

ESF COORDINATOR:

Polk County Emergency Management

PRIMARY AGENCIES:

Polk County Public Works

Local jurisdiction Public Works Departments

Des Moines Water Works

Des Moines Water Reclamation Authority

SUPPORT AGENCIES:

Iowa Department of Transportation

Iowa Department of Corrections

Iowa Department of Natural Resources

U.S. Army Corps of Engineers

Iowa National Guard

Iowa Air National Guard

I. Purpose

The purpose of this annex is to establish policies on how Public Works and Engineering support will be provided to support comprehensive emergency planning through all phases, including mitigation, preparedness, response and recovery.

II. Scope

- A. The Polk County Hazard Analysis and Risk Assessment identifies numerous hazards that could cause this functional annex to be implemented within Polk County.
- B. ESF #3 is structured to provide public works and engineering-related support for the changing requirements of domestic incident management before, during and after an incident.

III. Assumptions and Planning Factors

- A. The timely and coordinated deployment of Public Works and Engineering resources will have a direct impact on the community's ability to prepare for, respond to and recover from a disaster
- B. Regardless of cause, size, or complexity, Polk County and its communities will utilize the processes, protocols, and procedures established through the National Incident Management System (NIMS). NIMS standardizes incident management for all hazards across all levels of government through the use of the Incident Command System (ICS).
- C. This annex will be continually in-force and will expand or contract based on level of coordinated support necessary.
- D. Disasters may damage, delay, and/or overwhelm public works resources and systems usually readily available to respond.
- E. Mutual aid and outside resource support will be available to assist the primary and support agencies during most natural or human-caused disasters.

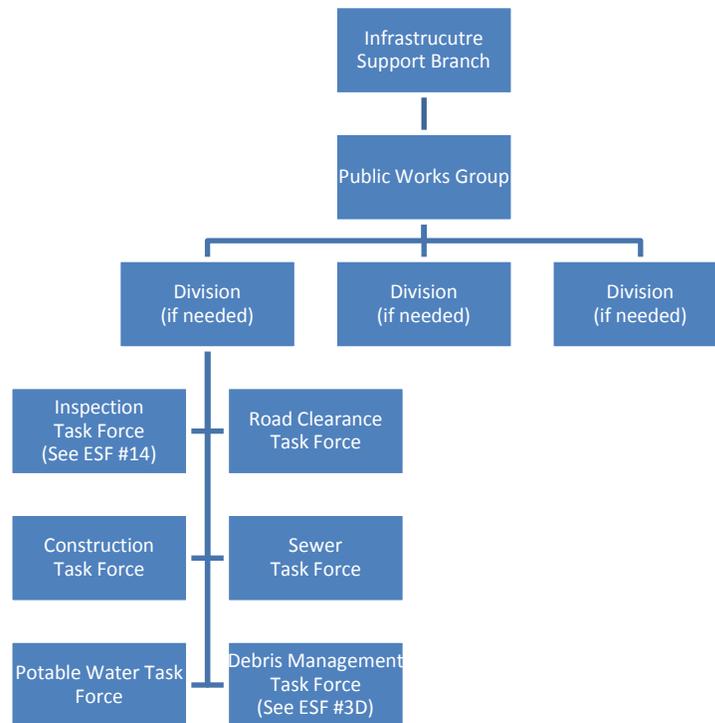
- F. Prioritization of public works and engineering support and resources will be assigned based on the specific requirements of each incident

IV. Concept of Operations

- A. Jurisdictional Public Works departments will coordinate public works activities within their jurisdiction according to specific operational procedures outlined in existing departmental plans.
- B. The Polk County Public Works Department is responsible for coordinating public works activities and resources in the unincorporated areas of the county. In the incorporated areas, the cities are responsible for this coordination, with the mutual aid support provided through existing agreements when needed.
- C. Some disasters will require the coordination of county-wide public works resources, implementation of mutual aid, utilization of private resources, and/or assistance from the state and/or federal government.

V. Organization

- A. Public Works & Engineering activities are directed by the Public Works & Engineering Group Supervisor
- B. The Public Works & Engineering Group reports directly to the Infrastructure Support Branch Director
- C. Infrastructure Support Branch is under the Operations Section
- D. If multiple public works operations are being undertaken, they will be designated Divisions with Division Supervisors reporting to the Public Works & Engineering Group Supervisor



VI. Responsibilities

A. Public Works & Engineering Group Supervisor

Activities:

Execute emergency support for life-saving and life-sustaining services

Tasks:

- Participate in pre-incident activities, such as the positioning of assessment teams and contractors, deploying advance support elements
- Implement structural and nonstructural mitigation measures, including deployment of protective measures, to minimize adverse effects or fully protect resources prior to an incident
- Accomplish both inter- and intra- mutual aid agreements as needed
- Estimate needs to determine short falls in resources
- Appraise resource members of existing inventories and advise if major changes occur
- During increased readiness or warning periods, alert all operational departments and put personnel on standby status
- Assemble key departmental personnel
- Determine potential magnitude, severity, and anticipated duration of hazard situation
- Advise resource members of anticipated needs and support required
- Assist in development of general resolution to permit access for emergency stream bank/dike repair
- Develop limited use policies for submission to local officials in the event needs exceed utility capabilities
- Provide resources to assist with the transportation of equipment and supplies

- Execute emergency contracting support for life-saving and life-sustaining services to include providing potable water
- Coordinate with private sector entities to obtain resources and services to support Public Works & Engineering operations
- Coordinate with ESF #12 Energy providers and other utilities on an ongoing basis

B. Inspection Task Force

The Inspection Task Force participates in the multi-disciplinary damage assessment team. See ESF #14 Mitigation and Long-Term Recovery for greater detail. This complete damage assessment provides situational awareness and information that drives the activities of the Construction Task Force, Potable Water Task Force, Sewer Task Force, Debris Management teams, the Re-entry Task Force (ESF #9) and Energy (ESF #12).

Activities:

Perform rapid damage assessment of the damage area

Tasks:

- Inspection of buildings and structures following a disaster and, if necessary, condemning them and insuring destruction in a timely manner (see ESF #14 Mitigation & Recovery).
- Inspect roads, bridges and approaches to bridges to ensure they are safe for use after a disaster.
- Ensure egress routes are maintained in optimum condition
- Conduct pre-incident and post-incident assessments of potable water, wastewater sewer, storm sewer and other public works infrastructure
- Conduct pre-incident and post-incident assessments of levees and dams
- Provide emergency repair of damaged public infrastructure and critical facilities
- Coordinate with railroad companies to ensure rail infrastructure safety

C. Road Clearance Task Force

Activities:

Provide clearance, removal, and/or disposal of items such as trees, sand, gravel, building components, wreckage, vehicles, and personal property from public right-of-way and road surfaces

Tasks:

- Coordinate with ESF #1 Transportation on road closures, detours and re-opening of roads
- Restore traffic routes; provide priority service to roads and streets designated as primary evacuation routes (see ESF #9 Search and Rescue)
- Removal of debris from public roadways, railroads, airstrips, etc., critical for emergency vehicles or repair crews, passenger travel, and commercial vehicles. Debris removal from streets should follow established plans for snow removal with major arterials being restored first, followed by collector road, local streets and secondary roads (see Debris Removal Plan).
- Handling of problems arising from the generation, accumulation, and disposal of debris following a disaster (see Debris Removal Plan).

- If weather conditions dictate, early implementation of existing snow removal plans will be accomplished. Planning for snow removal will include provisions to expand snow removal activity to facilitate movement of vehicles supporting emergency operations on streets not normally included in the plan.
- Clear floating debris which is obstructing free water flow at structures crossing a waterway

D. Construction Task Force

Activities:

Coordinate the repair and restoration of critical facilities

Tasks:

- Make emergency repairs and restore vital utility services
- Replace damaged or destroyed utilities equipment
- Make emergency repairs on streets, bridges, viaducts, and other structures with first priority on evacuation routes
- Provide sandbagging activity, emergency dike/levee repair, construction of temporary dikes/levees
- Emergency demolition of structures designated as immediate hazards to public health and safety (for chemical, biological, and radiological incidents demolition is coordinated with ESF #10, Hazardous Materials)
- Provide coordination and technical assistance to effect the rapid recovery and reconstruction of waterways and channels (includes vessel removal, marine debris removal, dredging, etc)
- Emergency contracting
- Construction management
- Procurement of construction material and equipment
- Providing technical assistance to include engineering expertise, construction management, and contracting
- Provide technical assistance in the stabilization of unsafe structures and heavy equipment to support Urban Search and Rescue operations (see ESF #9 Search and Rescue)
- Any immediate rehabilitation of infrastructure should be coordinated with ESF #12 to make sure gas and electricity is delivered at the right time

E. Sewer Task Force

Activities:

Restore storm water and wastewater capabilities following a disaster

Tasks:

- Determine current status of potable water infrastructure
- Restore interrupted service according to priority
- Monitor utility usage and assess capabilities
- Recommend establishment of reduced service areas if needed
- Conduct safety inspection prior to restoration of private dwelling service
- Replace damaged or destroyed utility service equipment
- Coordinate with the private sector for sanitation services such as portable toilets or other sanitation services for both the public and work areas

F. Potable Water Task Force

Activities:

Restore potable water capabilities following a disaster

Tasks:

- Determine current status of potable water infrastructure
- Restore interrupted service according to priority
- Monitor utility usage and assess capabilities
- Recommend establishment of reduced service areas if needed
- Conduct safety inspection prior to restoration of private dwelling service
- Replace damaged or destroyed utility service equipment
- Ensure that adequate supplies of potable water are available and identify sources of additional supplies, if needed

G. Debris Management Task Force

See Debris Management Plan (ESF #3D)

VII. Annex Development and Maintenance

A. Mandatory Review Requirements

As required by the Code of Iowa (statutes) and Iowa Administrative Code (rules and regulations), this annex will be reviewed and revised if necessary, at a minimum of every five (5) years. A draft will be presented to the Polk County Emergency Management Commission for their approval and adoption.

B. Voluntary Review Expectations

The Polk County Emergency Management Commission will attempt to evaluate this annex continuously and revise annually based on input and feedback from primary and support agencies, as well as after-action reporting as recommended by corrective action plans. A draft will be presented to the Polk County Emergency Management Commission for their approval and adoption.

C. Plan Distribution

This annex and any subsequent revisions of this annex will be distributed to the primary and alternate Commission Members representing Polk County and all city governments within the county. The annex will also be shared with the specific primary and support agencies named at the beginning of this annex.