



University of Massachusetts Amherst

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IMPORTANT NOTICE TO ALL VENDORS

The University has implemented a policy for the development of "Pedestrian Only" Walkways in order to enhance the safety and appearance of the campus. This policy involves limited access to the buildings in the areas of the Campus designated as "Pedestrian Only" Walkways. This restriction applies to all vehicles, including delivery vehicles.

As part of the policy the University has designated certain areas of the Campus as "Pedestrian Only" - this means vehicle access will be prohibited from these areas. In order to insure that vendors that need access to the buildings along these pedestrian only walkways have adequate access to the buildings for deliveries a master plan was developed to coordinate these needs.

On the reverse side of this letter is a plot plan of the 3 areas of the campus that are designated as pedestrian only walkways. These areas are shaded in red. The plan also shows:

- a. where the "Pedestrian Only" signs are posted. Here's a sample sign:



- b. where the delivery entrance to each building is located. The delivery entrance is shown with a green arrow similar to this: ►.
- c. where the delivery access roads to each building are. These are shown with green lines with arrows at each end that look like this:



If there are special circumstances that will require you to go into a "Pedestrian Only" walkway area you must contact the Physical Plant Service Desk at 545-6402 to apply for a special one time permit.

Note: This new policy starts April 6, 2008 and will be enforced by the University Police Department. The Police Department will issue citations for violations of this policy against the driver of the vehicle. This may affect the individual's insurance rating.

If you have any questions on this policy please contact this office.

Sincerely,

John O. Martin
Director of Procurement