## MAINTENANCE PLANNING GUIDELINES

2/2014

ACTIVITY: Drainage (R316)

MAJOR & MINOR

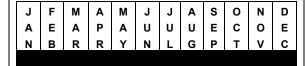
ACTION: Clean & Reshape Ditches

A. Earth Ditches

**DEFINITION:** The time and expenses incurred for the installation, repair and maintenance of roadway drainage ditches, structures, and all slide repairs. This includes installing and maintaining pavement drainage systems.

**PURPOSE:** To keep the roadbed dry and maintain stability and proper drainage while keeping culvert pipes open.

**SCHEDULING:** As needed.



## **RECOMMENDED EQUIPMENT:**

- Motor Grader
- Loader
- Backhoe, Excavator, or Dragline
- Dump Trucks
- Broadcast Spreader
- Eye Level &/or Transit
- Traffic Control Equipment; (See EPG 616.23 Traffic Control for Field Operations)

## RECOMMENDED MATERIAL:

- Seed
- Mulch
- Silt Fence, Straw Bales, Rock (for Berms), Triangular Silt Dyke, Coir Fiber Logs
- Sod
- Erosion Control Blankets

## **RECOMMENDED PROCEDURE:**

- 1. Contact Dig Rite and others to mark utilities.
- 2. Place traffic control devices as needed.
- 3. Shape ditch and remove material as needed.
- 4. Clean loose material from roadway.
- 5. Set up erosion control as necessary.
- 6. Seed and mulch as necessary.
- 7. Remove traffic control devices.

**SAFETY:** Refer to the *Comprehensive Safety Program sharepoint portal*. Wear all appropriate PPE. Refer to the Risk Based Assessment for additional information.

**OTHER CONSIDERATIONS:** When excavating in lawn areas, adjacent property owners should be contacted prior to beginning work, if possible, to explain intent of operation.

**REFERENCES:** Missouri Standard Specifications for Highway Construction Sections 802, 803, 805, 806. Missouri Standard Plans, 806.10.