
GROUNDS SERVICE LEVEL STANDARDS

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GROUNDS SERVICE LEVELS

Grounds is responsible for managing the physical assets and natural resources of the campus in a cost effective and efficient manner, to ensure that the exterior environment is aesthetically pleasing, safe, and accessible during inclement weather for students, staff, faculty, and guests.

Grounds' core businesses include Maintenance and Repair (snow removal, herbaceous & woody plant care, turf care, irrigation, roads, sidewalks/pathways and parking lots); Design & Implementation (irrigation design & installation); Campus Cleanliness (outdoor waste collection, hard surface cleaning, graffiti removal); & Other Services (Commemorative Planting Program, Landscape Infrastructure, Outdoor Space Use Coordination, Landscape Material Recovery).

HOURS OF OPERATION

Monday–Friday from 6:00 am–2:30 pm

Seasonal demand during the winter session may require shift alterations

GROUNDS STANDARD OPERATING PROCEDURES

Buildings, Grounds, and Environmental Service (BGES), a division within F&O, welcomes you to UAlberta! Our mission is to provide a clean, healthy, safe, comfortable, and aesthetically pleasing physical environment for students, staff, and visitors to the University's four main campuses and other properties maintained by BGES. We do this in the most effective and efficient manner to support the University's academic and research missions.

Grounds staff must be aware of noise bylaws around residences

Monday to Saturday prior to 7.00am and Sunday – prior to 8.00am

Two way radios are used to keep in contact with the supervisor, maintenance desk, and co-workers.

Pruning of elm trees can only be done from November 1 to March 31 in any calendar year.

WINTER

Snow and ice removal priorities

- All roadways, fire lanes, sidewalks cleared of snow and ice as required
- Sand/ice-melt applied as needed
- Accessibility: Curb cut ramps and doorways; sand and ice melt as needed
- High traffic doorways and stairwells; sand and ice melt as needed
- Remaining doorways, loading docks; sand and ice melt as needed

Other duties

- Litter collection
- Emptying garbage cans
- Keeping doorways clear of winter sand and melted snow caused by foot traffic
- Opening and closing fire bollard gates for sand truck and skid steer access
- Ashtray cleaning
- Pruning/removals
- Equipment maintenance

SPRING

- General landscape construction as requested or required
- Annual spring cleanup of winter sand
- Sand is blown off all turf areas onto sidewalks or roadways for pickup by street-sweepers, skid-steer sweepers, or front-end loader pickup brooms
- All hard surfaces are cleaned of winter debris by equipment stated above
- Planting of flowers (annuals); plant annuals in various planters and beds on campuses yearly
- Removal and cleaning of garbage can liners
- Turf fertilization
- Weed spraying (environmentally approved products)

- Spreading of mulch in shrub beds
- Pruning of shrubs and trees
- Ashtray cleaning
- Litter collection and garbage can emptying in the area
- Daily check of all entrances and stairwells for removal of sand and debris
- Removal of leaves and debris from shrub beds
- Weeding of flower planters, shrub beds, and flower beds as required
- Turf repair due to winter damage
- Turf aeration and top dressing as required
- Grass cutting
- Grass trimming
- Spring irrigation start up and repairs
- Occasional graffiti and sticker removal
- Equipment maintenance

SUMMER

- General landscape construction as requested or required
- Irrigation maintenance as required
- Irrigation of planters and beds using large and small water trucks
- Daily litter pick up and garbage can emptying
- Daily check of all doorways and stairwells for dirt and debris removal
- Grass cutting and trimming as needed
- Turf aeration as required
- Turf fertilizing as required
- Weeding shrub and flower beds, planters as needed
- Weed spraying as needed (environmentally approved products)
- Spreading of mulch

- Graffiti and sticker removal
- Ashtray cleaning
- Pruning
- Equipment maintenance

FALL

- General landscape construction as requested or required
- Irrigation maintenance and shut down
- Irrigation with large and small water trucks
- Daily litter pick up and garbage can emptying
- Daily check of all doorways and stairwells for leaf, dirt and debris removal
- Turf aeration as required
- Turf fertilizing as required
- Grass cutting and trimming as needed
- Weeding shrub and flower beds, planters as needed
- Leaf removal and pickup from all soft and hard landscaping
- Weed spraying as needed (environmentally approved products)
- Spreading of mulch
- Graffiti and sticker removal
- Pruning (elms November 1–March 31)
- Ashtray cleaning
- Removal of dead annual flower material from planters and beds and dead perennial material from beds in late fall after frost has enabled further growth

GROUNDS STANDARDS

The Grounds program standards are identified and compared against APPA levels

LEVELS OF ATTENTION							
	APPA level 1	APPA level 2	APPA level 3	APPA level 4	APPA level 5	APPA level 6	Current level
Turf care							
Mow	every 5 days	every 5 days	every 10 days	based on species may not be mowed	based on species may not be mowed	not mowed	2.8
Aeration	4 times a year	2 times a year	turf quality Indicated on each map	none	none	none	3.5
Reseeding	as needed	bare spots present	major bare spots appear	none	none	none	3.5
Sodding	as needed	bare spots present	major bare spots appear	none	none	none	5 (capital project requests)
Weed control	to 1% surface	to 5% surface	to 15% surface	limited to legal requirements	limited to legal requirements	only if legal requirements demand	6
Fertilizer							
Level of care	species optimum requirements	healthy & growing	when turf vigor is low	not fertilized	not fertilized	not fertilized	3.5
Rates	ensure supply of nutrients	lowest recommended	1/2 recommended	not fertilized	not fertilized	not fertilized	3
Times	ensure supply of nutrients	ensure even supply	once a year	not fertilized	not fertilized	not fertilized	3.5
Seasonal charts	modify for seasons	over entire year	low level application	not fertilized	not fertilized	not fertilized	3
Irrigation							
Controlled	automated sprinkler	automated sprinkler	demand & portable	no irrigation	no irrigation	no irrigation	2.7 (adding automation dependent on funding)
Staffing	adequate	adequate	minimal	no irrigation	no irrigation	no irrigation	3

Frequency	as plant material demands	as plant material demands	2 to 3 times a week	no irrigation	no irrigation	no irrigation	3
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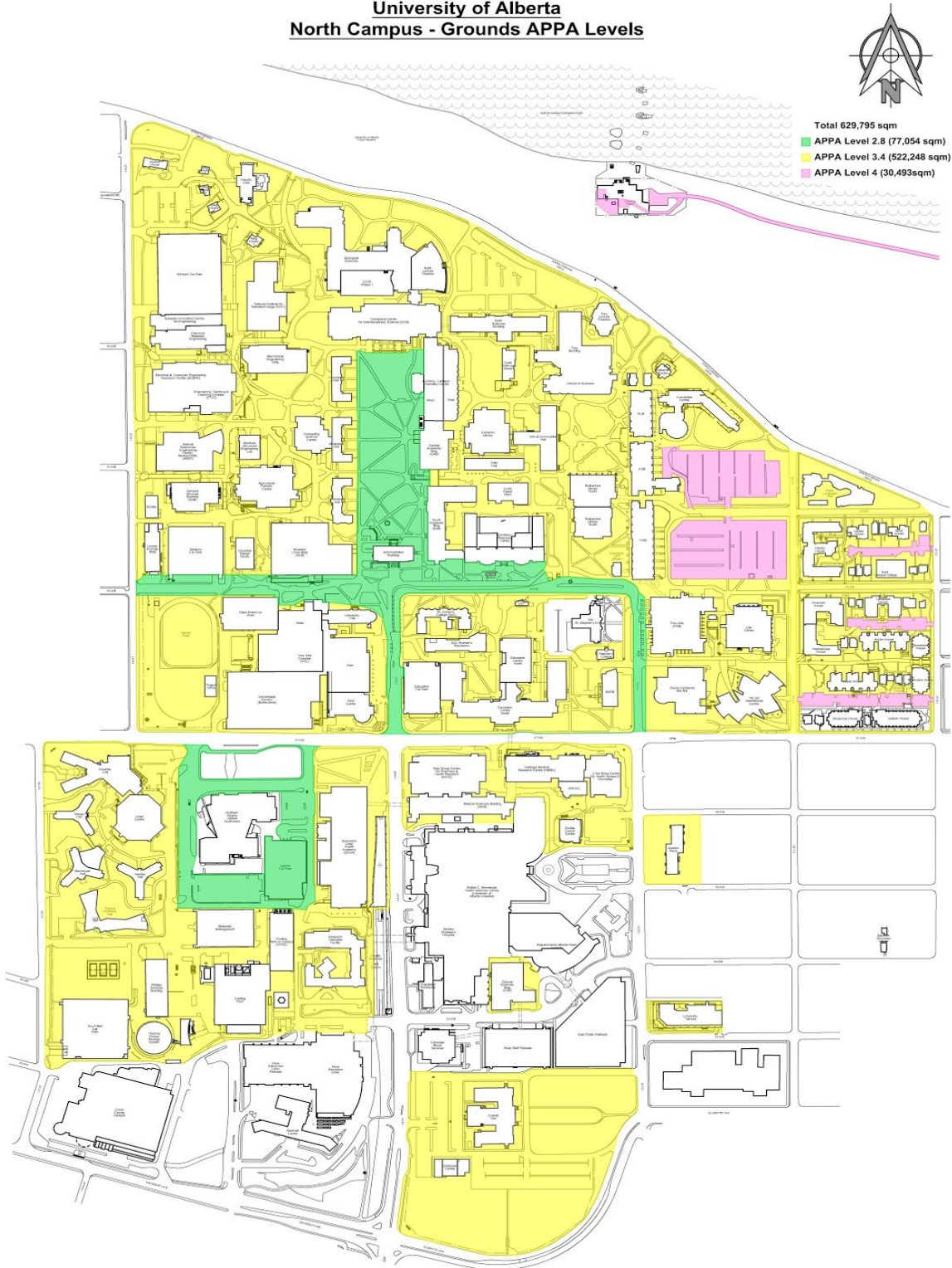
LEVELS OF ATTENTION							
	APPA level 1	APPA level 2	APPA level 3	APPA level 4	APPA level 5	APPA level 6	Current level
Litter control							
Frequency	daily 7 days a week	daily 5 days a week	2 to 3 times a week	once per week	on demand/ complaint	on demand /complaint	3.5 (dependent on demand and weather conditions)
Receptacles	plentiful	depending on traffic	depending on traffic	sparse	sparse	sparse	3
Pruning							
Frequency	as species requires	once per season	once every 2 to 3 years	no regular trimming	safety reasons only	safety reasons only	3.5
Design concepts	as species requires	some sculpting	health or reasonable appearance	safety or damage	safety reasons only	safety reasons only	4
Grow characteristics	as species requires	as species requires	health or reasonable appearance	safety or damage	safety reasons only	safety reasons only	3.5
Disease and insect control							
Objective	avoid public awareness of problem	not bothersome to public	when an issue with public	when public comfort is an issue	when public is threatened	when public is threatened	4
Corrective schedule	immediately	when damage is noticeable	when health or survival of plant is threatened or to address epidemics	only to address epidemic or public safety	only to address epidemic or public safety	only to address epidemics or public safety	4
Snow removal							
Frequency	same day	clear by noon the following day	based on local law requirements	based on local law requirements	based on local law requirements	based on local law requirements	2.7
Accumulation	0.5" of accumulation	yes	cleared following day	cleared following day	cleared following day	cleared following day	2.8

Surface cover	clean by noon next day	clean by noon next day	may not be cleared at all	may not be cleared at all	may not be cleared at all	may not be cleared at all	2.8
Gravel	to reduce danger of injury	to reduce ice accumulation	no	no	no	no	1 (pedestrian areas)

LEVELS OF ATTENTION							
	APPA level 1	APPA level 2	APPA level 3	APPA level 4	APPA level 5	APPA level 6	Current level
Snow melt	to reduce danger of injury	to reduce ice accumulation	no	no	no	no	2 (pedestrian areas, entrances, handicap areas)
Surfaces							
Frequency of sweep, clean, wash	based on looks and safety	when appearance has noticeably deteriorated	when safety or function is in question	when safety or function is in question	when safety or function is in question	when safety or function is in question	4
Repairs							
	performed immediately to elements of design	when safety, function, or appearance is in question	when safety or function is in question	when safety or function is in question	when safety or function is in question	when safety or function is in question	4.5 (requires additional funding)
Inspections							
	daily	regular working days	once per week	once per month	once per month	once per month	3.4
Floral Plantings							
	seasonal blooms schedule, min. once/week care cycle	no more than 2 seasonal blooms schedule, once/week care cycle	only perennials or flowering trees/shrubs	may have wildflowers	none	none	3.5 (funding dependent)

North Campus - Grounds APPA Levels

University of Alberta North Campus - Grounds APPA Levels

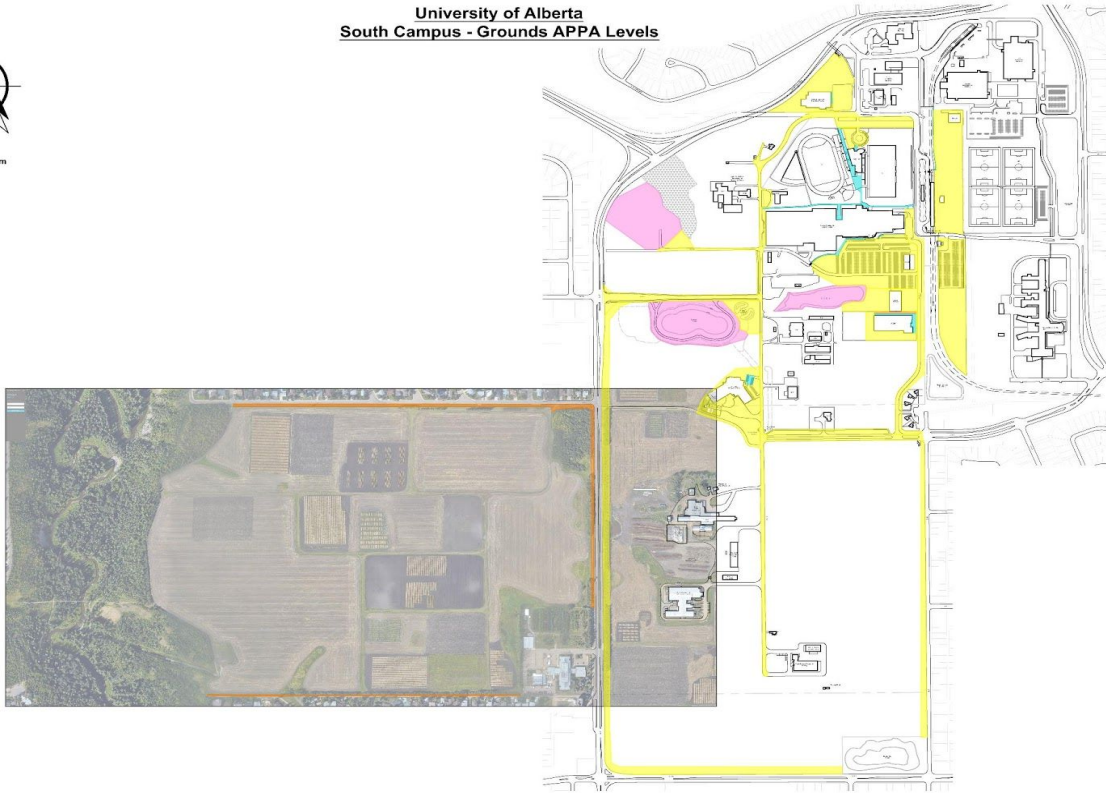


South Campus - Grounds APPA Levels



- Total 309,158 sqm
- APPA Level 3 (6,759 sqm)
- APPA Level 3.4 (230,152 sqm)
- APPA Level 3 (13,913 sqm) including west farm
- APPA Level 4 (58,334 sqm)

University of Alberta
South Campus - Grounds APPA Levels



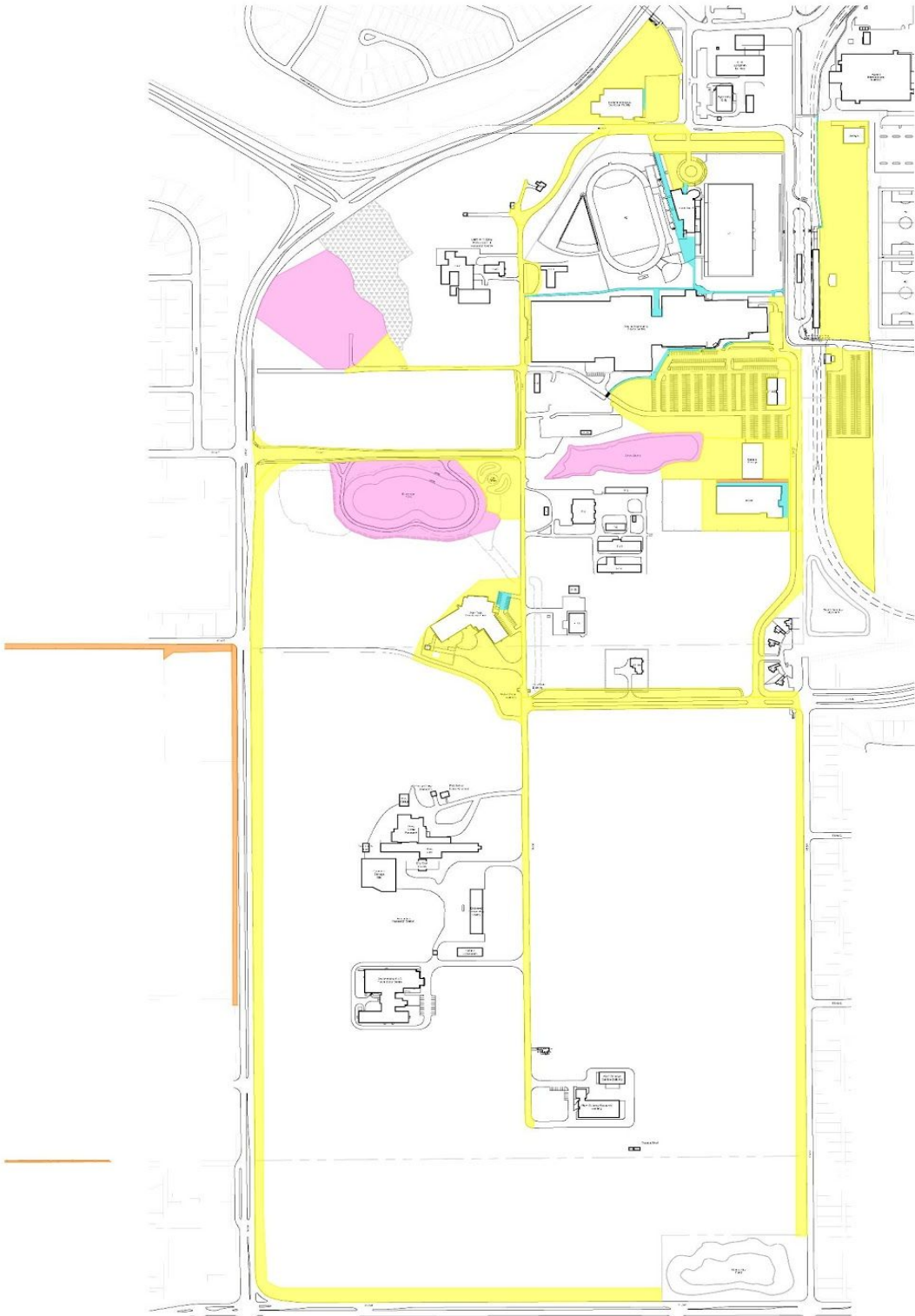
South Campus - West Farm - Grounds APPA Levels

University of Alberta
South Campus - West Farm - Grounds APPA Levels



South Campus - Excluding West Farm - Grounds APPA Levels

University of Alberta South Campus - Excluding West Farm - Grounds APPA Levels



- Total 309,158 sqm
- APP A Level 3 (6,759 sqm)
- APP A Level 3.4 (230,152 sqm)
- APP A Level 3 (13,913 sqm) Including west farm
- APP A Level 4 (58,334 sqm)

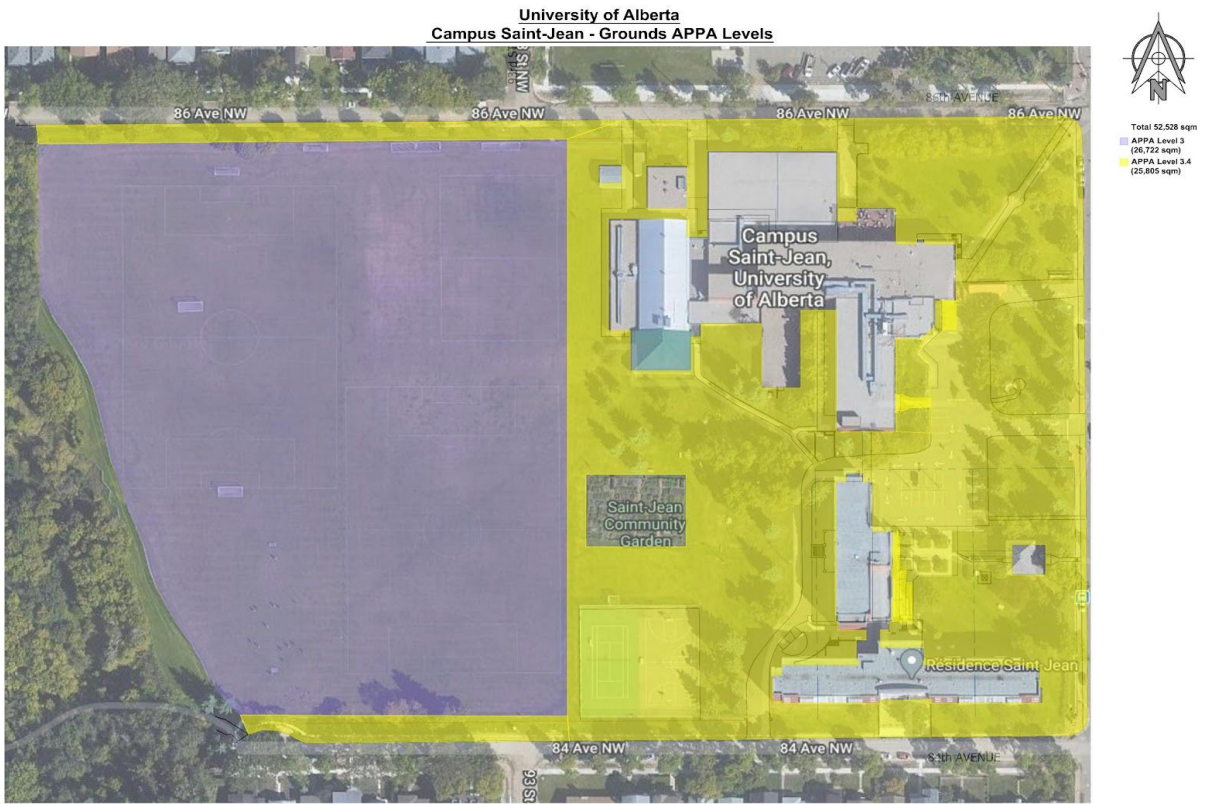
Augustana Campus - Grounds APPA Levels

University of Alberta Augustana Campus - Grounds APPA Levels



- Total 132,265 sqm
- Level 1.4 (35,020 sqm)
- Roads / Lanes / Sidewalks / Parking Lots (Snow Removal)
- Level 2.5 (9,049 sqm)
- Athletics Fields
- Level 3 (62,415 sqm)
- Standard Grounds
- Shrub/Feature Beds
- Level 4.5 (16,457 sqm)
- Rock Beds
- Natural Areas
- Level 4.7 (9,324 sqm)
- Gravel Parking Lot

Campus Saint-Jean - Grounds APPA Levels



Michener Park - Grounds APPA Levels

University of Alberta
Michener Park - Grounds APPA Levels



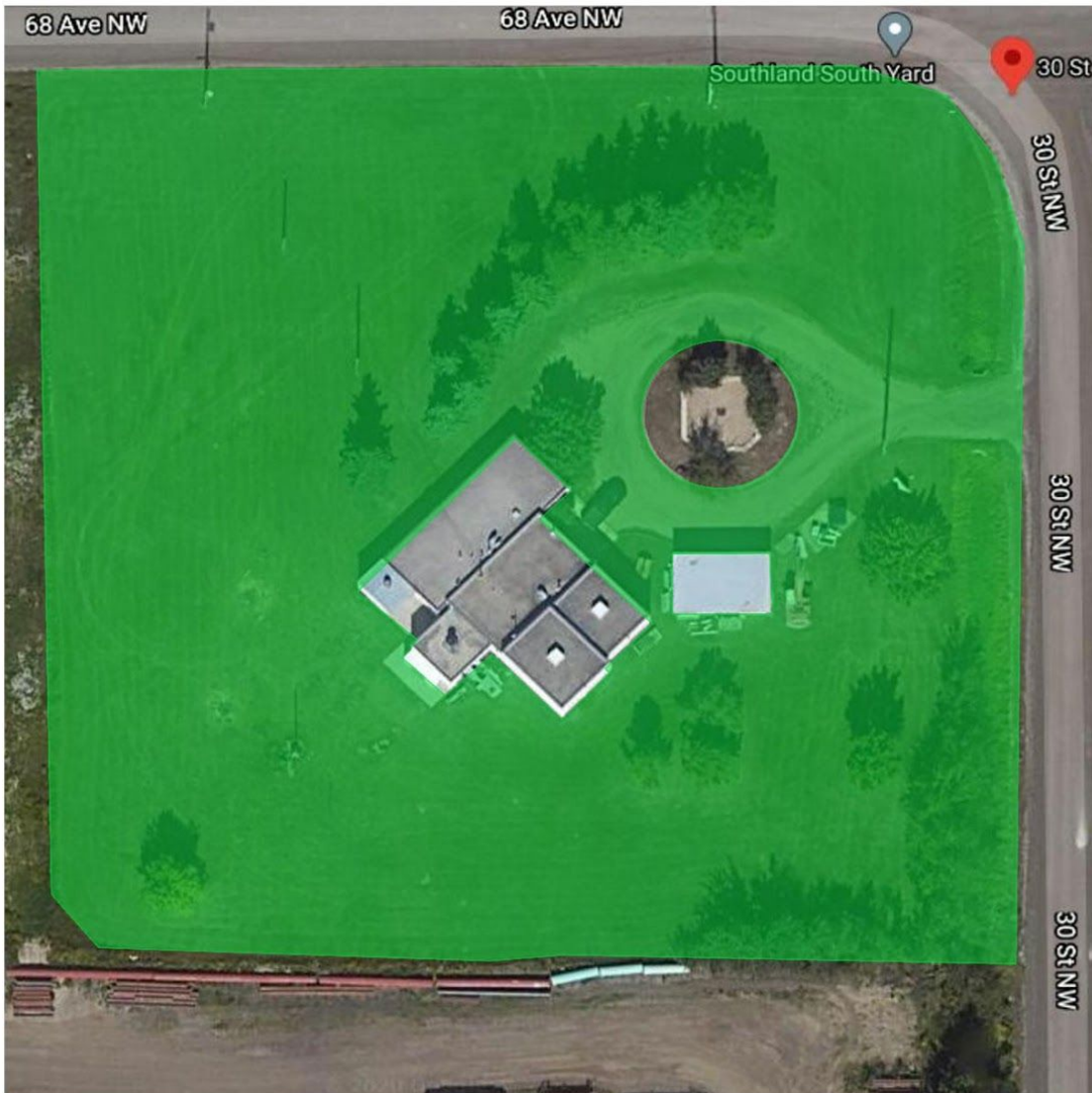
APPA Level 3.2 (30,774 sqm)

Acoustic Lab - Grounds APPA Levels

University of Alberta Acoustic Lab - Grounds APPA Levels



■ APPA Level 2 (9,466 sqm)



Soaring House - Grounds APPA Levels

University of Alberta Soaring House - Grounds APPA Levels



■ APPA Level 4 (14,209 sqm)



President's Residence - Grounds APPA Levels

University of Alberta Presidents Residence - Grounds APPA Levels



■ APPA Level 2.4 (524 sqm)

