the driving lanes only. The parking area and driveways along this piece of Central will be addressed only after initial storm response is completed and mop-up operations have been initiated.

**Priority 2:** These roadways include streets with an average grade of 7.5 percent or greater, neighborhood areas with only one ingress or egress, minor collector streets, and areas with municipal government facilities (if they are open). Priority 2 streets and sidewalks will be maintained after Priority 1 streets have been successfully addressed. However, depending on the conditions and the amount of available resources, Priority 2 roadways may be maintained concurrently with Priority 1 streets. Priority 2 roadways are listed as follows and can be seen on the Priority Maps in

Appendix 1.

Los Alamos Roadways: (Listed in alphabetical order)

33rd-34th Street (Loop)	Camino Dursanilla	Orange Street - Nickel (Loop)
36th Street	Camino Redondo (Loop)	Quemazon North (Loop)
Airport Rd.	Camino Uva	Rose - Peach – Nectar
Airport Runway*	El Rayo	Venado (N)
Alamo Rd.- Capulin-Tsankawi (Lp)	El Viento (N)	West Road (to Camp May Road**)
Arroyo Lane	Hawk Drive (on School Days)	
Aspen - Sumac - Maple (Loop)	Oppenheimer (N)	

White Rock Roadways: (Listed in alphabetical order)

La Senda Rd.	Monte Rey Dr. (N) to Rio Bravo	Potrillo Drive
La Vista Dr.	Monte Rey Dr. (S) to Potrillo	Rio Bravo Drive
Long View Dr.	Piedra Loop	Sierra Vista Drive

\* Note: Airport Runway

**\*\*Note:** Camp May Road will only be a Priority 2 road if the ski hill is open and it is a ski day. Otherwise, this becomes a Priority 3 road.

**Priority 3:** These roadways include local, residential, and other public streets not specifically identified above, along with various sidewalks and public parking areas. These streets and areas will be maintained only after Priority 1 and 2 streets have been effectively maintained. Priority 3 roadways are not listed but can be seen on the Priority Maps in

Appendix 1.

### **Safe Routes to School**

Safe Routes to School are the walking and bicycling routes that have been established around each elementary school. These routes are the recommended routes for children within a one mile walking radius to each school where the routes are established along the primary collector streets to the local elementary school. Each of these routes include regulatory school zones with flashing beacons and 15 mph speed limits and marked crosswalks near the approach to each school.

Established Safe Routes to School are addressed as Priority 1 streets and sidewalks for snow and ice control operations when school is in session. See

Appendix **2** maps for actual routes at each school.

### **Public Transit Routes (Atomic City Transit)**

Atomic City Transit is Los Alamos County's public transit system and during storms they continue to operate in order to move people throughout the community. Often times, the winter storm will hit the community during the day and an early release will be required. Therefore, the transit system will continue to operate during snowy conditions in order to ensure that riders have an avenue to return home and are not stranded. For this reason, transit routes fall within the Priority 1 grouping of roadways. NMDOT Park & Ride and NCRTD (Blue Bus) routes coincide with ACT routes. (See

Appendix 3 for Transit Route Maps and


Appendix 4 for the Guidelines of Transit Service Modifications during severe weather conditions.)

### **County Facility Prioritization**

During a winter storm, it is important to clear parking lots and walkways at municipal government sites so that government business can continue to take place in as safe a manner as possible. On non-work days, County owned facilities are considered to be Priority 3 within this plan. However, if the storm occurs during a weekday, the municipal government sites will move up to Priority 2 to ensure that staff and citizens can access the facility in a timely manner. The County facilities are grouped into four categories (A, B, C, and D) based on the level of importance of restoring the associated governmental operations. The parking lot categories are as follows:

#### **Category A**

Airport (with commercial air)  
Fire Station 2 (DP Road)  
Fire Station 3 (White Rock)  
Fire Station 4 (Diamond Dr.)  
Fire Station 6 (East Road)  
Los Alamos Municipal Building  
Police Dept–Judicial Complex  
Pajarito Cliffs Site





**Category B**

Aquatic Center  
 Betty Ehart Senior Center  
 Fuller Lodge  
 Mesa Public Library  
 White Rock Visitors Center  
 White Rock Branch Library  
 White Rock Municipal-Bldg

**Category C**

Sullivan Field (Category B if  
 football, basketball, or  
 soccer games are  
 scheduled)  
 Eco Station  
 White Rock Eco Station  
 Ice Rink

**Category D**

Golf Course  
 Civil Defense Building  
 Little Theater  
 Nature Center  
 Teen Center

**Resident's Responsibilities**

During winter storms, the residents will have certain responsibilities that will assist with the effectiveness of the snow and ice control operations. These resident responsibilities include the clearing of their own driveways and sidewalks, and clearing their areas for trash pickup and for mail or newspaper deliveries. Residents are encouraged to clear their sidewalks of snow and ice within 24 hours of the culmination of the storm. Also, residents are responsible for ensuring that they do not obstruct the ordinary use of the County's public streets and sidewalks. Therefore, residents must not deposit snow or ice from their property onto County streets and sidewalks but instead should pile their snow onto locations within their own private property.

One common misperception is that the County's snow and ice control operators intentionally deposit snow into driveways and walkways. However, this is the result of normal plowing operations when plows are angled to the right for plowing from the centerline of the street towards the curb. For this reason, windrows will form and a certain amount of snow will be deposited in front of driveways and on sidewalks. Operators attempt to minimize these instances the best they can. However, it is not practical to fully eliminate this situation while being able to effectively address the storm. Residents should be aware that they may have to re-clear their driveways or sidewalks after their street is plowed.

One thing that will greatly assist with the winter storm operations is for residents to park their vehicles at off-street locations when a winter storm warning is in effect. This will help the snow removal crews perform their duties in a timely manner and with greater success. Once the storm has passed and the mop-up operations have been completed, residents could resume on-street parking.

In regards to trash and recycling collection, it is recommended that residents clear a spot on the roadway and place the roll carts in a safe manner. As soon as the roll carts have been serviced, the resident should remove the roll carts from the street. This will allow the snow removal team to effectively plow the street without the added obstruction of the carts.

*On an annual basis, the Public Information Officer will remind the public of their responsibilities for snow clearing and safe operations of motor vehicles during storms through public service announcements in local media, on the County's webpage, Facebook page, and other venues where appropriate.*

## **Motorist's Responsibilities**

Snow and ice that accumulates on road and sidewalk surfaces create hazardous conditions for motorists, bicyclists, and pedestrians and achieving bare pavement is unlikely during the storms. Motorists are reminded that during winter weather events, the County's primary goal is to keep public roads passable. Therefore, motorists, bicyclists, and pedestrians must use additional caution while traveling on these roads and should remember that they must adjust to the change in driving conditions during snow and ice storms.

Arterials and major collector streets will be the primary focus for the snow and ice control operations. During heavier storms, motorists may encounter deeper snow accumulations on less-traveled routes and they should adjust their driving for those conditions. They are reminded to slow down during snow storms and give snow plows a wide berth to do their jobs in an effective manner. Based on the severity of the storm, drivers may need to delay their travel plans during the storm or plan for longer travel times.

Drivers are also encouraged to equip their vehicle with an emergency kit that includes items such as non-perishable high calorie food, water, first-aid supplies, warm clothes, flashlight, blanket and possibly a small shovel. Motorists should tailor their kit to any specific need they may have. Items such as baby supplies, extra medication, pet supplies, a spare cell phone or even children's games could be included.

There are several known areas throughout the County that tend to have higher snow accumulations or ice buildup than other areas. Even though the snow and ice control operations maintain these locations, often the motorist may need a little extra help to make it up a steep roadway. Therefore, prior to the winter storm season, the County will place 55 gallon barrels of sand and salt mixture at several designated locations (see

Appendix 5). Placing the sand and salt mixture under tires should provide for added traction.

On occasion, motorists may find themselves stuck or stranded during a snow storm. If a snow and ice control Operator observes someone in this predicament, the operator will contact the Police Department to request motorist's assistance. The County's Operator will not be able to pull vehicles from ditches or snow banks nor push them out of the roadway.

*The Public Information Officer will remind the public annually of their responsibilities through public service announcements in local media, on the County's webpage, Facebook page, and other venues where appropriate.*

## **Mop Up Operations**

Mop up operations occur after the storm has subsided. Determining the extent of the operation will take into consideration the available resources including staff, materials, equipment, and associated time.

Upon storm cessation, the Traffic & Streets Manager or designee will review and evaluate the actual conditions along with concerns from residents involving problem areas throughout the County. These conditions and concerns will be investigated and, if warranted, will be included on a priority ranked schedule for completion during the mop up operations.

Mop up operations include the clearing of snow and ice from the following areas:

- Crosswalk access
- Selected County-owned sidewalks
- Bike lanes
- Bus stops and shelters
- Pedestrian push button areas at traffic signals
- Cul-de-sacs

Mop up operations also include the:

- Hauling and dumping of snow (see snow dump areas in
- Appendix 6)
- Melting of snow and ice
- Removal of excessive snow plowed onto private property
- Removal of stockpiled snow from the right-of-way
- Removing sand accumulations from sidewalks, roadways, bike lanes, and intersections
- Maintenance of drop inlets at storm drains to ensure that melting snow has an unrestricted flow
- Roadway sweeping and removal of sand and salt from the roadway

## **Property Damage**

Snow and ice control operations may cause property damage even under the best of circumstances and care on the part of the operators. The majority of snow removal damage occurs within the County right-of-way which often extends ten or more feet beyond the curb location. The intent of the County right-of-way is to provide room for utilities, sidewalks, snow

storage, and other County and public uses. It is important to note that the County cannot assume liability for snow and ice control damage to underground lawn sprinkling systems, exterior lighting systems, fencing, or other landscaping that has been installed in the County's right-of-way.

To the best of their abilities, the County crews will strive to minimize damage in the County's right-of-way. They will also attempt to minimize the snow being pushed onto private property, within intersections adjacent to pedestrian crosswalks, over storm drains, and onto previously plowed sidewalks. In the event the storm severity is such that piling of snow occurs in these locations, the Traffic & Streets Manager or designee will schedule cleanup efforts as soon as possible after storm cessation.

### **Mailboxes**

The County will plow snow as close as practicable to the curb to allow for the passage of traffic, on-street parking, and mail delivery but it will be the responsibility of the property owner or resident to keep piled snow away from the mailboxes that are adjacent to the street.

Where damage occurs to a mailbox that is placed adjacent to the street, the Traffic & Streets Manager or designee will investigate the damage once it is reported. If it is determined that physical contact occurred between the plow and the mailbox, the County will repair or replace the mailbox providing it is a standard design that conforms to the U.S. Postal specifications.

### **Sod & Landscaping**

The County will not repair or replace sod in the County's right-of-way that has been damaged by snow plows or by the use of sand, salt, or deicers. Also as stated above, the County will not repair or replace lawn sprinkling systems, exterior lighting systems, fencing, or other landscaping that has been installed in the County's right-of-way.

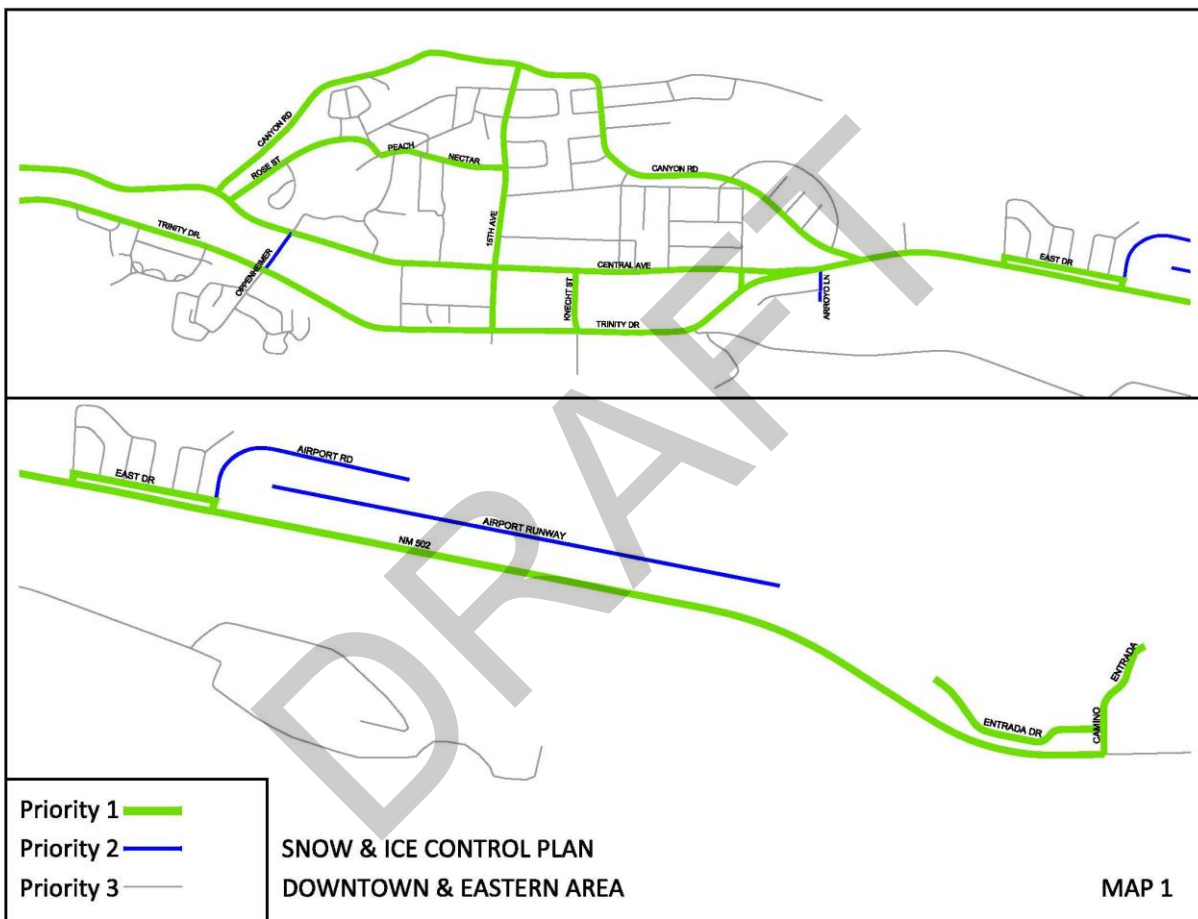
### **Private vehicles**

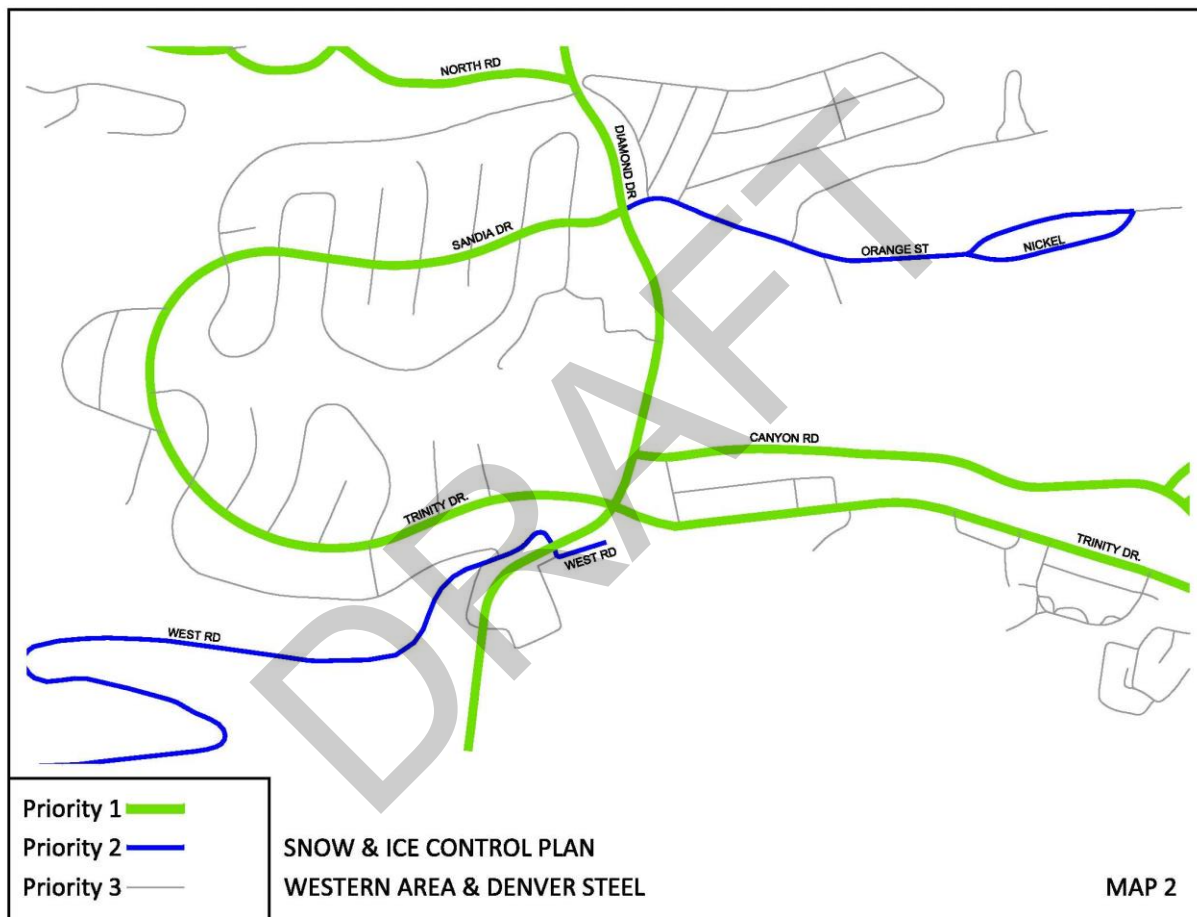
Every effort will be made to avoid damage to private vehicles. If a snow and ice control operator damages a vehicle, the operator will immediately notify the Traffic & Streets Manager or designee and the Police Department. However, on occasion unknown damage may occur to private vehicles in which case the Police Department (911 or 662-8222) and Risk Management Division (662-8192) should be contacted by the vehicle owner. The Risk Manager, Traffic & Streets Manager, or designee may investigate the damage once it is reported. If it is determined that physical contact occurred with County equipment, the County will consider vehicle repair.

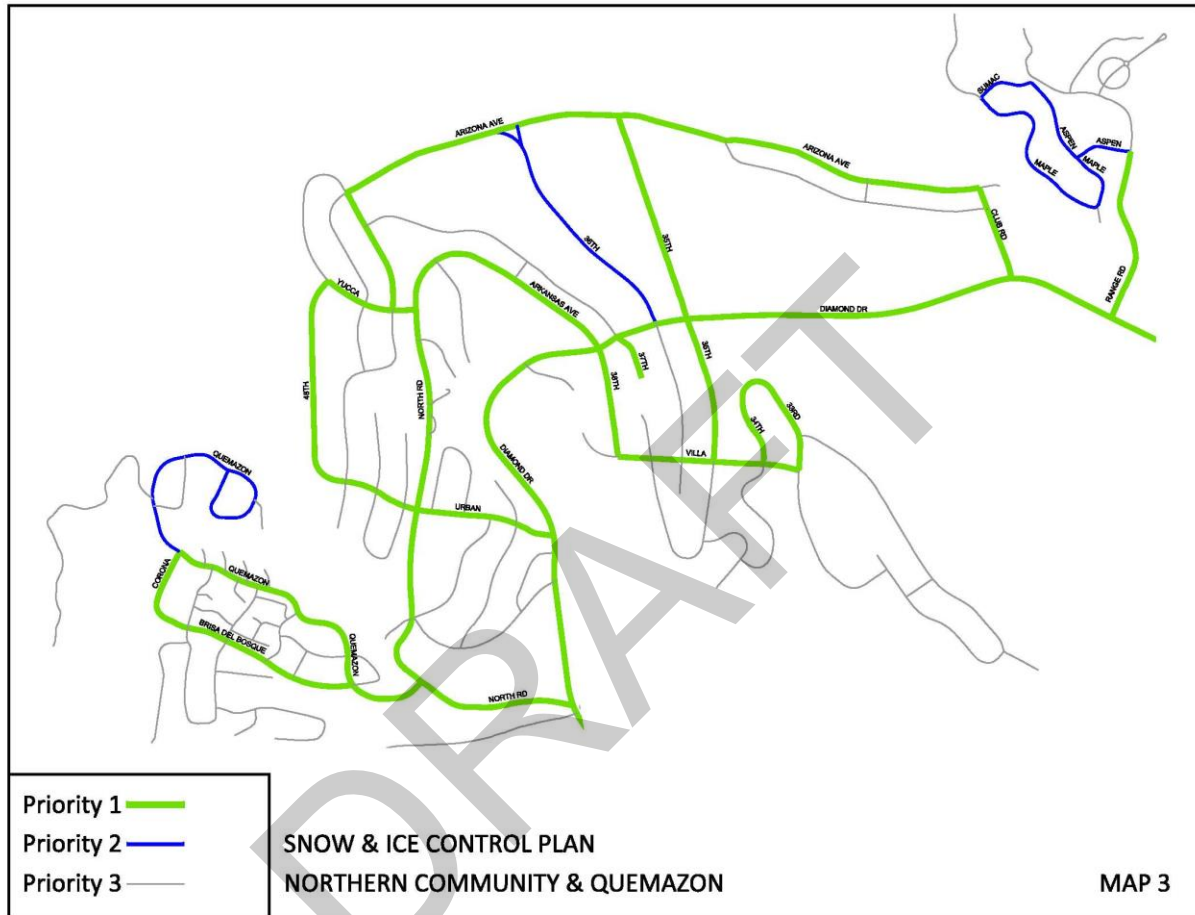
# Appendix 1

## Priority Maps

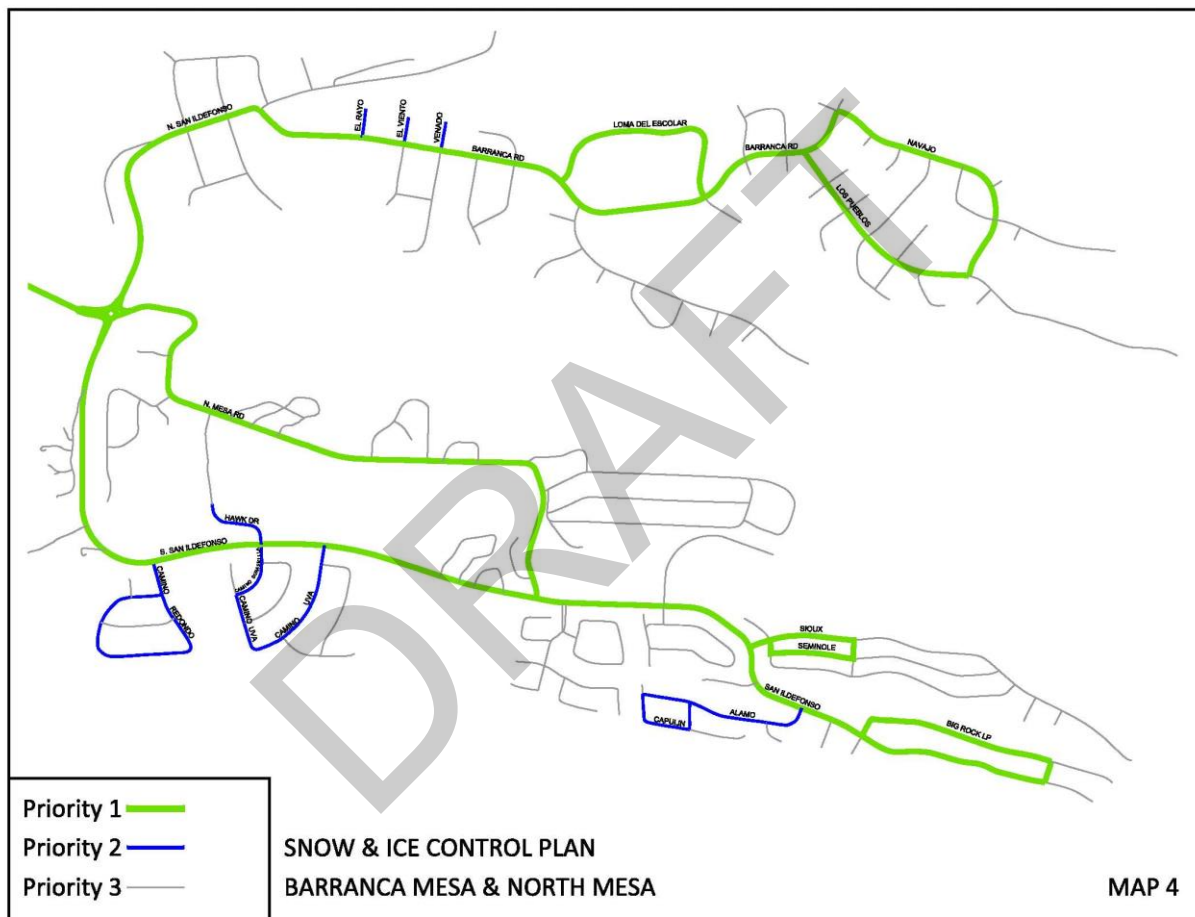
Downtown and Eastern Area .....	Map 1
Western Area and Denver Steel .....	Map 2
Northern Community and Quemazon .....	Map 3
Barranca Mesa and North Mesa .....	Map 4
White Rock .....	Map 5
Los Alamos Sidewalks .....	Map 6
White Rock Sidewalks .....	Map 7

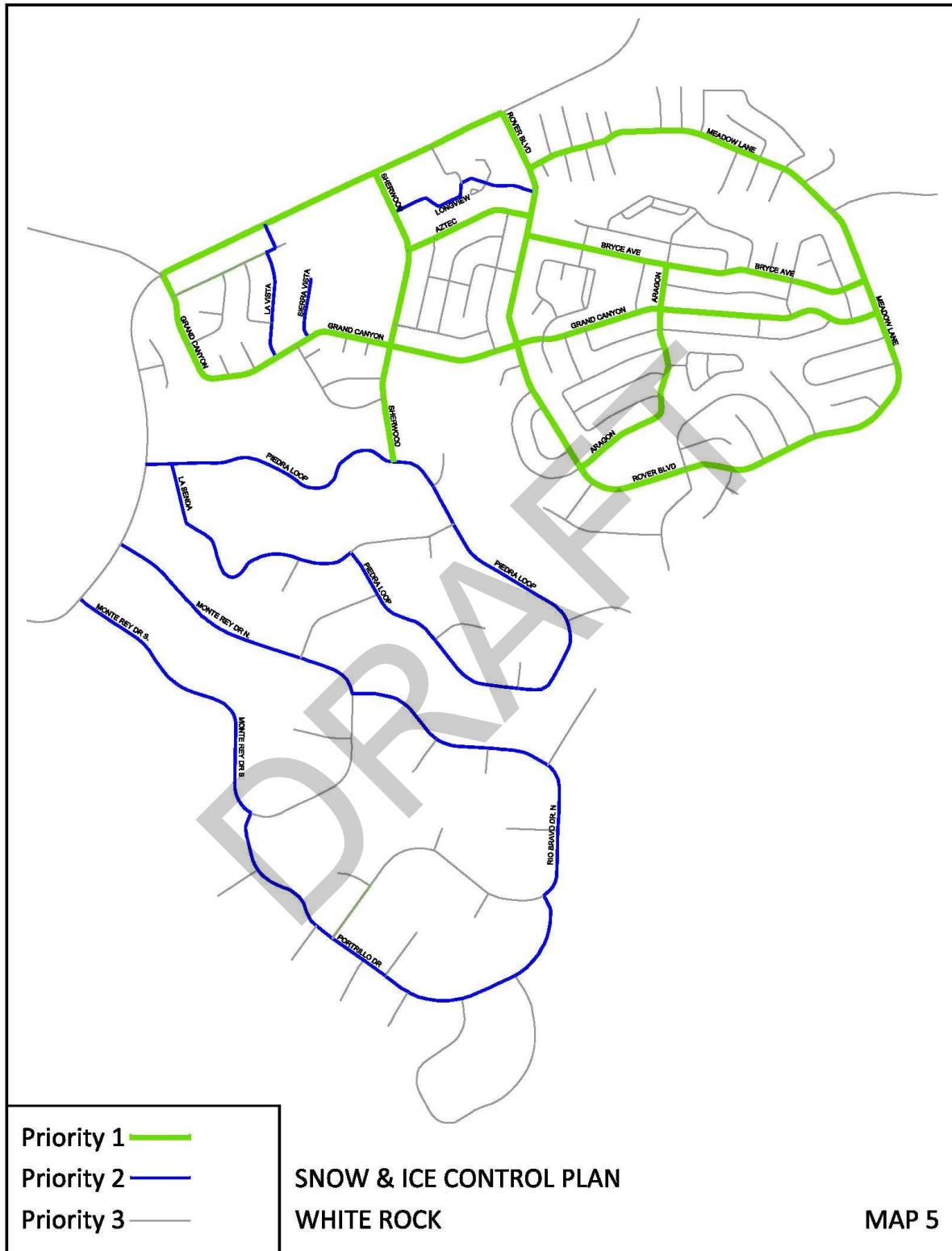


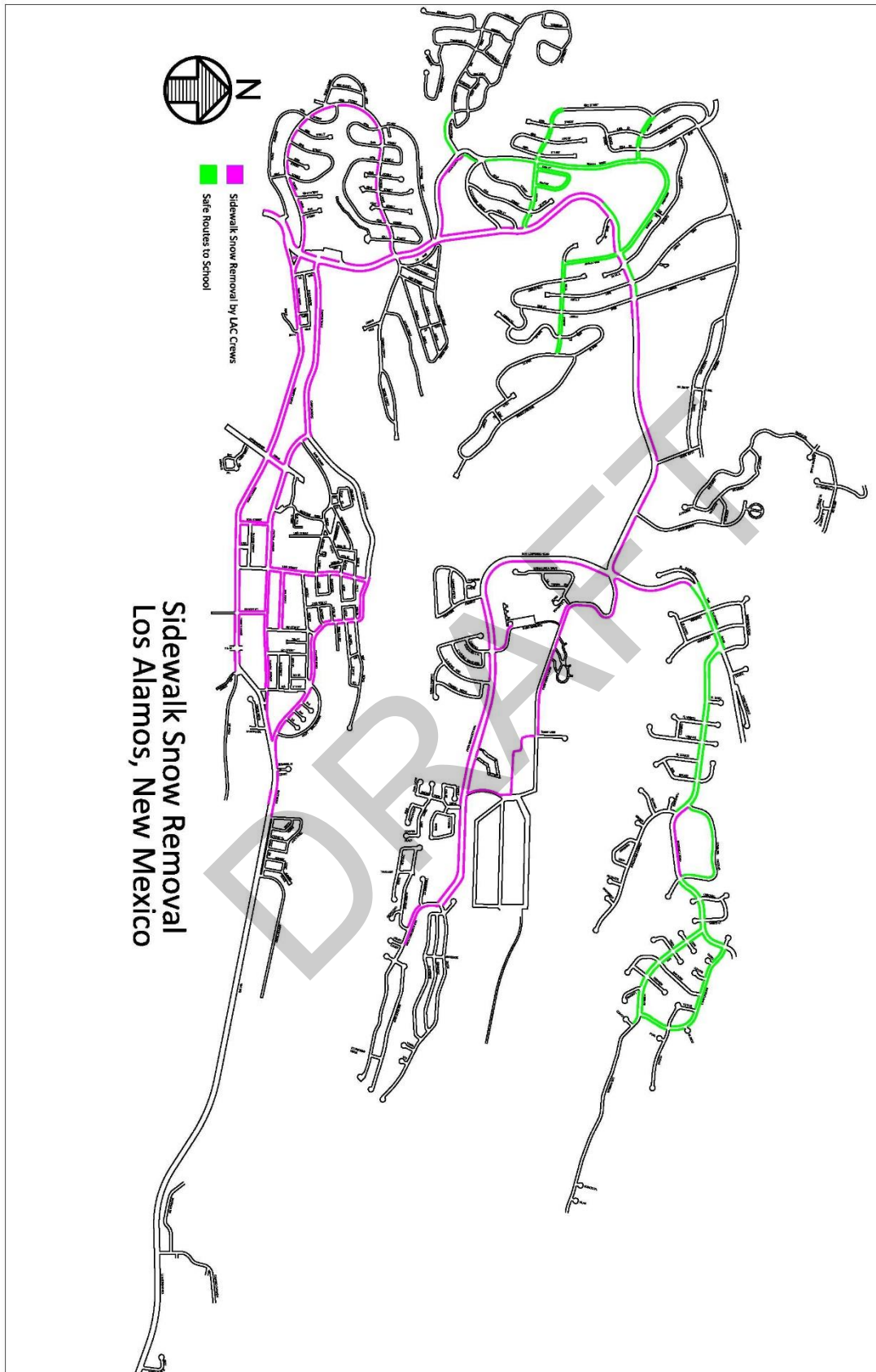


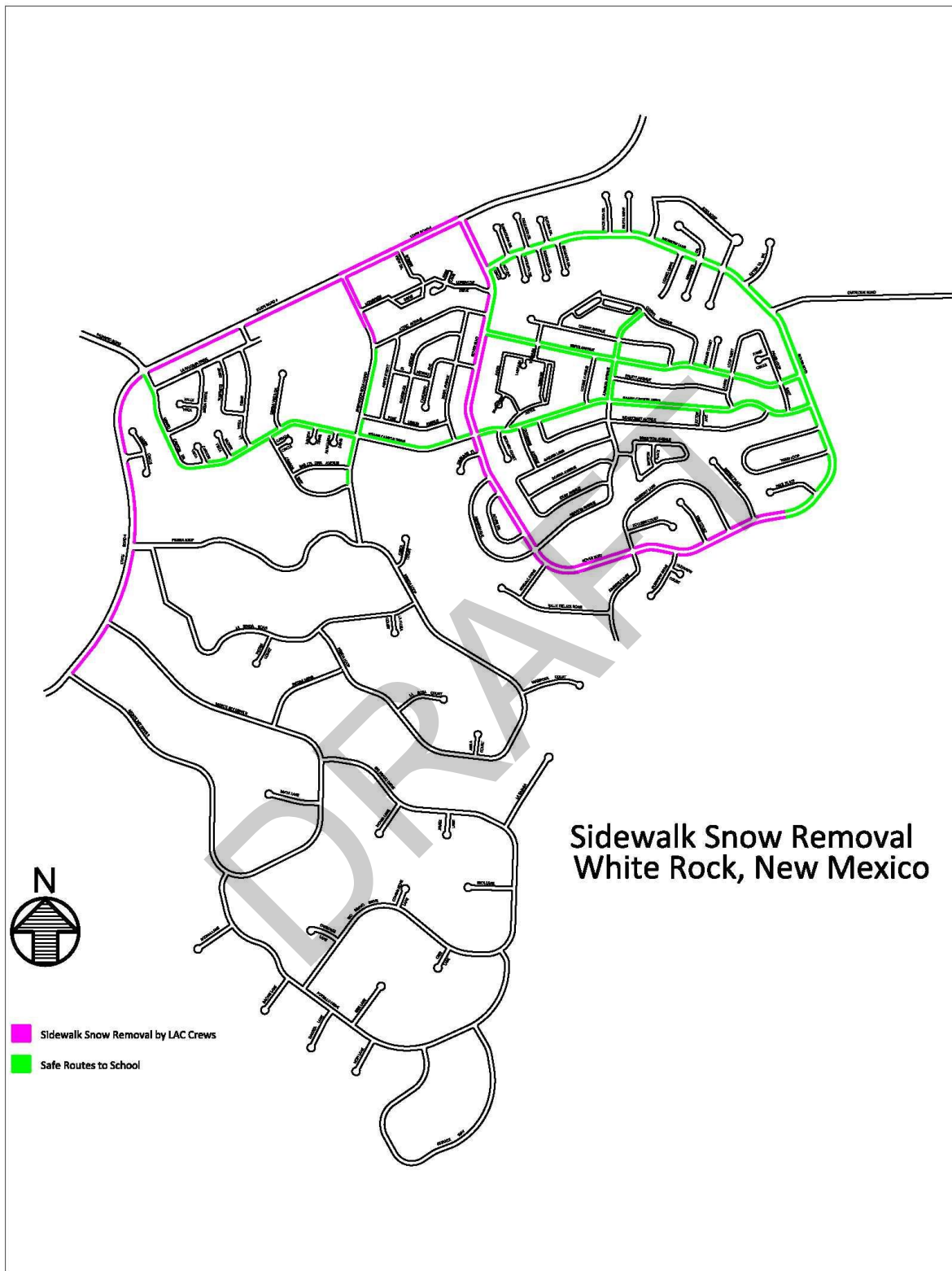












## Appendix 2

### Safe Routes to School Maps

Aspen Elementary School

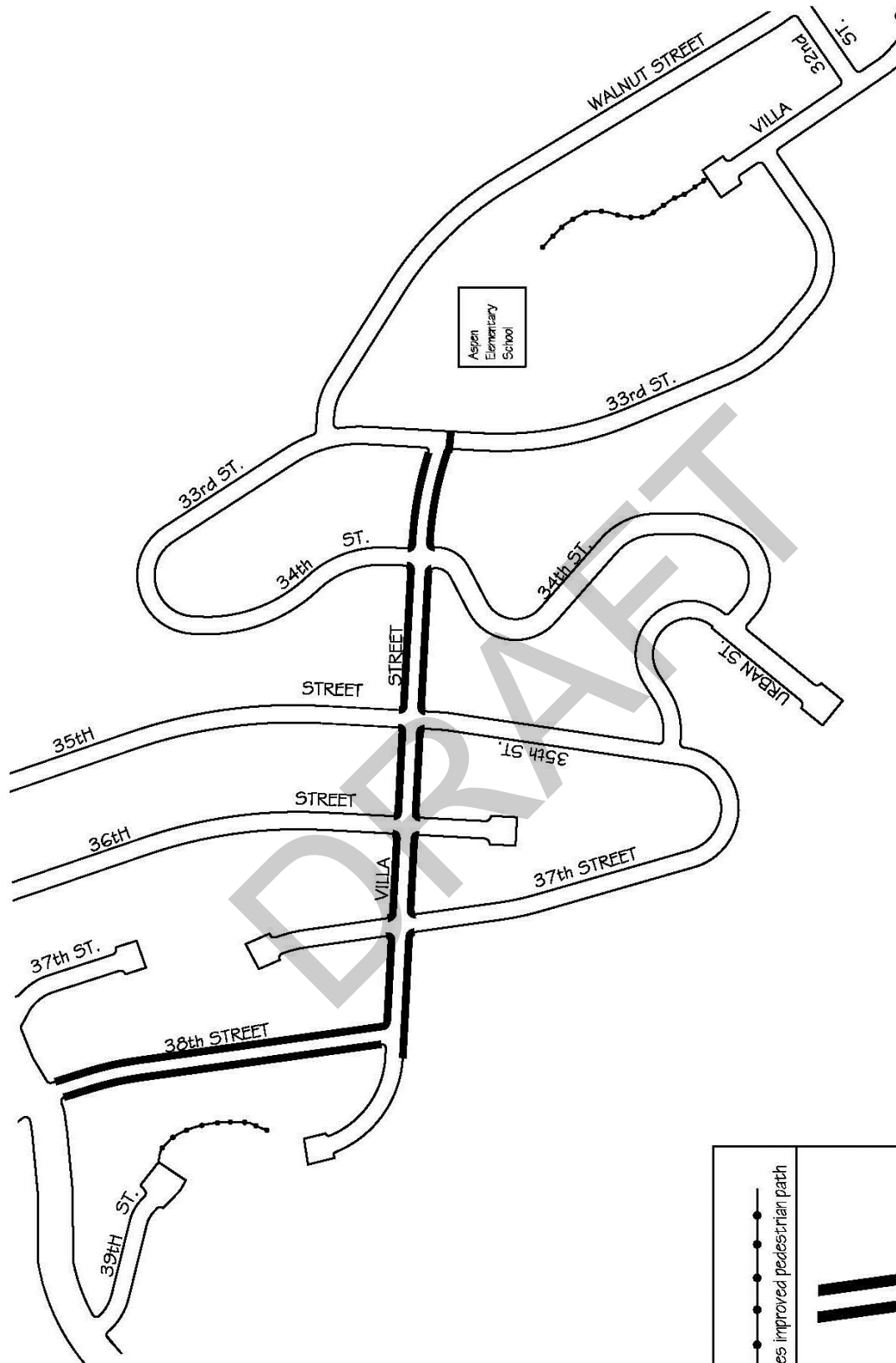
Barranca Elementary School

Chamisa Elementary School

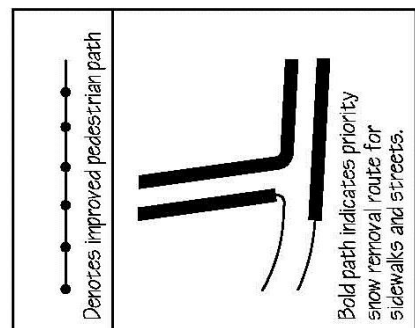
Mountain Elementary School

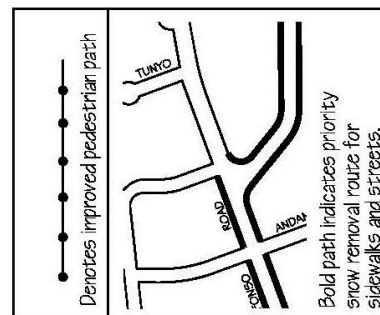
Piñon Elementary School



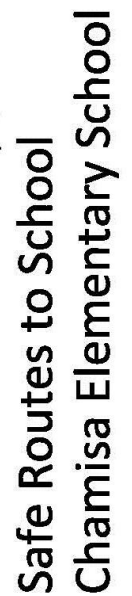


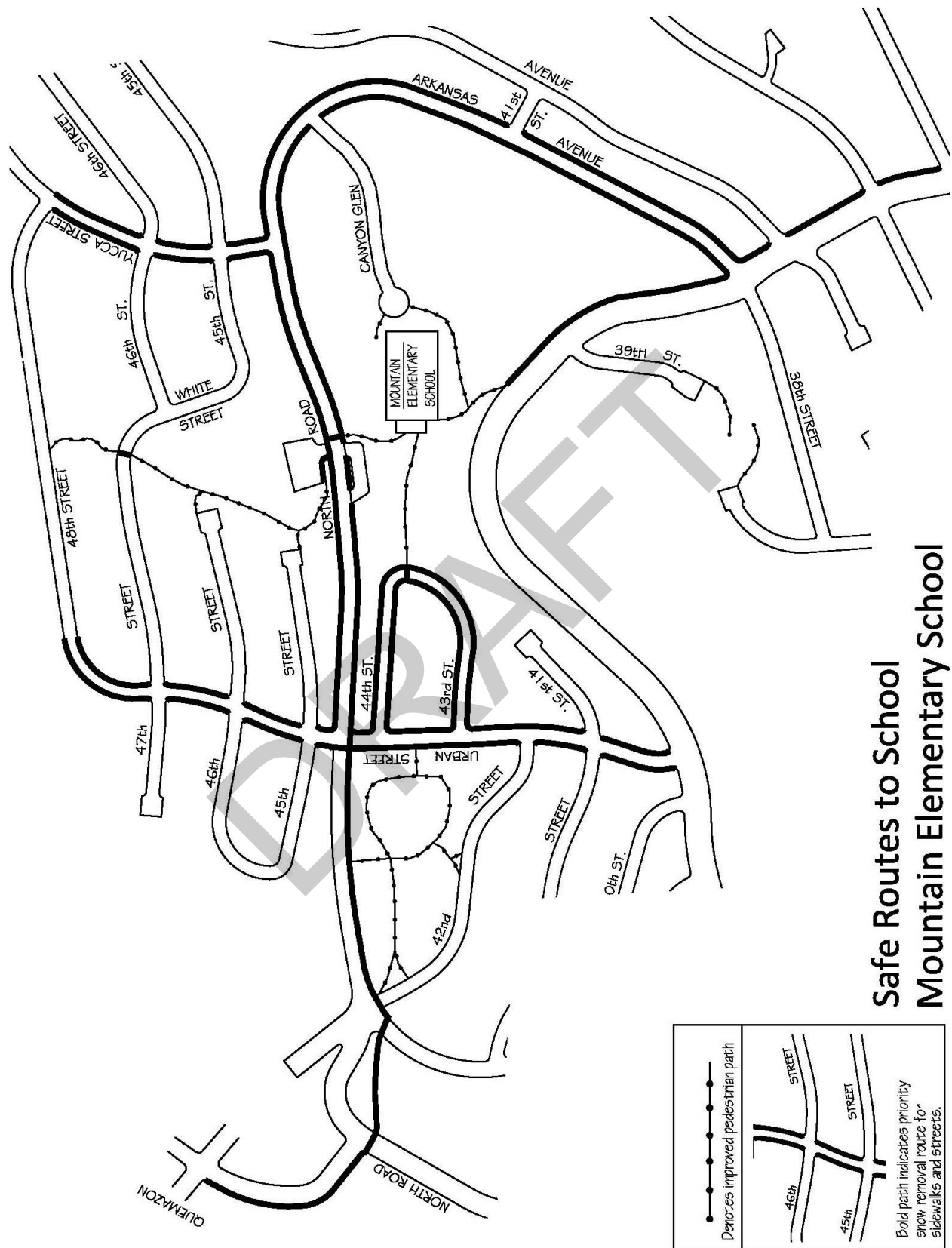
## Safe Routes to School Aspen Elementary School





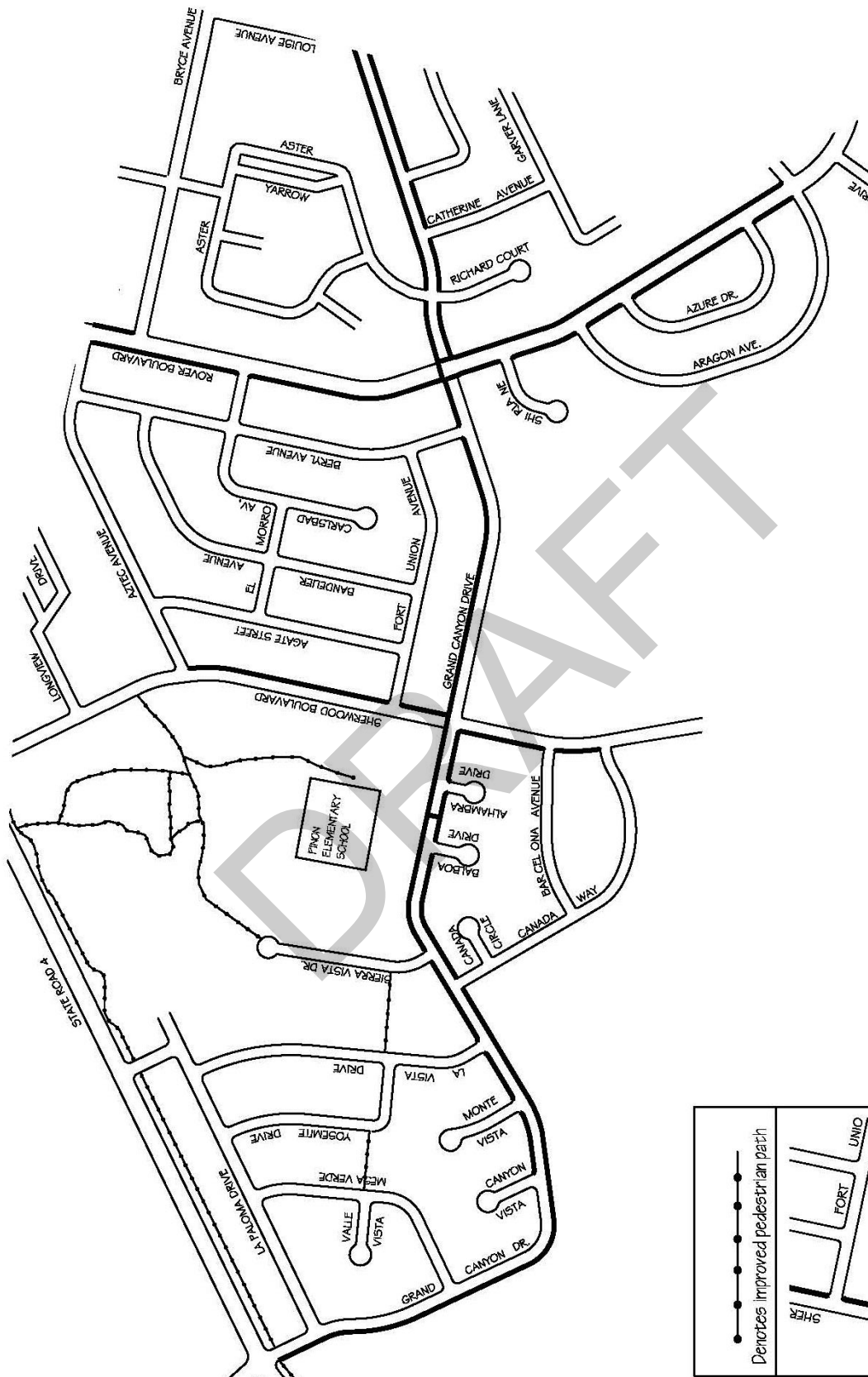
# Safe Routes to School Barranca Elementary School



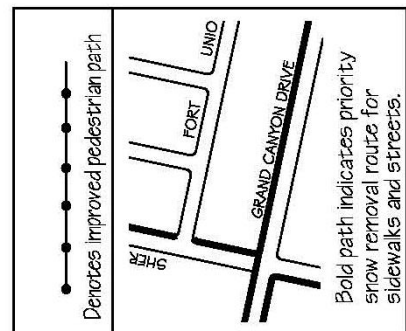


## Safe Routes to School Mountain Elementary School





## Safe Routes to School Piñon Elementary School

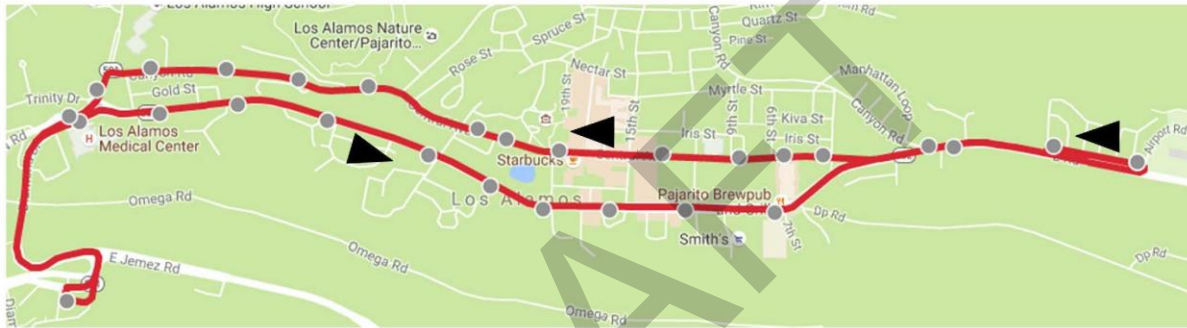


## Appendix 3

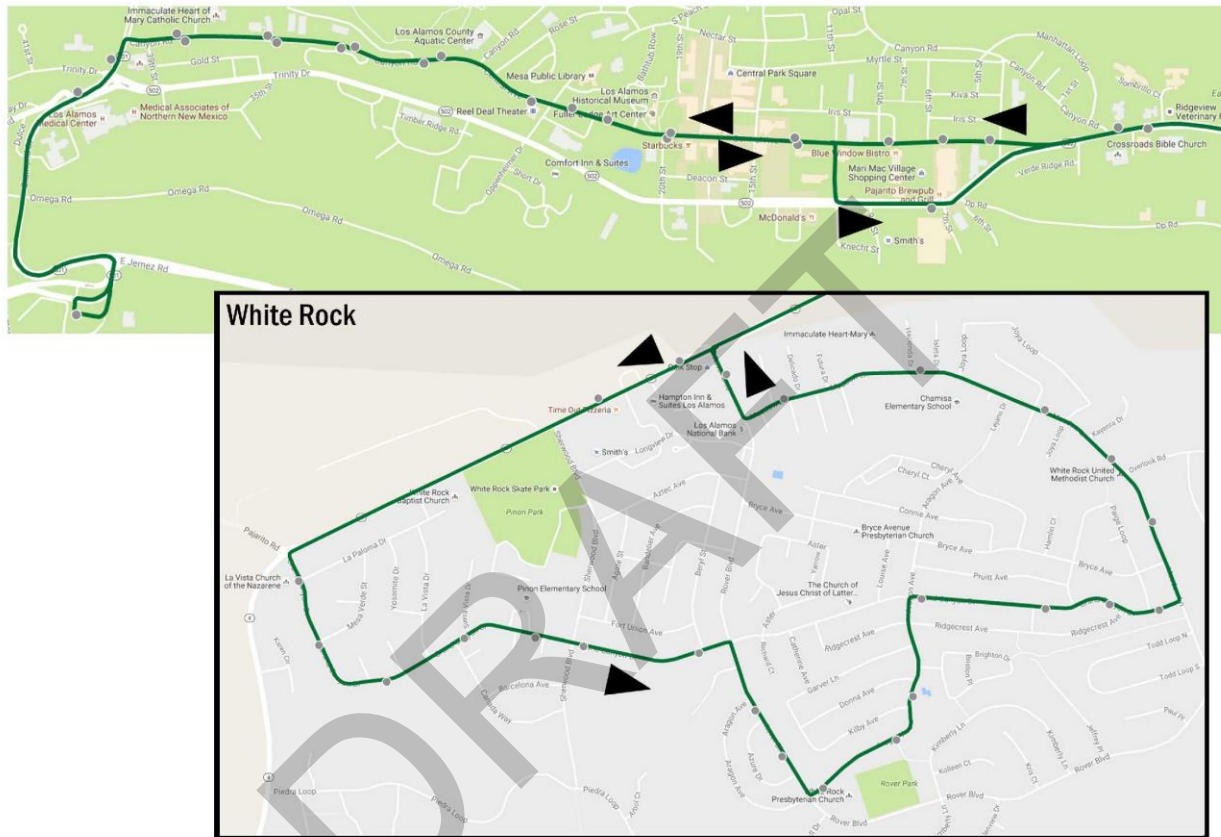
### Transit Route Map

DRAFT



**Route 1 - Downtown**

## Route 2M - White Rock / Main Hill



## Route 2T - White Rock / Truck Route

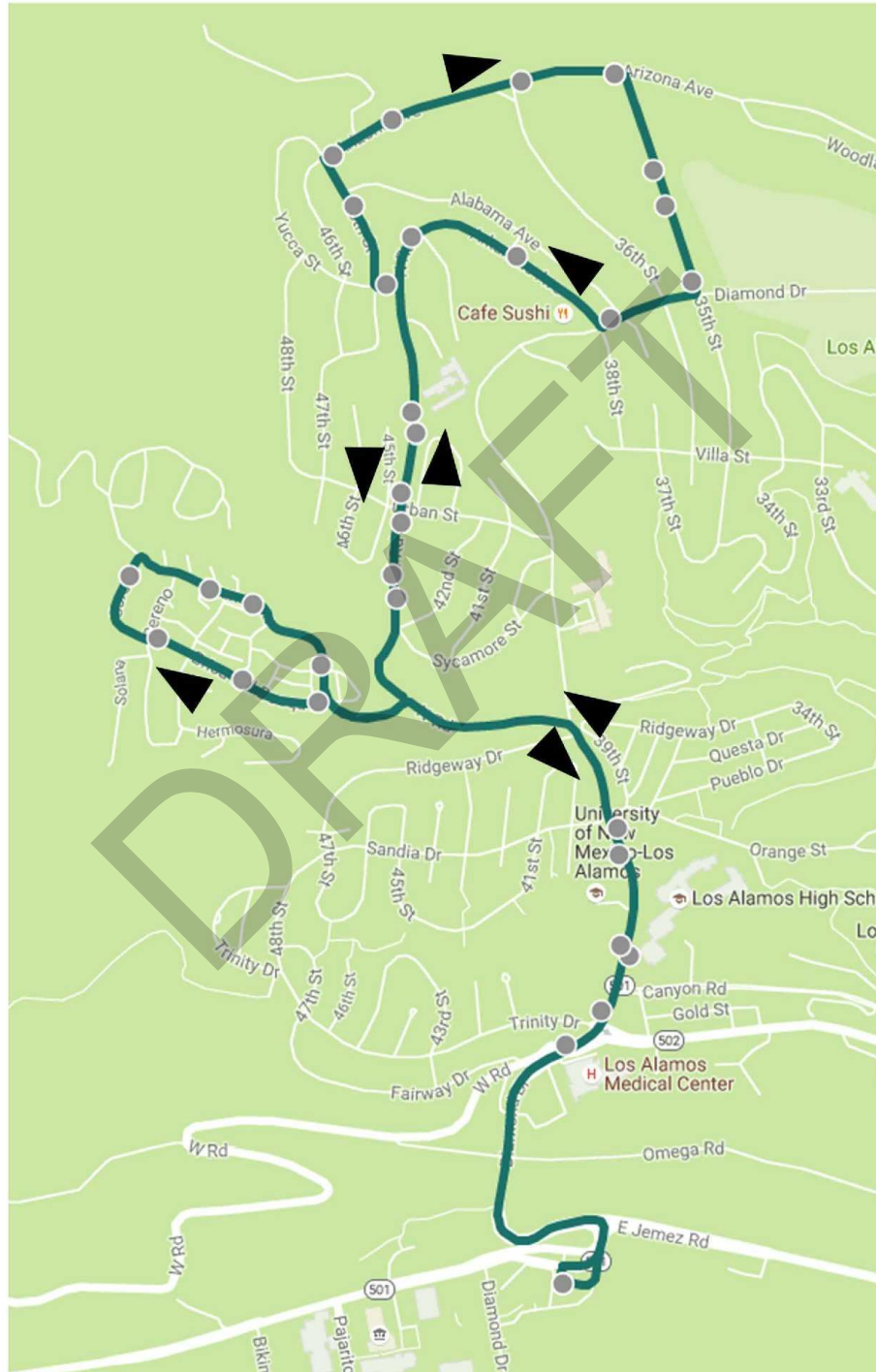


## Route 2T - White Rock / Truck Route



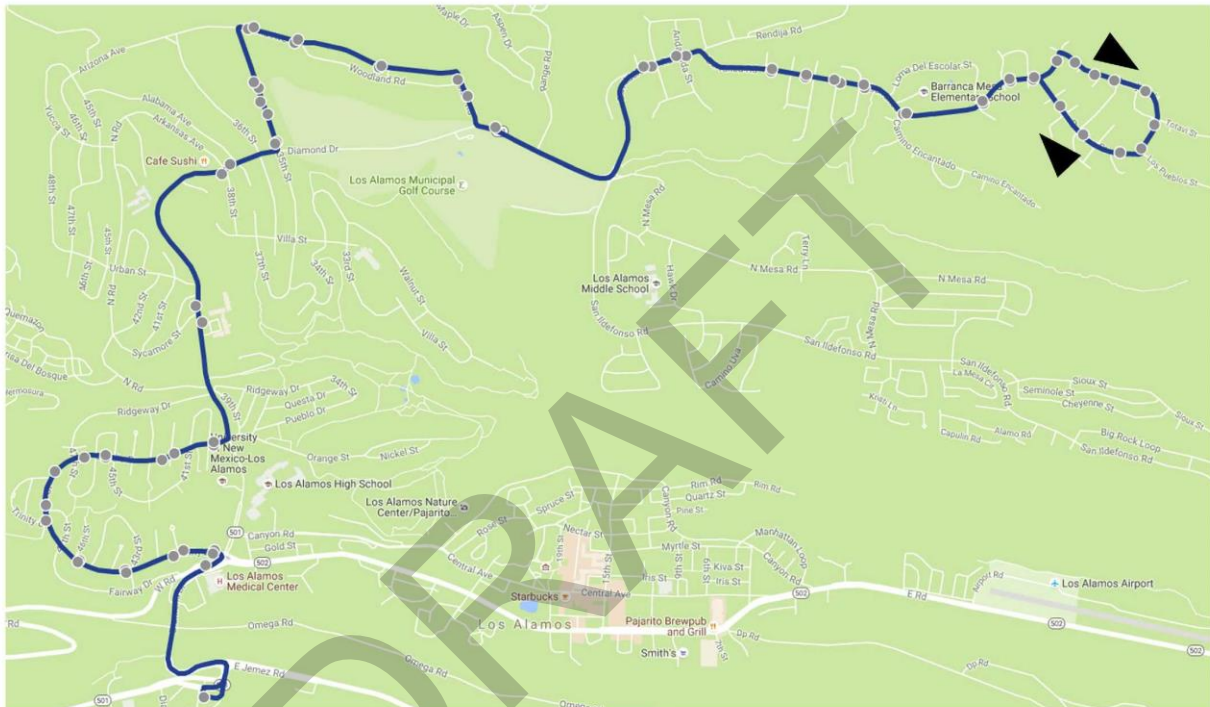
**Route 3 - Canyon & Central**

## Route 4 - North Community





## Route 5 - Barranca Mesa





## **Appendix 4**

# **Transit Service Modifications**



# GUIDELINES

Index No. 4111

Effective October 2013

## **Service Modifications or Closures due to Severe Weather Conditions or other Unforeseen Emergencies**

During severe weather conditions or other unforeseen emergencies, bus operations may need to be modified or closed to keep passengers safe in accordance with the following guidelines:

### **Full Service Closure:**

If County, LANL, and School offices close for the entire day on or before 6:30 a.m. due to severe weather, or other circumstances dictate the need for a full closure, all transit routes, including Dial-a-Ride will not run. An attempt will be made to notify employees who have not come to work with information of when they should report to work. Any buses that have left the Pajarito Cliffs Site (PCS) will return to PCS. Any passengers that have been picked up will be notified of the change and returned home or taken to their destination. Previously booked Dial-a-Ride clients will be notified of the closure. Transit employees already at work will be asked to remain on site until dismissed by the Transit Division Manager or Department Director.

### **Partial Service Closure:**

If County offices are delayed in opening until a certain time, or the transit system is delayed in opening due to unforeseen circumstances, and notification is given on or before 6:30 a.m., any buses that have left the Pajarito Cliffs Site (PCS) will return to PCS. Any passengers that have been picked up for fixed route or Dial-a-Ride service will be notified of the change and returned home or taken to their destination. Previously booked Dial-a-Ride clients will be notified of the closure. Transit employees already at work will be asked to remain on site until dismissed by the Transit Division Manager or Department Director. For employees that have not come to work, an attempt will be made to notify them and let them know when they should report to work. Transit services will start up again when county offices are reopened or the unforeseen circumstance is over.

*Transit personnel will begin pre-trip inspections and deadheads one and a half hours prior to the time that County offices are re-opened or the unforeseen circumstance is over. Trips will begin leaving the Transit Center one hour prior to the time that County offices are re-opened.*

If County, LANL, and School offices close after 6:30 a.m. and remain closed for the rest of the day, or an unforeseen circumstance closes down the transit system after 6:30 a.m. for the day, Atomic City Transit services will begin to shut down one hour following the County closure, or unforeseen circumstance closure, with the exception of Dial-a-Ride services which will continue to operate for emergency purposes. For employees that have not come to work, an attempt will be made to notify them and let them know when they should report to work.

*The last trip leaving the Transit Center on all routes will be at least one hour after the County offices close. Routes will be completed and return to the Pajarito Cliffs Site within two and a half hours after the County offices close.*

*During any closure after 6:30 a.m., Dial-a-Ride and Dispatch service will continue to be available for emergency trips. Previously booked Dial-a-Ride clients will be notified of the closure. Dial-a-Ride and Dispatch may be run out of a remote location.*

*Employees will be asked to remain on site until dismissed by the Transit Division Manager or Department Director.*

#### Temporary Route Modifications:

If snow begins to accumulate, routes may be modified to avoid potential hazards and help keep routes running on time. *(Typically, Quemazon may be closed).*

If a small evacuation needs to occur, routes may be modified or closed to utilize bus resources for the evacuation or to avoid the evacuated area.

Routes may be modified or closed in order to accommodate construction projects or traffic accidents. Staff will work with project staff to minimize the impacts to transit riders.

#### Additional Notes:

If LANL or the schools go on a two hour delay or close for the day and the County stays open, buses will continue to operate regular service.

Services may be shut down due to safety concerns at any time at the direction of the Transit Division Manager or Department Director.

Employees will be required to report to work during emergencies as needed under the direction of the Transit Division Manager or Department Director.

## Appendix 5

### Sand and Salt Barrel Locations

Fifty-five gallon barrels of sand and salt mixture will be set at the beginning winter and removed at the beginning of spring at the following locations for motorists to use during winter driving conditions:

1. Esperanza (near mailboxes)
2. North Mesa Road (hill)
3. Quemazon Road (at intersection of North Road)
4. Quemazon Road (near mailboxes)
5. Cheryl Court (between 337 and 375 in shady area)
6. Other locations as requested by staff or citizens



## Appendix 6

### Snow Dump Locations

The following is a listing of designated areas for County crews to place snow that has been hauled from roadways and neighborhoods:

1. 37<sup>th</sup> Street off Villa (by the play lot)
2. Airport parking lot (west end)
3. Barranca Road (located at the end of the road near Navajo Road)
4. Canyon Road (north side) at 15<sup>th</sup> Street
5. North Mesa Park Road (open areas along the road)
6. North Mesa Ball Fields parking lot (at Bun Ryan Field)
7. North Mesa Horse Stables (open area by arena)
8. North Road at lower Pueblo Canyon crossing
9. Overlook Park
10. Pueblo Sewer Treatment Plant
11. Sullivan Field parking area
12. Sycamore at Diamond
13. Sycamore at North Road
14. Trinity Drive at Quemazon trailhead (twin tanks)

## **Appendix 7**

### **Equipment Resources**

DRAFT

## FY19 Equipment Resources

Equipment #                      Type

### Traffic & Streets Division's Equipment

1162	½ ton 4x4 Pickup
1249	4x4 1 ton Pickup w/ plow
1206	4x4 1 ton Pickup w/ plow
1212	4x4 1 ton Pickup w/ plow
1124	4x4 1 ton Pickup w/ plow
1182	4x4 1 ton Pickup w/ plow
1149	Single Axle Truck w/Plow and Sander (5yd)
1150	Single Axle Truck w/Plow and Sander (5yd)
1053	Single Axle Truck w/Plow and Sander (5yd) – Swap Loader
1222	Tandem Axle Truck w/Plow and Sander (10yd) – Swap Loader
1142	Single Axle Truck w/Plow and Sander (1yd)
1201	Tandem Axle Truck w/ Plow and Sander (10yd)
969	Tandem Axle Truck w/ Plow and Sander (10yd)
1268	Tandem Axle Truck w/ Plow and Sander (10yd) – Swap Loader
1040	Single Axle Flat Bed Dump Truck
967	Single Axle Flat Bed Dump Truck w/ Plow
3219	Motor Grader with Wing Plow
3215	Front End Loader-3yd Bucket
3020	John Deere 310 Backhoe
3202	John Deere 310 Backhoe
3165	Bombardier w/Plow
3166	Bombardier w/Plow
2015	Bombardier w/Plow
3100	Trackless w/ Blower/Plow
3101	Trackless w/ Blower
3162	Case Skid Steer

Other County Equipment From Various Divisions

1041	4x4 ¾ ton Pickup w/ plow (Airport)
XXXX	Single Axle Dump Truck 4x4 w/ 22' Wide Plow (Airport)
983	4x4 1 ton Pickup w/ plow (Facilities)
1177	4x4 1 ton Pickup w/ plow (Facilities)
1175	4x4 1 ton Pickup w/ plow (Facilities)
1092	4x4 1 ton Pickup w/ plow (Facilities)
1101	4x4 1 ton Pickup w/ plow (Facilities)
1057	4x4 1 ton Pickup w/ plow (Facilities)
2086	John Deere Walk Behind Snow Blower (Facilities)
2087	John Deere Walk Behind Snow Blower (Facilities)
XXXX	John Deere Walk Behind Snow Blower (Facilities)
XXXX	John Deere Walk Behind Snow Blower (Facilities)
985	4x4 1 ton Pickup w/ plow (Fleet)
989	Single Axle Dump Truck (Parks)
2113	Single Axle Dump Truck (Parks)
2091	John Deere 310 Backhoe (Parks)
3181	Case 580 Backhoe (Parks)
3026	Bobcat Skid Steer w/ Plow (Parks)
3009	John Deere Walk Behind Snow Blower (Parks)
3010	John Deere Walk Behind Snow Blower (Parks)
3011	John Deere Walk Behind Snow Blower (Parks)
1110	4x4 1 ton Pickup w/ plow (Water Production)

Various other pickups, trucks, backhoes, snow blowers, etc.

NOTE: During heavy snowfall if necessary, the Traffic & Streets Division has the authority to mobilize and put into service ANY tool, equipment, or vehicle from ANY County Department to assist in performing prompt, safe, and successful snow and ice control operations.

## Appendix 8

### Human Resources

Position	Quantity
Public Works Director / Deputy Director	2
Division Managers & Superintendents	11
Traffic & Streets (4)	
Fleet (2)	
Facilities (1)	
Custodial (1)	
Parks (1)	
Airport (1)	
Transit (1)	
Traffic & Streets Lead Equipment Operators	2
Public Works Equipment Operators & Drivers	18
Traffic & Streets (12)	
Fleet (6)	
Other County Personnel	39
Facilities & Custodial (25)	
Parks (14)	
Total:	72

# Snow & Ice Control Plan FY19



Transportation Board Presentation  
October 4, 2018

Coordinated Efforts



# Purpose: Emergency Response

“...a comprehensive strategy and approach to the snow and ice control operations of Los Alamos County in order to provide emergency response to winter storms...”

- Page 5

# Mission Statement

“The mission of the Snow and Ice Control Program is to:

- Address each storm such that public safety is maintained...
- Control the impact of the storm in a cost effective and environmentally responsible manner...
- Reduce the hazards of winter conditions to motorists, transit riders, bicyclists, and pedestrians while enhancing the operations of emergency operations; and
- Minimize the economic loss to local businesses and the community.”

- Page 5

# Storm Response Goal

- “The goal includes safe completion of an initial storm response within 24 hours of the end of a typical snow event;
- Defined as snowfall of 6 inches or less.”

- Page 6

# Coordinated Effort

“...the support for snow and ice control operations will include personnel and equipment from the following divisions:

- Airport
- Custodial
- Dept. of Public Utilities
- Environmental Services
- Facilities
- Fleet
- Parks, Recreation, & Open Space
- Procurement
- Public Works Dept.
- Traffic & Streets
- Transit
- Private Contractors

# Introductions & Responsibilities

## Public Works Department

- Philo Shelton, PW Director
  - Has primary responsibility and authority for implementing the plan.
  - Has the authority to call on *any County resource* to assist in the implementation of the plan.

# Introductions & Responsibilities

## Traffic & Streets: Dan Erickson (Traffic & Streets Manager)

- Responsible for overseeing and orchestrating the emergency response.
- First initial responders to ALL winter storm events.
- Traffic & Streets Manager in Conjunction with the Superintendent / Assistant Superintendent
  - ▣ Determines when to prepare and begin the operations.
  - ▣ Initiates the call-outs and coordination.
- Assistant Superintendent
  - ▣ Rotates the oversight with the Superintendent or designee every 12 hours.
- Leads
  - ▣ Provide real time direction to Snow Teams
- Area Captains (will change with various storms)
  - ▣ Provide real time direction to staff in Areas 1-5



# Introductions & Responsibilities

Facilities: Jim Zerr, Facilities Superintendent

- Activated as needed
  - ▣ First backup to snow and ice control on roadways
- Primary duties:
  - ▣ Assist with clearing priority roadways as delegated
  - ▣ Under direction of Streets Superintendent or Asst. Supr.
- Secondary duties:
  - ▣ Safe Routes to School
  - ▣ County maintained parking lots
- Tertiary duties:
  - ▣ As assigned

# Introductions & Responsibilities

Parks, Recreation, & Open Space:

Jeff Humpton, Parks Supervisor

- Activated as needed
- Primary duties:
  - Assist with clearing public sidewalks, walkways, overpasses and stairways
  - Safe Routes to School walkways
  - County maintained parking lots
  - Under direction of Streets Superintendent or Assistant Superintendent
- Secondary duties:
  - Clear “Priority 3” roadways and residential streets
- Tertiary duties:
  - As assigned

# Introductions & Responsibilities

Custodial: Bob Feagans, Custodial Superintendent

- Activated as needed
- Primary duties:
  - County facility access
  - Clearing public sidewalks and walkways to facilities and to parking lots
  - Under direction of Custodial Superintendent
- Secondary duties:
  - As assigned

# Introductions & Responsibilities

Fleet: Pete Mondragon, Division Manager

Norman Romero, Fleet Supervisor

- Activated as needed
- Primary duties:
  - Support equipment, vehicle, machinery needs
    - Repairs, plow edge replacements, chain installation, etc.
  - Support field operations
  - Under direction of Streets Superintendent or Asst. Supr.
- Secondary duties:
  - Plow PCS parking lots and site yard
- Tertiary duties:
  - As assigned

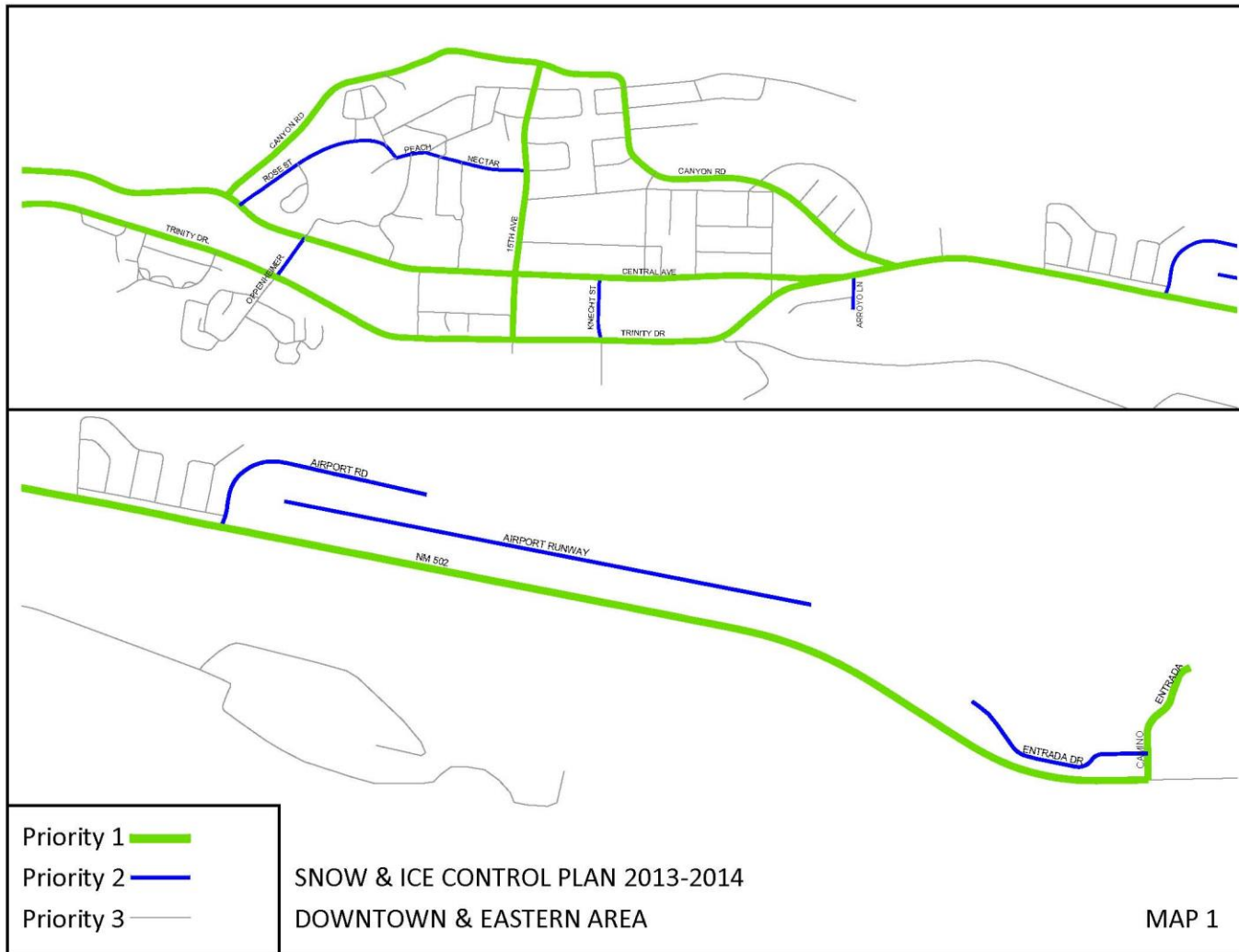
- page 9

# Introductions & Responsibilities

## Other Divisions & Functions

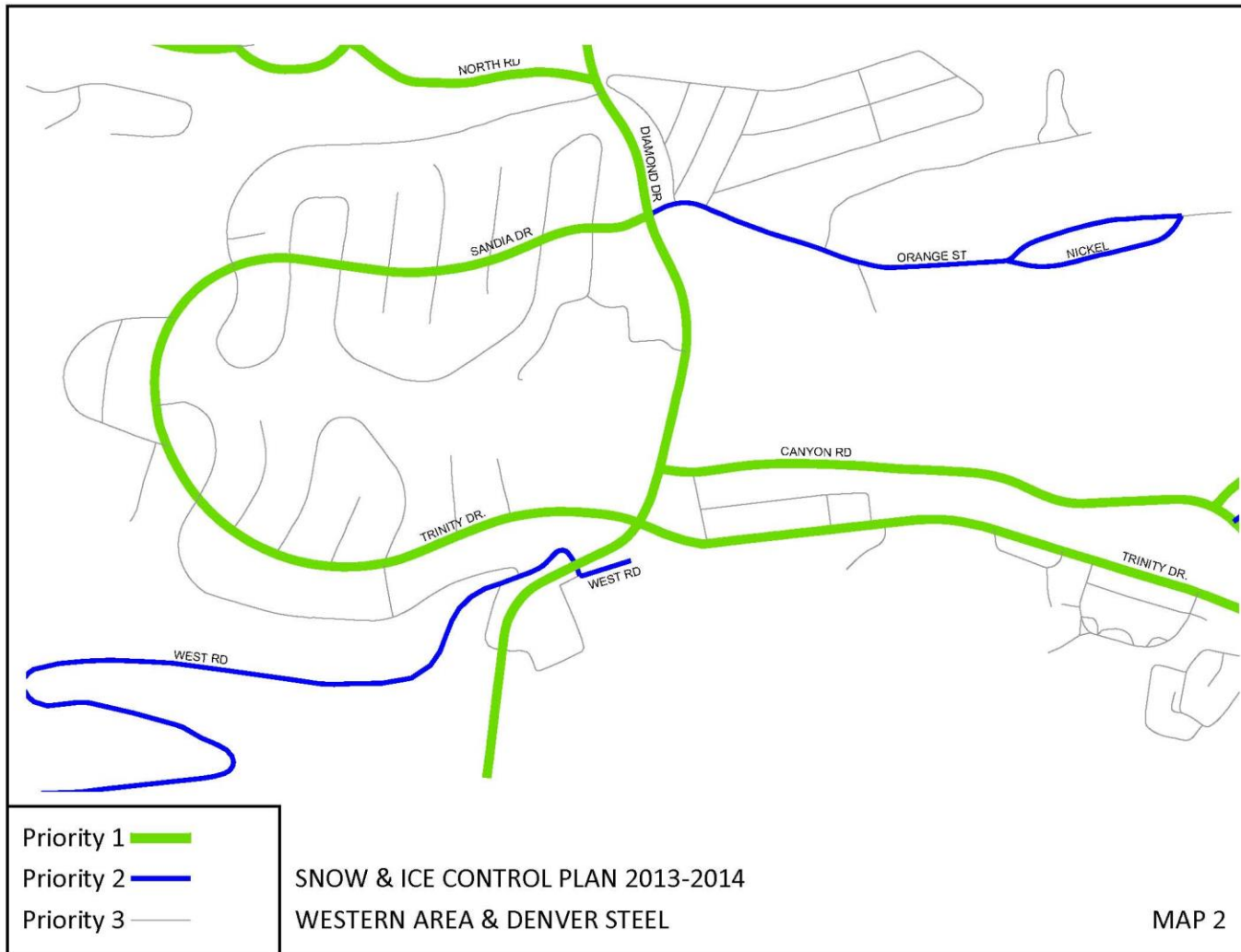
- **Airport**
  - Jon Bulthuis, Deputy PW Director
  - Cameron Humphres, Airport Mgr.
  - Daniel Blea, Richard Marquez & Scott Halder, Acting Airport Mgrs.
    - Plowing snow at airport including Airport Road
- **Dept. of Public Utilities**
  - Tim Glasco, Utilities Manager
    - Activated with significant storm or emergency
    - Addressing DPU power failures and water breaks
- **Environmental Services**
  - Angelica Gurule, Environmental Services Manager
    - Initial snow removal at Eco Station
    - Essential trash collections and recycling services
- **Procurement**
  - Annalisa Miranda, Chief Purchasing Officer
    - Procurement, warehousing, and storage of snow and ice control materials and supplies
    - Stocked levels and tracking
- **Transit**
  - Jon Bulthuis, Deputy PW Director
  - Annette Granillo, Transit Manager
    - Essential transit services
    - Hand clearing of bus shelters and access to shelters
- **Private Contractors**
  - Activated during larger storm events
  - Emergency on-call contracts in place

# Area Maps

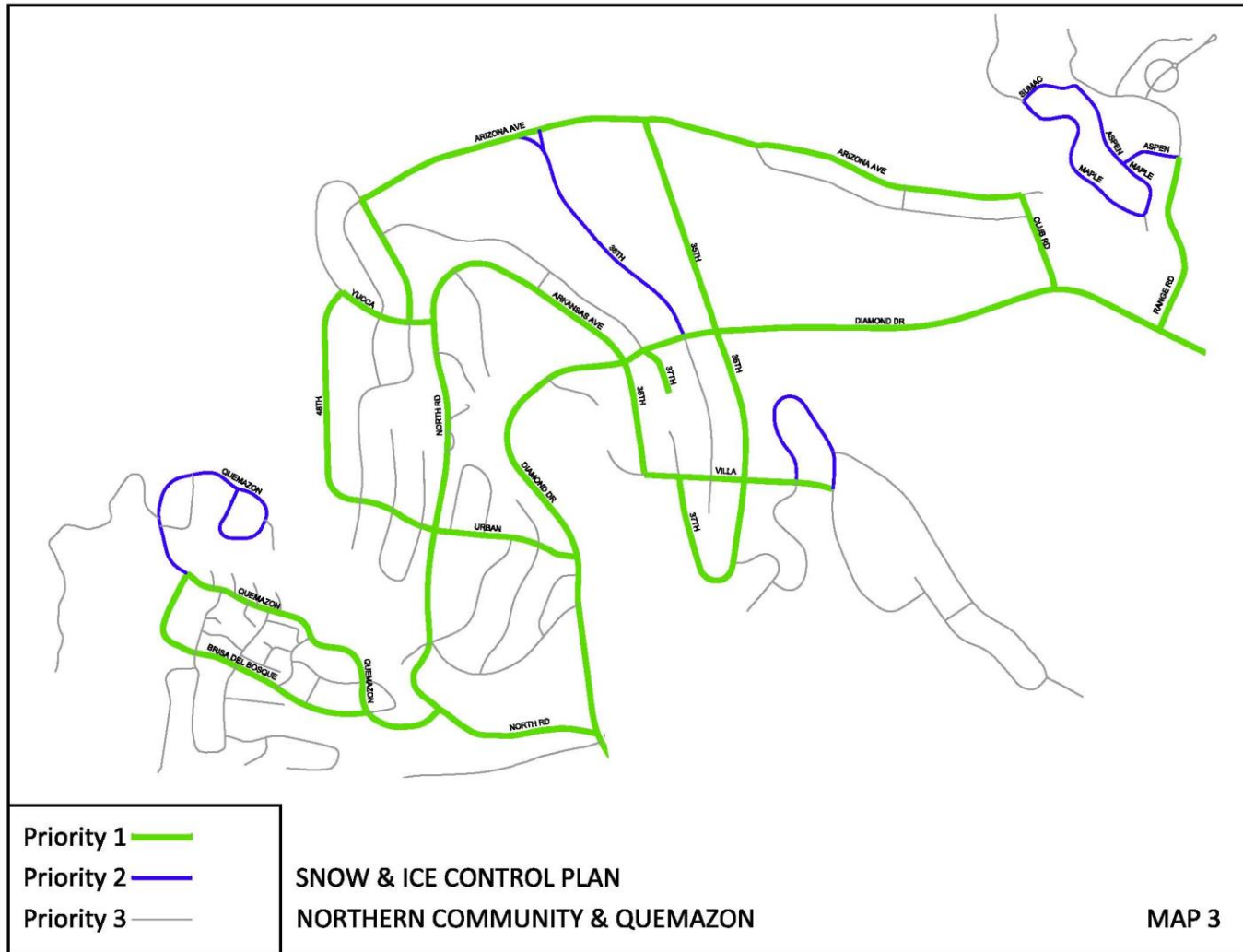




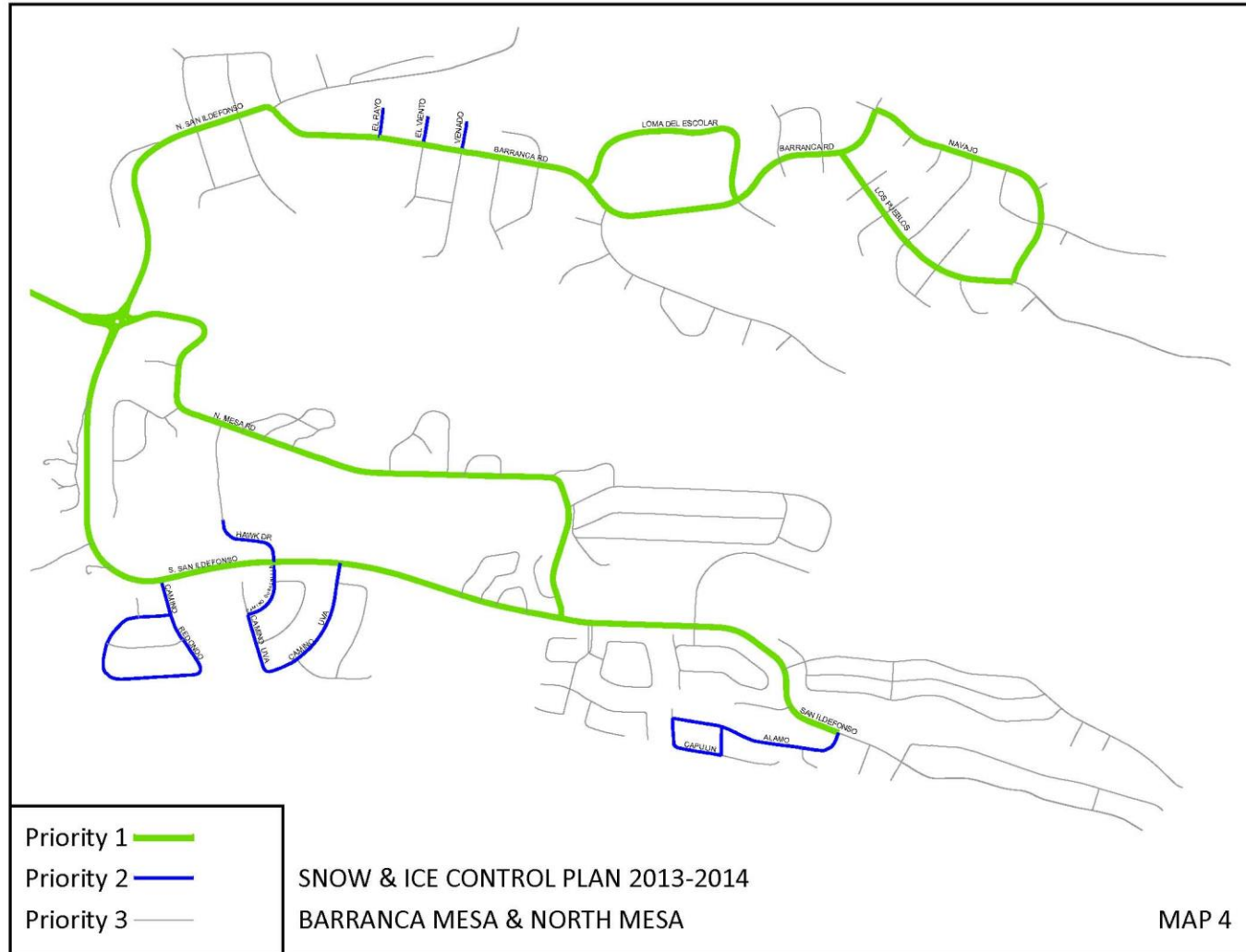
# Area Maps



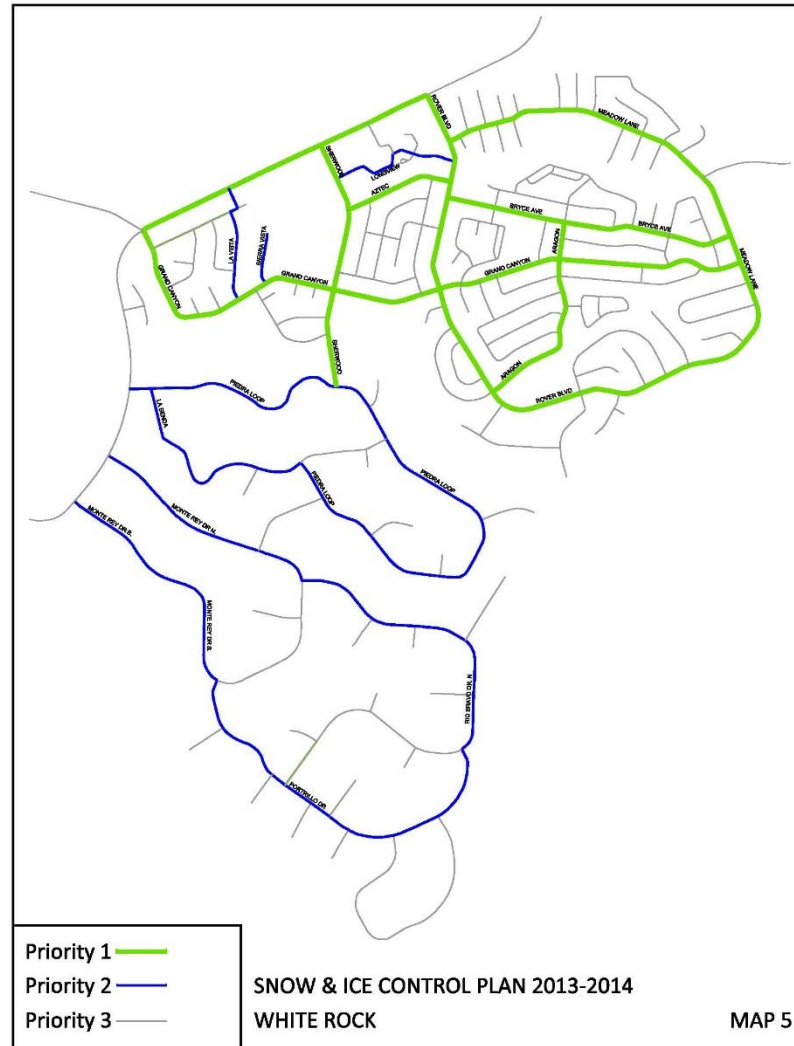
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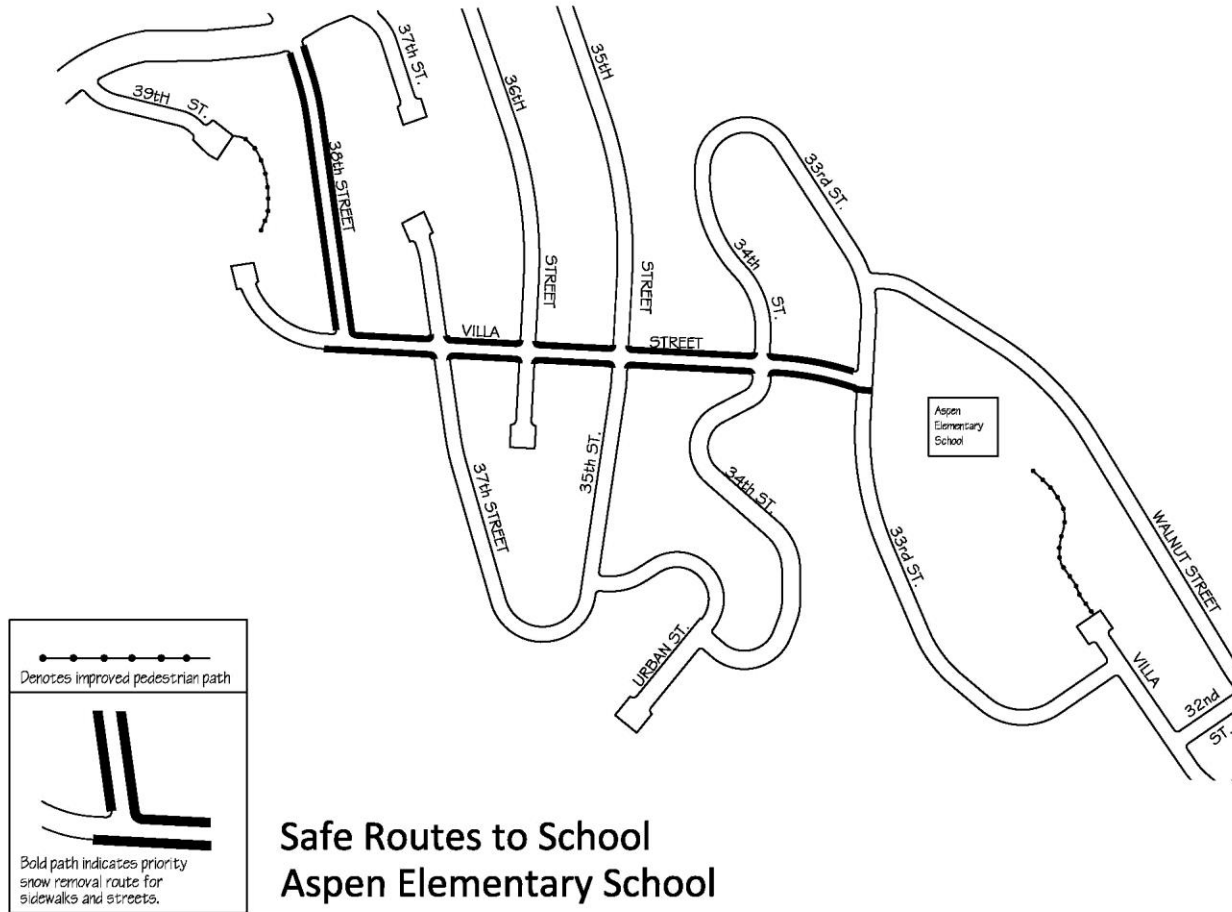
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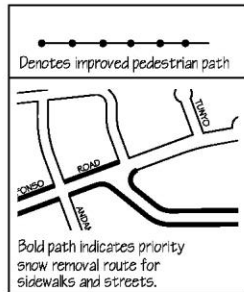
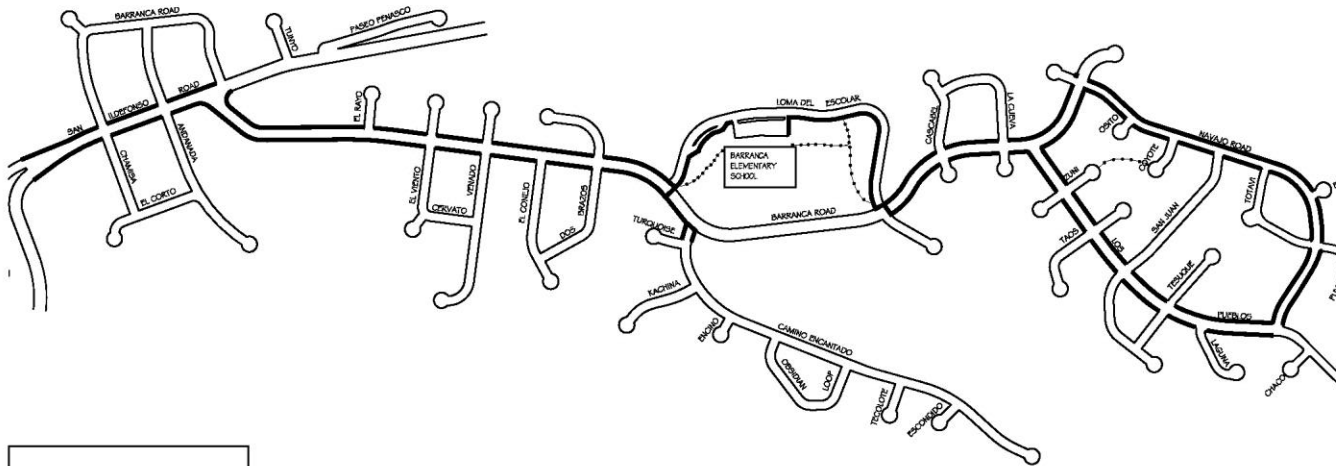
# Area Maps



# Area Maps



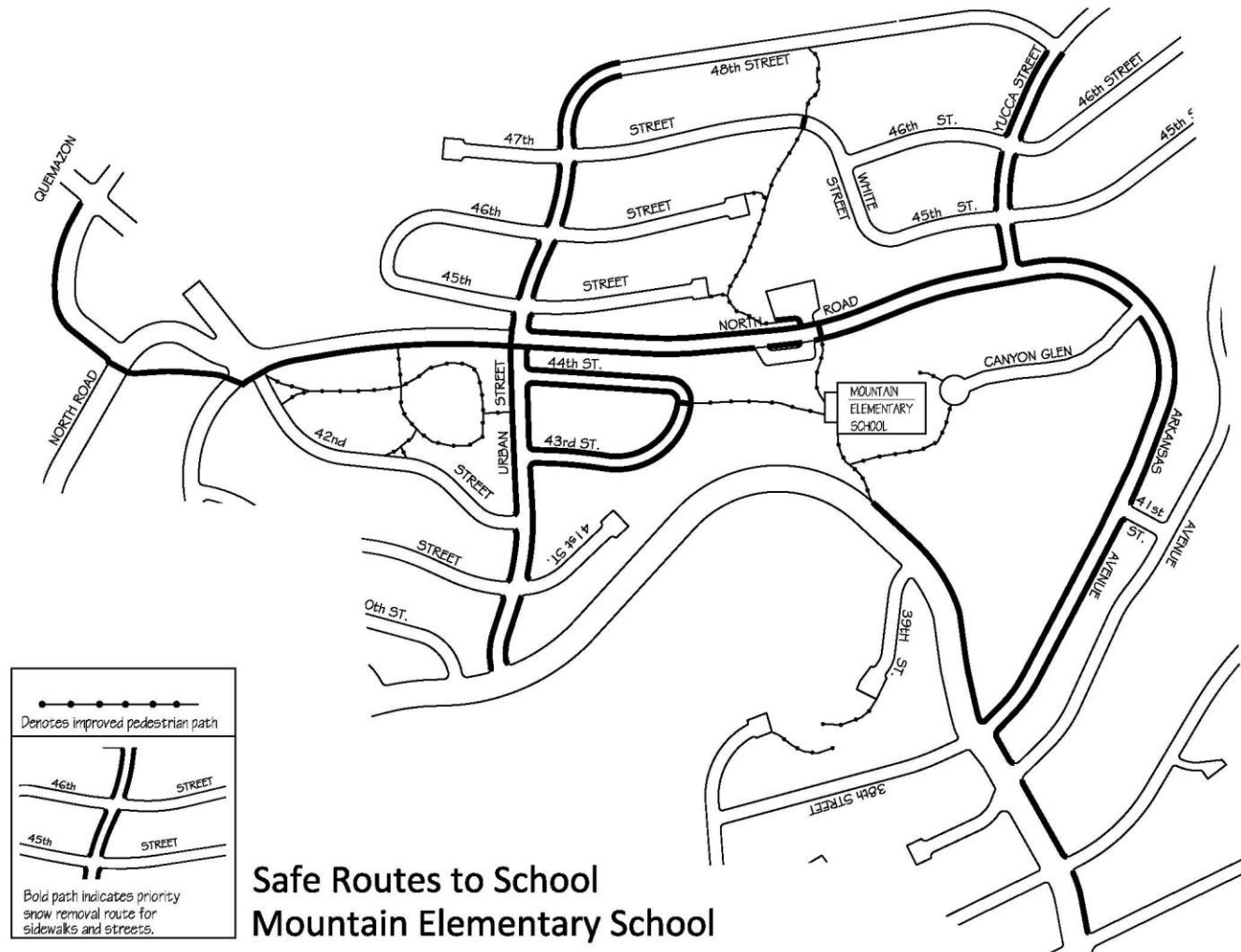
# Area Maps



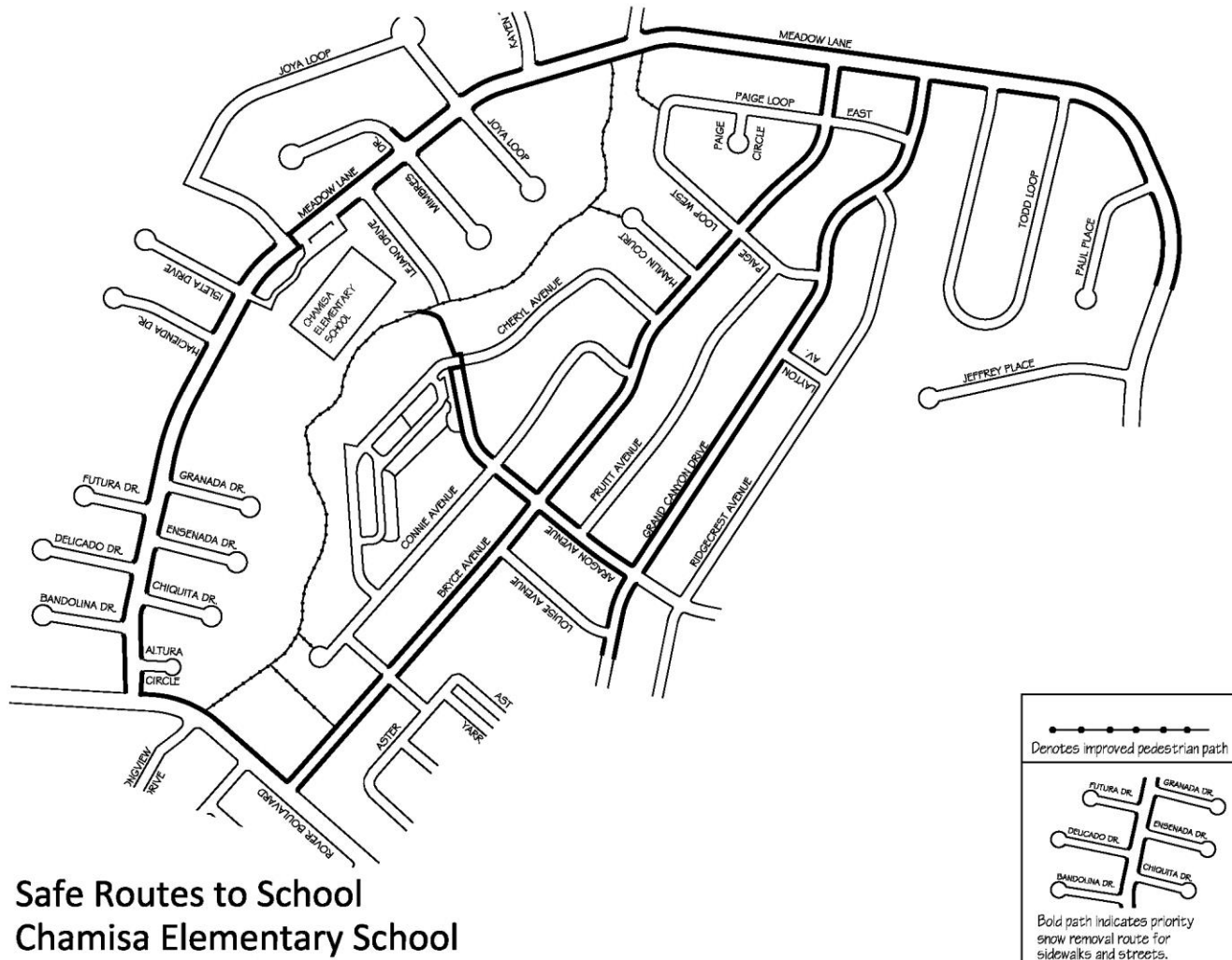
## Safe Routes to School Barranca Elementary School



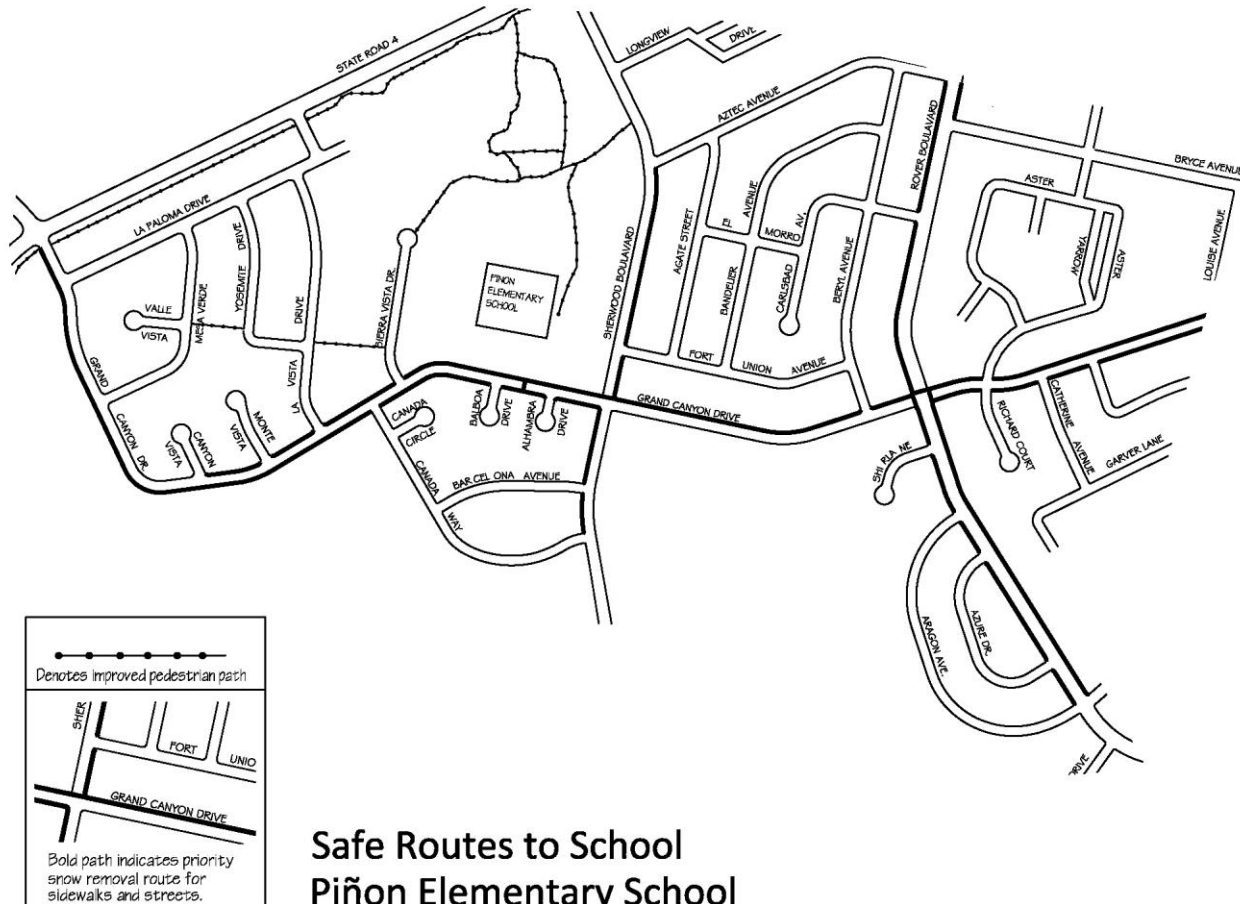
# Area Maps



# Area Maps



# Area Maps



Safe Routes to School  
Piñon Elementary School

# Questions?



# County of Los Alamos

## Staff Report

October 04, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 11255-18

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**...Title**

Public Works Staff/Project Update - September 2018

**...Attachments**

A - Public Works Update - September 2018

# In the Works....

## Public Works Update – September 2018

### Administration Division

#### Transportation Board



The Transportation Board meets the first Thursday of the month at 5:30 p.m. Meetings are held at 1000 Central Avenue, Room #110.

#### September 6, 2018 Transportation Board Meeting Highlights

- + Dan Erickson, Traffic & Streets Division Manager presented an evaluation of the Golf Course Crossing on Diamond Drive and the available treatments for the area. He will present to the Golf Course Sub-Committee in September and the Parks and Rec Board in October. In November the comments collected by staff will be presented to T-Board for review and consideration of a recommendation.

### Airport Division

#### Perimeter Fence Project

The airport has secured federal and state funding, the contract has been awarded and the pre-construction meeting has been held. This project will replace the fence along highway 502 and airport road with a black vinyl-coated eight-foot chain-link fence, replaces two powered vehicle gates and three pedestrian gates. Construction is scheduled to begin in October 22nd and be completed by the end of the year.

#### New Aircraft Hangar Complex Construction Project



Crews from Facilities and Streets Divisions of Public Works continue to make progress on the new hangar project. Roof sheeting, door rigging, trim, plumbing and electrical remain. Construction is expected to be completed by the end of fall. The completed hangar complex will have three small hangars that will accommodate single-engine aircraft, one large hangar that can accommodate one large aircraft, and two large storage areas. The new hangars will be leased to local aviation-related businesses and private aircraft owners, producing revenue to offset airport operating costs.





**“The Secret City Unlocked” Fly-In Los Alamos Tour.** Los Alamos hosted 36 participants and 10 aircraft from those attending the Aircraft Owners and Pilots Association Conference in Santa Fe. The guided tour included a visit to the Bradbury Science Museum, the Manhattan Project National Historical Park, Fuller Lodge, and an opportunity to visit downtown shops. There were many citizen volunteers and county staff that made this a huge success – THANK YOU!





## **Custodial Division**

The Custodial Division supported 230 events during the month of September.

Floor work was completed at the Teen Center, Nature Center and the Eco Station this month.

The food warmer in the Fuller Lodge kitchen was replaced with a commercial grade warmer/proofer.

Exterior window cleaning will begin this month and conclude in October.

## **Engineering & Project Management Division**

### **Server Room Cooling Improvements**

This project improves the reliability of the server room cooling. The curtains that separate the hot side and the cold side of the server racks were installed in February. The controls work was completed early April. The engineer analyzed the performance data after the modifications were made to the server room and controls to see if installing the bypass valve in the condensing unit would be warranted. The purpose of the bypass valve is to reduce compressor cycling. The valves were installed on one of the two condenser units. In order to ensure redundancy of the cooling system, some time has been included between each installation to confirm a smooth operation before working on the second cooling system. The installation of the second set of recirculation valves has been delayed due to the need to complete repairs on the Roof Top Unit to ensure reliability before shutting down a unit to work on it. The parts for the repairs are expected early October. The valves will be installed immediately after the repairs are complete.

### **Municipal Building HVAC**

An evaluation was completed by a 3<sup>rd</sup> party engineer to establish the cause of the HVAC noise, they have since recommend solutions. Jaynes and their sub-contractors have agreed to perform the work which entails replacement of ducts throughout the building identified as those causing the noise.

The engineer's analysis report shows restrictions in the supply and return ducts in certain areas are causing high velocity through the ducts, oscillations in the airflow through the supply fans, and oscillations of the sheet metal ducts. These restrictions also caused a higher than necessary fan speed on one roof top unit causing even more vibrations.

Assessment of the noise levels is in progress to determine if the results are acceptable. Some additional sealing of HVAC ducts is planned for the end of September to close-up some noisy air leaks. The engineer is also working on parameters to slow down the fan speeds of the AC units to reduce the vibration and noise. This reduction in fan speed will not reduce the performance of the HVAC as the air temperature will be lowered for cooling or raised for heating and will still have the capacity.

### **White Rock Senior Meals Center Kitchen Equipment Upgrade**

This project utilizes a grant from the State Aging and Long-Term Services Department to install additional kitchen equipment to improve the in house and delivered meals capacity. The Invitation for Bids was advertised on September 16th and closes on October 4<sup>th</sup>. Work is expected to be complete by the New Year if the kitchen equipment is available by that timeline.

### **Fire Station 3**

The project includes reroofing, as well as a new wall system, window replacement and HVAC system modifications to better insulate and control the temperature in the bunkrooms. Bids were received, and awarded to Kha'po construction by Council at the July 10<sup>th</sup> meeting. The contractor is in the submittal phase and is scheduled to mobilize on site by the end of September. Work is to begin inside one half of the bunkrooms and on the roof over the dining hall and kitchen. Substantial completion is scheduled for January 30, 2018.

### **Fire Station 6 Restroom Remodels**

The restrooms at Fire Station 6 (Airport) will be refurbished as it has been a little over 10 years since they were last re-done and are looking worn. Riskin and Associates, one of the County's on-call architects, completed design. Staff is holding off on advertising the project until Fire Station 3 is underway to see if any additional funding will be needed, or if Fire Station 6 will have enough funding to move forward. This should be decided by February, 2019.

### **Mesa Library HVAC Improvements**

Work is continuing with demolition of various areas in the building to accommodate new ductwork and ceilings; removal of the fan systems; construction of the new intake structure; electric upgrades and new gas lines, which includes a relocation and a new service line; installing new controller valves on the air distribution boxes above ceilings; and other associated work. One of the partial day shutdowns to install a new electric junction box is now complete. A second shutdown will be required to shift to the 480-volt electric system.

The contract has been adjusted to move one milestone date from November 16<sup>th</sup> to the 28<sup>th</sup>. This additional time fits within the planned contingency time, thus keeping the original planned library re-opening date on December 4<sup>th</sup>. However, the filter back vendor is offline because of hurricane Florence and not sure when the plant will be back online.



*Library Air Intake and Waterproofing*



*Connection between new and old Intakes*

### **LAPD Remodel for Sheriff's Office**

A new office space for the County Sheriff's office is being designed inside the Justice Center to allow the public better access. The new entrance will be on the Trinity side of the station. It will consist of an office for the Sheriff and one office space for an Administrative position. Currently, visitors to the Sheriff's office need to be escorted through the Records area, which is not ideal, either for the visitors or staff. Design will occur in October with construction occurring before the end of the year.

### **On Call Construction Services**

An RFP is being developed to provide on-call facility work as needed for smaller projects that are small in scale to go out to bid individually or that need to be fast-tracked. Remodels, smaller mechanical, electrical and plumbing jobs would fall into this category, generally less than \$200,000 each, many being \$50,000 or less.

### **Canyon Rim Trail Phase 3**

The County has been working with the consultant to prepare to obtain easements with the private owners, by first obtaining property appraisals, within the project limits between Knecht Street and the 20th Street Extension. A presentation was made to the membership at the American Legion, one of the properties where an acquisition is needed. We are awaiting a response from them following their September board meeting.

### **Canyon Rim Trail Underpass**

The project was awarded federal FY2018 funding under the Transportation Alternatives Program (TAP) for project study and design in the amount of \$320,000 and FY2020 TAP funding for project construction in the amount of \$2,020,000 for a total award of \$2,340,000.

A kick-off meeting with Wilson and Company was held on April 26 to begin the design process for this project. Preliminary Alignments have been received by staff. The first public meeting will be held July 26th at the Arts in Public Places Board, followed up by an August 2nd presentation to the Transportation Board and August 9th presentation to Parks & Recreation Board to discuss the scoping report and conceptual design. Minor feedback was obtained and will be considered. The consultant has now submitted the 60% design, and a design review meeting was held with the whole project team on September 18th. Follow up design meetings are anticipated in October for utility coordination and NMDOT maintenance agreements, since this project crosses through NMDOT Right-of-Way.

### **DP Road and Utility Infrastructure Improvements Project**

The USDOT BUILD (Better Utilizing Investments to Leverage Development) Grant application was submitted on July 19, 2018, for the DP Road and Utility Infrastructure Improvements Project. The request was for \$5 million for new asphalt road surfacing, pavement markings, concrete sidewalks, curb and gutter, ADA curb ramps, drive pads, storm drains, street lighting, and landscaping improvements. One million dollars was also requested for the replacement of the existing utilities (gas, water and electric) that will be impacted by the roadway construction. The grant awards are scheduled to be announced by December 18, 2018.

### **North Mesa Phase 2 Improvements (Cumbres del Sol Subdivision)**

This North Mesa pavement rehabilitation project is located on Camino(s) Manzana/Mora/Cereza. The project entailed a new asphalt roadway, new compacted base, and intermittent concrete sidewalk, drive pads, curb & gutter, ADA curb ramps. The project has reached substantial completion and is fully open to the residents. The Contractor is working on corrective punch list items followed by the completion of the landscaping in disturbed areas. The project was a success as it finished on-time and under budget. Several residents have commented on the finished product and were thankful for the work.



- **NM 4/East Jemez Rd. (Truck Route) Intersection:** Staff continues to work with DOE, NMDOT Bandelier, and Army Corps of Engineers to program, design and construct intersection upgrades to improve capacity and safety. The USACE has entered into a design contract with Bohannon Huston, a Civil design consultant, to study and design the intersection. A follow-up meeting with all stakeholders was conducted September 18<sup>th</sup> and a final report is anticipated in October. The report will document a preliminary estimate for the preferred alignment. DOE will, at that time, evaluate whether or not the remaining SEP funds available would be sufficient to construct the project. A presentation to the Transportation Board is scheduled for October 4<sup>th</sup>.
- **NM 502 Reconstruction, Knecht St. to Tewa Loop:** Staff continues to coordinate with NMDOT on this state lead project. NMDOT bid the project for a fourth time on August 17<sup>th</sup> and received two bidders. On September 20<sup>th</sup> the County received word from NMDOT management that the contract was awarded to the low bidder, Star Paving, and a schedule will be forthcoming.



## Environmental Services Division

### Los Alamos County Landfill Gas (LFG) Update

This is a summary of results for August 2018 methane monitoring for the Los Alamos County closed landfill.

1. The monitoring probes near the boundary of the landfill ranged in methane concentrations from 0.0 (MP-8R, MP-9R, and MP-10R) to 1.5 (MP-11R) percent gas in air.
2. The landfill gas extraction wells ranged in methane concentrations from 6.1 (EW-2R) to 57.4 (EW-18) percent gas in air.
3. The LFG vents and gas probes previously monitored and tracked during our monthly compliance monitoring at Los Alamos are not part of this month's data. These extraction locations have been recently decommissioned following the site's transition to the permanent GCCS system that started-up on July 12, 2018.

### Curbside Yard Trimmings Roll Cart Update

The yard trimmings roll cart program began on July 9, 2018. Environmental Services staff delivered over 3,200 roll carts with another 300 registered to receive on in the next phase, this is 50% of the residential customer base. By implementing the yard trimming roll cart, Los Alamos residents have an opportunity to divert 14% of our waste stream from the landfill each year. The diversion efforts have the potential to divert 1,107 tons of yard trimmings annually and will reduce hauling and disposal costs, greenhouse gas emissions, and provide high-quality garden and landscaping materials for residents. During the first three months of collection Environmental Services collected almost 200 tons of yard material.

### Recycling Service

With the change in the recycling schedule over 300 residents requested an upgrade to a larger or additional roll-cart. Environmental Services has filled many of the requests and has received an additional 324 - 96 gallon recycle roll-carts and began to distribute them to the remainder of customers who have requested them.



### Recruitment

Environmental Services is currently recruiting for an office specialist. Recruitment closed on Thursday, August 30, 2018 and interviews were conducted September 20 and 21, 2018.

# Residential Sustainability Report



## Residential Sustainability Report

Service Period: August 2018

July Diversion Rate: 26% - August Diversion Rate: 28%

A 9% Increase in Diversion

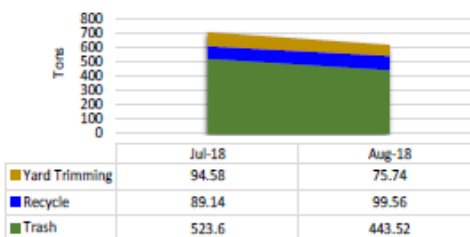
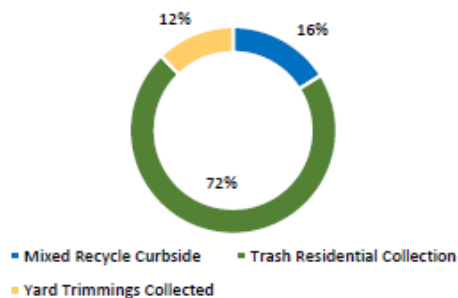


LOS ALAMOS

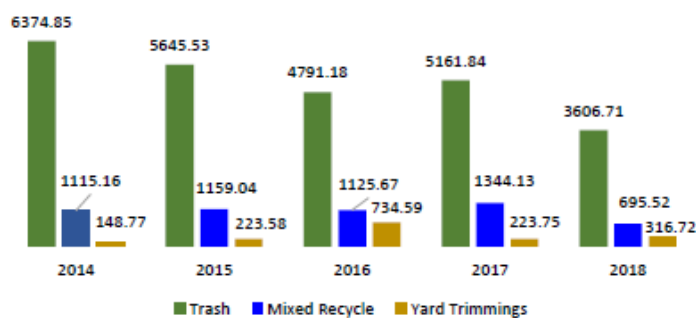
The *diversion rate* is the percent of materials recycled and composted.

### Monthly Collection Report

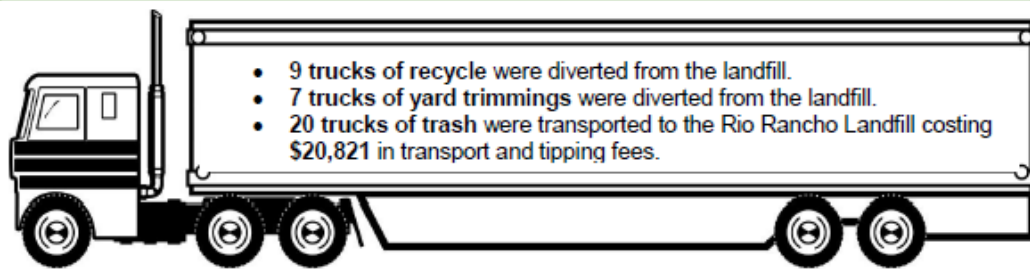
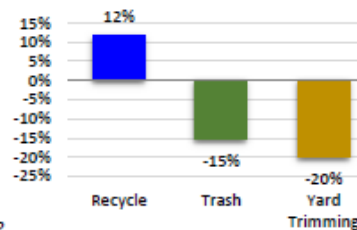
#### Monthly Curbside Collection Tonnage



### Annual Report Center



### % Change Previous Month



For more information contact Environmental Services Division at 505.662.8163 or email [solidwaste@lacnm.us](mailto:solidwaste@lacnm.us)

## Facilities Division

### Golf Course Bathroom Odor

Facilities staff worked over the last weeks to perform tests at the Golf Course in which smoke was forced into the sewer vent to identify the location within the building where the sewer vent was not properly sealed and thereby leaked fumes into the men's restroom in the building. Two tests were performed which clearly identified a defective urinal as the source of the sewer gas intrusion into the building. The faulty urinal is now scheduled for replacement which is expected to fully resolve the issue.

### Heater Coil Replaced at the Police Department

As the seasons turn from summer to fall, heating system concerns have started to appear such as that in the Police Department's Administrative area. Facilities staff have replaced two failed coils that prevented the system from working properly. The system will now be purged and recharged to get things up and running normally again.

### Ice Rink Locker Room Heater and Rink Glass

Another sign of the season is the work being done at the ice rink in preparation for the upcoming season. Along with the typical re-painting and touch-up work that happens annually, this year the heaters in the locker rooms are being replaced to ensure that the occupants enjoy indoor temps before they head out into the winter cold. A broken glass panel is also on the list of items that will be replaced before the facility is in shape for the season to begin.





## Wood Frames Build for the CAO & CMO Offices



Facilities staff are working to build custom frames for the display at the County Manager's Office and the County Attorney's Office. Once the materials pictured here are assembled into the final product, they will be used to frame maps to be displayed in the offices noted above.

## Fleet Division



Raul Lujan has just celebrated 5 years of service with Los Alamos County. He started at the Fleet shop as a Mechanic and has worked his way up to Shop Foreman.

[illegible]

Auction of FY18 Equipment that included automotive unit, mowers, and snow equipment.

## Traffic & Streets Division



Crews mowed county ROW's in several locations.



Traffic Electricians assisted and supervised the installation of the traffic signal pole at Diamond Drive and Arkansas. This pole was knocked down in an accident and had to be replaced. Electrical Contractor Bixby Electric was hired to do the installation.





Concrete has been replaced around Urban Park. This work is part of a larger concrete replacement project happening throughout the County where a contractor is replacing broken and severely damaged concrete in neighborhoods around Urban Park, along Orange Street as well as some areas in the Eastern Area.



Crews crack sealing roads in White Rock, La Senda and Pajarito Acres in anticipation of micro-seal application anticipated to happen in October.





Crews have continued replacing crosswalks and repainting bike symbols, and turn arrows on Diamond Dr.

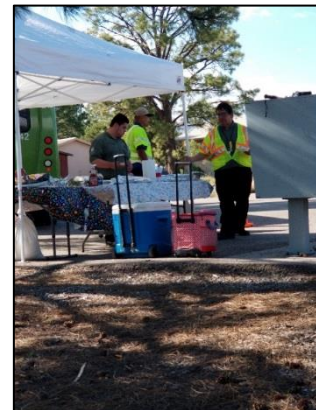


Crews have been clearing brush and branches around signs countywide.



Traffic and Streets Division welcomes Charles Romo, Equipment Operator. Charles started working with the County on Monday, September 24<sup>th</sup>. Welcome to Traffic and Streets Charles!

## Transit Division



Bandelier with the Los Alamos Opera Guild held the 7th Annual Opera on the Rocks on Saturday, September 15, 2018. This family friendly event was a great success with beautiful weather. Atomic City Transit transported a total of 221 passengers with total of 369 miles. Employees used the time to have a meal while waiting for their passengers.



Atomic City Transit assisted Leadership New Mexico with transportation service on September 19 – 21, 2018 while beginning their fall events. A total of 210 passengers utilized the service during the three-day event.



Atomic City Transit would like to welcome our new employees to our team.



*Matt Wagner, Transit Operator 1*

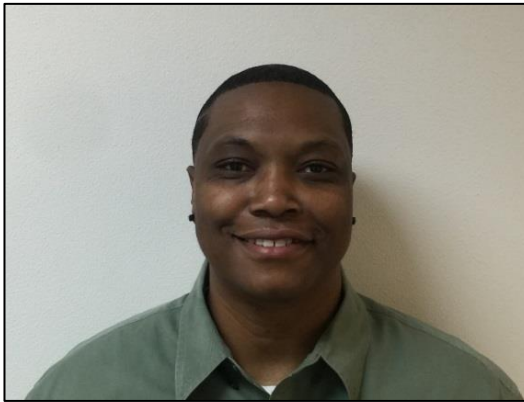


*Stass Snapp, Transit Operator Trainee*





*Tiffany Pegoda, Senior Office Specialist*



*Reme Brown, Transit Operator 1*



*Michael Richins, Transit Operator Trainee*

On April 5, 2018 the Transportation Board approved phase one of Atomic City Transit Bus Stop Improvement Plan. With hard work from the Public Works, Engineering Division, phase one is starting with Route 6, and have now completed seven additional stops in White Rock on the 2T Route.



Meadow Lane and Isleta Drive – Stop #582





Grand Canyon & Ridgecrest South - #587

The last Gordon Summer Concerts of 2018 was Friday, August 31, 2018. This great summer event was wonderfully attended.

### 2018 Friday Night Concert Totals

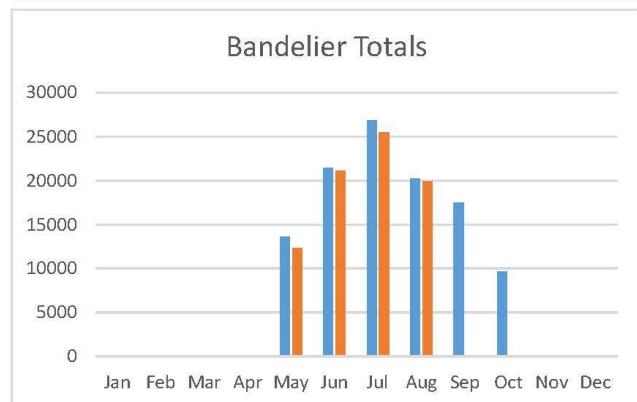
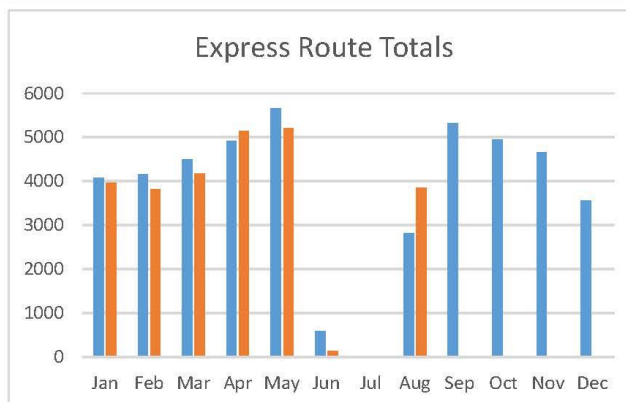
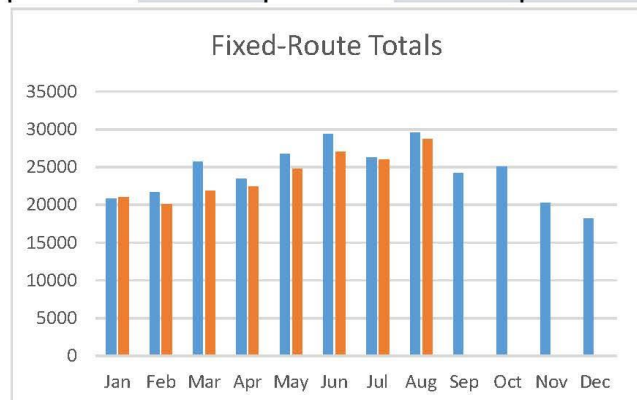
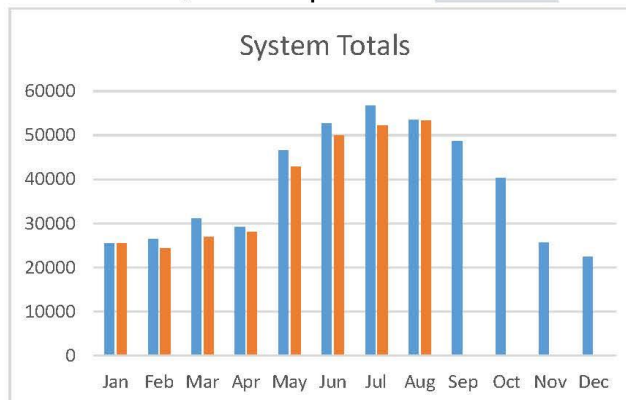
Route	Adult	Student	Senior	Bike	Lift	Unlinked Passenger Trips
<b>White Rock</b>	<b>135</b>	<b>158</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>303</b>
<i>North Mesa</i>	<i>198</i>	<i>166</i>	<i>24</i>	<i>5</i>	<i>-</i>	<i>393</i>
<i>North Community</i>	<i>61</i>	<i>57</i>	<i>19</i>	<i>1</i>	<i>-</i>	<i>138</i>
<b>Los Alamos Routes</b>	<b>259</b>	<b>223</b>	<b>43</b>	<b>6</b>	<b>-</b>	<b>531</b>
<i>Dial-a-Ride</i>	<i>76</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>76</i>
<i>Dial-a-Ride Extension</i>	<i>47</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>47</i>
<b>Dial-a-Ride Total</b>	<b>123</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>123</b>
<b>Supervisor</b>	<b>11</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11</b>
Fixed Route Total	394	381	48	10	1	834
Demand Response Total	134	-	-	-	-	134
<b>Concert Total</b>	<b>528</b>	<b>381</b>	<b>48</b>	<b>10</b>	<b>1</b>	<b>968</b>



## August 2018 Ridership Report

LOS ALAMOS

Route	August Trips			Aug. Rev. Miles		Aug. Rev. Hours		YTD Trips
	2017	2018	% Chg	2017	2018	2017	2018	2018
1 Downtown	7,962	7,681	-3.5%	4,145	4,145	343.5	343.5	48,270
2M White Rock - Main Hill	3,729	3,098	-16.9%	8,254	8,254	311.3	311.3	21,241
2T White Rock - Truck Rt	2,352	1,969	-16.3%	7,616	7,616	300.2	300.2	13,713
2P White Rock - Peak	-	511	0.0%	-	2,608	-	96.3	4,119
3 Central / Canyon	3,315	3,118	-5.9%	5,845	5,845	292.1	292.1	23,621
4 North Community	3,760	3,741	-0.5%	4,235	4,235	299.0	299.0	22,139
5 Barranca Mesa	1,971	1,938	-1.7%	4,654	4,654	296.3	296.3	13,293
6 North Mesa	6,458	6,684	3.5%	6,592	6,592	445.8	445.8	45,311
<b>Fixed-route subtotal</b>	<b>29,547</b>	<b>28,740</b>	<b>-2.7%</b>	<b>41,343</b>	<b>43,950</b>	<b>2,288.1</b>	<b>2,384.5</b>	<b>191,707</b>
7 North Mesa Expr	796	1,038	30.4%	231	243	13.9	14.4	6,894
8 North Community Expr	444	577	30.0%	83	90	5.6	6.1	4,588
9 Aspen Expr	501	735	46.7%	64	69	4.5	4.9	4,674
10 Barranca Expr	663	835	25.9%	107	116	6.7	7.2	5,778
11 White Rock Expr	417	657	57.6%	219	236	8.7	9.3	4,321
<b>Express route subtotal</b>	<b>2,821</b>	<b>3,842</b>	<b>36.2%</b>	<b>705</b>	<b>753</b>	<b>39.5</b>	<b>42.0</b>	<b>26,255</b>
12 Bandelier	20,189	19,875	-1.6%	14,176	14,176	553.0	553.0	78,761
Dial-a-Ride	119	112	-5.9%	733	752	46.0	47.0	775
ACT Assist	510	464	-9.0%	4,507	3,535	224.0	193.0	3,434
Special Services	189	204	7.9%	1,175	1,270	45.0	58.0	1,971
<b>System total</b>	<b>53,375</b>	<b>53,237</b>	<b>-0.3%</b>	<b>62,638</b>	<b>64,436</b>	<b>3,196</b>	<b>3,277</b>	<b>302,903</b>



■ 2017 ■ 2018

**Total Passenger Trips to Date: 5,049,501**



From: Mark Peters <mvp546@q.com>

Sent: Sunday, September 23, 2018 8:49 PM

Subject: A very big thank you for the help with the AOPA fly-in Secret City Tour

The AOPA Fly-in went off like a well-oiled machine, everything went like clock-work more or less.

A VERY BIG THANK YOU goes out to committees on the Los Alamos County side and local aviator enthusiasts for putting this together.

The marshaling of the arriving aircraft went off without a hitch. At 0730 everyone received their final tasking & safety briefing from the AirBoss, Will Fox, and then the first of 10-aircraft started showing up by 0820 (of course fashionably late). The aircraft arrived at a nice steady pace which gave the cadets who did all the marshaling adequate time to marshal the aircraft to a predetermined tie down position. They then assisted the aircraft owners to secure each of their very special babies. Then the cadets would reset and do it again until the last one landed at 0930.

Los Alamos Composite Squadron members and parents please give a very BIG THANK YOU to:

Cadets,

2Lt. Silas Morgan,

2Lt. Jack Stafford,

SSgt Gavin Robles.

Seniors,

2Lt, Robert Miller,

2Lt, Keith Morgan,

Special thanks to AirBoss, Will Fox

Operation Chief, Lloyd Hunt

Jon Bulthuis who filled in for Cameron Humphres, LAM's airport manager.

Kerry Habiger for bringing out the AOPA 1966 V35 Beechcraft Bonanza which local pilot Norman Elliott won back in January of 2002.

All these folks took personal time out of their busy schedules (some even got out of school to help out, mums the word)

but by donating their time it made this event a safe and functional event.

On a personal note, it is always a joy to work with our local squadron members and our local aviation enthusiasts.


Job well done.

Enjoy the pictures.

Maj. Mark V Peters



Traffic and Streets crew assisted in the Tour de Los Alamos Bicycle Race September 23<sup>rd</sup>. The organizer of the event, Cyndi Wells, gave Kudos to everyone who assisted:



**Cyndi Wells** shared a post to the group: KEEP IT LOCAL- Los Alamos.  
2 hrs · 📍

And, thank you to the community for helping keep the racers safe with some careful driving out there. I know that the race can cause a few minutes delay in travel. We had racers from TX, other places in NM, and CO. They were impressed with our driver courtesy and loved the race. 😊

THANKYOU

**Tour de Los Alamos Bicycle Race**  
4 hrs · 📍

👍 Like Page


Thank you to everyone for a great day of racing! Thank you to the racers for coming out and their hard work. This isn't an easy course, for sure. We had \*over 40\* volunteers. Thank you, Volunteers, for making sure the race went smoothly. We were floored by the superb support of the Los Alamos Police Department. Thank you to Commander Morris for coordinating LAPD's effort. Los Alamos National Laboratory also played a large part in ensuring a smooth day of racing; thank you to Security, Traffic, Emergency Operations, and the Community Programs Office. We appreciate Gravity Worx coming out and providing (free) bike tech support. Los Alamos Fire Brigade provided excellent medical support and swept the course for us, too. It was a beautiful day to be on the Bathtub Row Brewing Co-op patio; thanks for letting us use it. And, thank you to Pasta Paradiso for catering for us outside of their normal hours. The food was fantastic. Thanks again to everyone for making it a great day of racing. Results will be posted to the website soon, along with the Volunteer Appreciation and Racer Awards Ceremony photos. We hope to see you all back next year. #lovelosalamos

👍 17

💬 1 Comment

👍 Like

💬 Comment



**Cyndi Wells** I should also give Darby Martinez at the County a shout out for her help in figuring out who to try to contact re: road construction and for other issues. She went above and beyond getting the LA County Traffic Permit into the system. She was very professional in her interactions.