



ESF 3: PUBLIC WORKS & ENGINEERING

Emergency Support Function #3 – Public Works and Engineering describes local, state and federal plans, guidelines and capabilities for conducting public works and engineering operations, as well as the regional coordination actions to be accomplished in support of these activities.

Coordinating Agencies	Public Works and Engineering Departments Emergency Management Agencies (EMAs)
Cooperating Agencies	Law Enforcement Agencies Fire Departments Emergency Medical Services (EMS) Agencies Parks and Recreation Departments All Other Local Government Agencies Assigned Public Works and Engineering Primary and Support Responsibilities in local Emergency Operations Plans (EOPs) Mid-America Regional Council (MARC)
Non-governmental Organizations	Volunteer and Community Organizations Plan Bulldozer Participants and Other Private Sector Associations and Organizations



State and Federal Agencies

Missouri Department of Public Safety (DPS), Missouri National Guard
Missouri DPS, State Emergency Management Agency (SEMA)
Missouri Department of Transportation (MODOT)
The Adjutant General's (TAG) Department, Kansas National Guard
TAG Department, Kansas Division of Emergency Management (KDEM)
Kansas Department of Transportation (KDOT)
Department of Defense (DOD), U.S. Army Corps of Engineers (USACE)
Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA)
Other State and Federal Agencies Assigned Public Works and Engineering Responsibilities in State and Federal Emergency Plans

Agency roles are described in Section VI – Organization & Assignment of Responsibilities



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COMPLIANCE NOTE: *Comprehensive Preparedness Guide (CPG) 101, version 2, November 2010 indicates the following for all "support annexes" and documents: "for consistency, the recommended structure for all annexes is the same as that of the basic plan." (page 3-15 of CPG-101 vs. 2). In order to eliminate unnecessary redundancy, the ESFs include only those sections that have direct application and relevance to each respective support function. Sections that are not included in each of the ESFs (e.g. Introductory Materials; Admin, Finance, and Logistics; and Plan Development and Maintenance) are addressed in the Base Guide section of the Regional Coordination Guide.*

I. PURPOSE

General Purpose

1. The goal of all regional coordination activities conducted in the Kansas City region is to promote a coordinated approach to accomplishing emergency management activities and help to ensure all jurisdictions have the ability to accomplish the following:
 - a. Exchange and/or Clarify Information
 - b. Develop and Disseminate Common Messages
 - c. Share Available Resources and Assist Impacted Jurisdictions
 - d. Develop a Regional Common Operating Picture
 - e. Participate in the Coordination of Multi-Jurisdictional Actions
2. For more information on general regional coordination activities, see the RCG Base Guide and the summary of regional coordination activities included as **Attachment A**.

ESF #3 – Public Works and Engineering Purpose

1. ESF #3 describes how public works and engineering support will be provided to emergency incidents through the efficient use of regionally available engineering services; technical evaluation and inspection services; and public works equipment and trained operators. ESF #3 further describes the provision of regional assistance with damage assessments and debris clearance and disposal activities.
2. For events involving public works and engineering operations, ESF #3 is intended to describe the following:
 - a. Local, state and federal public works and engineering-related plans, programs and guidelines.
 - b. Equipment, specially trained personnel and other resources available to assist with public works and engineering operations.
 - c. Specific regional coordination activities to be considered or accomplished during public works and engineering-related emergency incidents.
3. Depending on the incident, there are several other functions and capabilities related to public works and engineering activities – these items are included throughout the RCG in the appropriate ESFs. For example, support from Plan Bulldozer for search and rescue activities is addressed in ESF #9 – Search and Rescue and use of the **Asset Protection and Response System (APRS)** and Critical Infrastructure and Key Resources (CIKR) are addressed in Special Incident Annex #2 – Terrorism Incidents.

Public works operations are frequently conducted in support of, or in conjunction with, other emergency functions such as Search and Rescue (ESF #9).

II. SCOPE

The activities described in ESF #3 addresses local, state and federal plans, guidelines and capabilities for conducting public works and engineering operations, as well as the regional coordination actions to be accomplished in support of these activities.

1. ESF #3 – Public Works and Engineering is one component of the RCG, which consists of a Base Guide and fifteen (15) ESFs developed for use by all of the jurisdictions, agencies and organizations in the nine (9) county, bi-state metropolitan region as described in the RCG Base Guide. To the extent possible, information contained in the RCG Base Guide and other ESFs will be referenced and not repeated in ESF #3.
2. ESF #3 is intended to support, but never supersede, the functional annexes of local Emergency Operations Plans (EOPs), and other plans and protocols maintained by public and private agencies and organizations involved in the execution of ESF #3-related activities.
3. ESF #3 supports the operational plans and procedures maintained by local, state and federal agencies with ESF #3 roles and responsibilities. ESF #3 is intended to complement these plans and discuss how to access and coordinate existing resources, not to provide operational guidance to emergency response agencies and organizations. For more information, see **Attachment A** to this ESF and the RCG Base Guide.
4. ESF #3 will address or reference, where appropriate, the following Core Capabilities and desired outcomes associated with ESF #3 related activities. It incorporates the region's 2012 Threat and Hazard Identification and Risk Assessment (THIRA). The THIRA, which builds off the 2010 Regional Capabilities Assessment, re-evaluated the region's threats, hazards, and capabilities against the Core Capabilities outlined in the National Preparedness Goals.

The Regional THIRA expands on existing local and multi-state Hazard Identification and Risk Assessments (HIRAs) and other risk methodologies by broadening the factors considered in the process, incorporating the whole community throughout the entire process and by accounting for important community-specific factors. Copies of both the 2010 Regional Capabilities Assessment Report and THIRA may be obtained from MARC.

Table 1: ESF 3 Core Capabilities

CORE CAPABILITY	ESF #3 – PUBLIC WORKS AND ENGINEERING	OTHER REGIONAL PLANS AND ESFs
<p>Infrastructure Systems</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within 24 hours, local jurisdictions develop and implement stop gap measures to decrease disaster impacts to critical infrastructure, systems and services and begin priority restoration for emergency response, life-sustainment and congregate care services facilities.</i></p>	<ul style="list-style-type: none"> • Prepares for potential public works and engineering requirements. Activities include providing public information, contributing to situational awareness, establishing response teams, leveraging technological tools, training and exercising with partners, establishing private sector contracts and agreements, and coordinating with volunteer organizations and other nongovernmental partners. • Coordinates pre-incident and post-incident assessments of public works and infrastructure. • Emergency contract support for life-saving and life-sustaining services. • Coordinates emergency repair of damaged public infrastructure and critical facilities. • Coordinates restoration of critical navigation, flood control, and other water infrastructure systems, including drinking water and wastewater utilities. • Coordinates assessment and emergency response support for water, wastewater treatment facilities, levees, dams, buildings, bridges and other infrastructure. • Coordinates temporary emergency power to critical facilities (e.g., hospitals, water treatment plants, shelters, fire/police stations). • Coordinates construction of temporary critical public facilities to temporarily replace destroyed or damaged following a disaster (e.g., schools, local 	<ul style="list-style-type: none"> • ESF 6 - Mass Care, Emergency Assistance, Temporary Housing, and Human Services • Regional Public Works Regional Mutual Aid Agreement



CORE CAPABILITY	ESF #3 – PUBLIC WORKS AND ENGINEERING	OTHER REGIONAL PLANS AND ESFs
	<p>government offices, fire stations, police stations, and medical facilities) in coordination with ESF #6.</p> <ul style="list-style-type: none"> • Provides regional assistance in the monitoring and stabilization of damaged structures and the demolition of structures designated as immediate hazards to public health and safety. • Coordinates structural specialist expertise to support inspection of mass care facilities and urban search and rescue operations in coordination with ESF #9. • Coordinates and/or provides technical advice in the clearance, removal, and disposal of debris from public property and the reestablishment of ground and water routes into impacted areas. For the purposes of ESF #3, the term “debris” includes general construction debris that may contain inherent building material contaminants, such as asbestos or paint. Debris may also include livestock or poultry carcasses and/or plant materials. • Provides technical assistance to include engineering expertise, construction management, contracting, real estate services, and inspection of private/commercial structures. • Coordinates engineering and construction expertise, responders, supplies, and equipment to address flooding to include providing advance measures in anticipation of imminent severe flooding. 	
<p>Critical Transportation</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within 90 minutes of an incident,</i></p>	<ul style="list-style-type: none"> • Provides coordination, response, and technical assistance to effect the rapid stabilization and reestablishment of critical waterways, channels, and ports to include vessel removal, 	<ul style="list-style-type: none"> • ESF 1 - Transportation • ESF 10 - Oil and Hazardous Materials



CORE CAPABILITY	ESF #3 – PUBLIC WORKS AND ENGINEERING	OTHER REGIONAL PLANS AND ESFs
<p><i>assess and initiate transportation response priority objectives to provide transportation (including accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment and services into affected areas by identifying transportation resources within the nine-county area prior to a disaster. Identify the need for and request resources from normal mutual aid partners, regional partners and state resources.</i></p> <p><i>Establish physical access through appropriate transportation corridors within eight hours for emergency response. Within one hour, identify the need for and request resources from normal mutual aid partners, regional partners and state resources.</i></p>	<p>significant marine debris removal, emergency dredging, and hydrographic surveys.</p> <ul style="list-style-type: none"> For incidents involving a blast or explosion associated with a chemical, biological, radiological, or nuclear (CBRN) threat agent resulting in a contaminated debris field, coordinates actions to clear critical transportation routes of CBRN-contaminated debris, during the emergency phase, in consultation with ESF #10. ESF #10 assumes leadership for management of CBRN-contaminated debris after the emergency phase is over. 	
<p>Environmental Response/Health and Safety</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within 24 hours of an incident, start to assess the incident in preparation for cleanup and recovery and request necessary resources; conduct health and safety hazard assessments and disseminate guidance and resources (including priority prophylaxis) to support environmental health and safety actions for response personnel and the affected population; and make requests from state/federal resources to begin remediation for 100 percent of impacted areas and determine long-term environmental impacts.</i></p>	<ul style="list-style-type: none"> Provide technical expertise and/or coordinate the collection, segregation, and transportation to an appropriate staging or disposal site(s) hazardous materials that are incidental to building demolition debris, such as household hazardous waste and oil and gas from small motorized equipment; removes and disposes of Freon from appliances; and removes, recycles, and disposes of electronic goods. For incidents involving a blast or explosion associated with a CBRN threat agent resulting in a contaminated debris field, ESF #3 will consult with ESF #10 	<ul style="list-style-type: none"> ESF 10 - Oil and Hazardous Materials
<p>Public and Private Services and Resources</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p>	<ul style="list-style-type: none"> Coordinates or assists local jurisdictions in emergency contracting support for infrastructure related to life-saving and life-sustaining services to include providing 	<ul style="list-style-type: none"> Regional Public Works Regional Mutual Aid Agreement



CORE CAPABILITY	ESF #3 – PUBLIC WORKS AND ENGINEERING	OTHER REGIONAL PLANS AND ESFs
<p><i>Within 24 hours, mobilize and deliver governmental, nongovernmental, and private sector resources within and outside of the affected area to save lives, sustain lives, meet basic human needs, stabilize the incident, and transition to recovery, to include moving and delivering resources and services to meet the needs of disaster survivors.</i></p>	<p>potable water, emergency power, and other emergency commodities and services.</p>	
<p>Fatality Management</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within 24 hours of fatality notifications, initiate the safe recovery, receipt, identification, decontamination, transportation, storage and disposal of large numbers of human remains to include an assessment of the need for temporary burial, procurement of public property for temporary burial and security/privacy requirements of the processing facility.</i></p>	<ul style="list-style-type: none"> • Coordinates debris to facilitate fatality recovery efforts to include establishing a system for sorting debris and recovering human remains. • Coordinate construction and engineering support for temporary morgues. 	
<p>Mass Care Services</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within 12 hours, establish, staff and equip emergency shelters for 10 percent of impacted population and their household pets.</i></p> <p><i>By D+7, move from emergency shelters to non-congregate care alternatives and provide relocation assistance or interim housing solutions for families unable to return to their pre-disaster homes.</i></p>	<ul style="list-style-type: none"> • Coordinate construction, engineering, and project management expertise and support for temporary housing and sheltering, ensuring accessibility for those with disabilities and others with access and functional needs to include management of temporary roofing support following hurricane disasters. • Coordinate inspection of mass care shelter sites to ensure suitability and accessibility of facilities to safely shelter survivors. • Coordinate construction of temporary shelter facilities, including accessible shelters, in the affected area, as required. 	<ul style="list-style-type: none"> • ESF 6 - Mass Care, Emergency Assistance, Temporary Housing, and Human Services
<p>Search and Rescue</p>	<ul style="list-style-type: none"> • Identify and coordinate specially trained and equipped structural 	<ul style="list-style-type: none"> • ESF 9 - Search and Rescue



CORE CAPABILITY	ESF #3 – PUBLIC WORKS AND ENGINEERING	OTHER REGIONAL PLANS AND ESFs
<p>2012 KC THIRA Desired Outcomes, as applicable:</p> <p><i>Within 30 minutes, initiate systematic search and rescue operations to locate and rescue persons in distress.</i></p>	<p>engineers to augment regional Search and Rescue teams, during structural collapse incidents and other disaster response missions.</p> <ul style="list-style-type: none"> As required, coordinate debris removal equipment and expertise to support search and rescue operations. 	

III. SITUATION OVERVIEW

A. Hazards and Risks

- a. Both Missouri and Kansas are subject to a wide-range of hazards potentially resulting in the need for public works and engineering support operations. The region has numerous highways, bridges and large structures potentially at risk from a variety of both natural and human-caused emergencies and disasters.
- b. Local EOPs maintained by the individual jurisdictions in the region identify the specific hazards and risks potentially affecting their communities, including those with the potential need to activate the public works and engineering function. These local hazard and risk assessments provide a basis to identify, categorize, evaluate, and develop local and regional emergency plans and guidelines to effectively manage all emergency events, including one involving public works and engineering operations.

B. Public Works Mutual Aid

a. Background

- i. Local public works officials in the region have developed strong working relationships in addressing common problems. These relationships are relied on during times of emergency.
- ii. Traditionally, local public works departments in the region have responded to requests for support during and following floods, tornadoes, ice storms and other disaster events. In most instances, the response provided has been offered without the benefit of written mutual aid agreements. As a result, the federal government (FEMA) has been unwilling or unable to reimburse the assisting public works department for their costs.
- iii. In some cases, public works and related departments (e.g., Parks and Recreation Departments, Forestry Agencies, etc.) have been willing to provide support to other jurisdictions, but the lack of written mutual aid agreements raised liability and workmen’s compensation issues preventing the departments from responding to calls for assistance. Additionally, the Missouri and Kansas Departments of Transportation

(MDOT/KDOT) have considerable resources available; however, in some instances, lack of prior written agreements between the state agencies and local governments have slowed or prevented state agencies from providing needed assistance.

- iv. With these issues in mind, a Regional Public Works Mutual Aid Agreement was developed to assist local governments in more effectively and efficiently lending mutual aid assistance to other jurisdictions in times of emergency.

b. Regional Agreement

- i. The Regional Public Works Mutual Aid Agreement is designed to accomplish the following:
 - Provide a means for city and county public works and related local and state government departments and publicly owned utilities to come to the aid of their neighbors during and following a disaster or large-scale emergency;
 - Provide the assurance that liability and workmen’s compensation issues have been addressed; and
 - Provide the means for the responding agency to be compensated by the federal government if such funds are available for disaster support or to ensure that reimbursement for eligible expenses is possible.

MARC serves as the Administrator for the Regional Mutual Aid Agreement and a copy may be obtained from MARC. For the convenience of the reader, a copy of the Regional Public Works Mutual Aid Agreement is included as Attachment C.

- ii. As of this ESF’s development, the following jurisdictions have signed the Regional Public Works Mutual Aid Agreement and reported this information to MARC:
 - Board of Public Utilities, Wyandotte County, Kansas City Kansas Unified Government
 - Fairway, Kansas
 - Johnson County, Kansas, Water District No. 1
 - Leawood, Kansas
 - Lenexa, Kansas
 - Mission, Kansas
 - Olathe, Kansas
 - Overland Park, Kansas
 - Prairie Village, Kansas
 - Westwood, Kansas
 - Shawnee, Kansas
 - Belton, Missouri
 - Blue Springs, Missouri
 - Gladstone, Missouri
 - Grain Valley, Missouri
 - Harrisonville, Missouri
 - Independence, Missouri
 - Jackson County, Missouri
 - Lee’s Summit, Missouri
 - Liberty, Missouri
 - North Kansas City, Missouri
 - Oak Grove, Missouri
 - Raymore, Missouri

C. Public Works and Engineering-Related Plans

a. Local

- i. As described below, the local jurisdictions in the region maintain a functional annex or ESF in their EOPs to address public works and engineering-related events in their communities:
 - Missouri Counties in the region address the public works and engineering function through maintenance of a functional annex, or some jurisdictions model the National Response Framework (NRF) and address these activities in ESF #3 of their EOPs.
 - Kansas Counties address the public works and engineering function by utilizing a functional annex, or the sample ESF #3 developed for local use and provided by KDEM following the NRF organization and nomenclature. The ESF #3 sample developed by KDEM may be obtained by contacting the KDEM Planning Division.
- ii. The local EOPs in both Kansas and Missouri describe the roles and responsibilities of local agencies with resources and personnel potentially available to assist with public works and engineering-related emergency events. Local EOPs further describe the critical coordination activities that should occur to help ensure local agencies, departments and capabilities are fully available to support the event.
- iii. In addition to local EOPs, first responders with public works and engineering-related support responsibilities (e.g., Public Works and Engineering Departments, Fire departments, private and volunteer sector organizations, etc.) are encouraged to maintain procedures and guidelines specifying their roles, responsibilities and operational response actions. For more information on local EOPs and supporting protocols, authorized agencies or organizations may contact the local EMA in their jurisdiction.
- iv. Local plans and supporting documents (e.g., procedures, guidelines, protocols, checklists, etc.) follow the principles set forth in ICS and NIMS. Training and exercises conducted in support of these plans and protocols are described in the Training and Exercises section below.

b. State

- i. The Missouri State Emergency Operations Plan (SEOP) maintained by SEMA outlines the roles and responsibilities of state agencies with primary responsibility for public works and engineering-related mitigation, preparedness, response and recovery activities. For more information on the SEOP or a copy of the plan, authorized officials may contact the Response and Recovery Branch of SEMA – the following is a link to the SEMA Website: <http://sema.dps.mo.gov/>.
- ii. The Kansas Response Plan (KRP) maintained by KDEM describes the mitigation, preparedness, response and recovery roles, responsibilities and actions of the state

agencies phases assigned ESF #3 responsibilities in the KRP. A Web site with the KRP may be found at:

http://www.kansastag.gov/AdvHTML_doc_upload/2011%20Final%20Plan.pdf

- iii. The state departments and agencies assigned roles and responsibilities in the SEOP and KRP maintain plans, procedures, Standard Operating Guides (SOGs), checklists and other implementing documents detailing their activities in a public works and engineering event. For more information on the primary state agencies with public works and engineering responsibilities, see the following Websites:

- Kansas Department of Transportation: <http://www.ksdot.org/>
- Missouri Department of Transportation: <http://www.modot.org/>

c. **Federal**

- i. The National Response Framework (NRF) ESF #3 – Public Works and Engineering describes the roles and responsibilities of federal agencies with related responsibilities, such as the U. S. Army Corps of Engineers (USACE), which maintains trained personnel and specialized resources that may be of assistance during a major public works and engineering incident in the region.
- ii. For more information on federal activities during public works and engineering operations, see ESF #3 of the NRF located at the following Web site: <http://www.fema.gov/national-preparedness-resource-library>

d. **Business and Industry**

- i. Several businesses in the region maintain specialized heavy equipment resources potentially needed to support a public works and engineering incident. These businesses have worked with local governments to develop a mutual aid agreement called “**Plan Bulldozer**” to make providing heavy equipment in support of an emergency more effective and efficient (see **Attachment D**).
- ii. Local EMAs, fire and police departments and other emergency response agencies are familiar with Plan Bulldozer, its capabilities and guidelines for use. A copy of Plan Bulldozer may be obtained from local EMAs, the Heavy Constructor’s Association of the Greater Kansas City Area or MARC. For more information see, Regional Capabilities and Resources in the following section.
- iii. In addition, there are other public works and engineering organizations in the region with members who have specialized knowledge and expertise potentially useful in a public works and engineering-related event, such as the Kansas City Metro Chapter of the American Public Works Association (APWA) the Heavy Constructors Association (HCA) of Kansas City and the Structural Engineers Association of Kansas and Missouri (SEAKM).
- iv. Many of these private sector agencies maintain emergency plans (for more information on their specific resources and personnel, see Private Sector Capabilities).

4. Regional Capabilities and Resources

a. Local and Regional Resources

- i. Local resources for response to a public works-related incident are maintained by jurisdictional public works departments (e.g., the Jackson County, Missouri Public Works Department; the Kansas City, Missouri Public Works Department; the Unified Government of Wyandotte County and Kansas City, Kansas Public Works Department; the Overland Park, Kansas Public Works Department, etc.).
- ii. Depending on the site(s) involved, local and regional critical infrastructure planning activities (such as facility awareness, GIS mapping, pre-planned facility ingress and egress routes, etc.) may be used by responding agencies to facilitate public works and engineering-related emergency operations.
- iii. There are all-hazard resources and equipment potentially available to assist with any type of emergency event such as a major public works and engineering incident. These resources include communications equipment, command vehicles, medical resources and supplies, specially trained response teams and others. For more information on the all-hazard resources and capabilities available in the region potentially available to support public works and engineering activities, see ESF #7 – Logistics.

b. Private Sector Resources

- i. Heavy Constructors Association of Kansas City (HCA)

Heavy Constructors, Inc. is a general contractor in the highway, bridge, and civil construction industries, emphasizing projects that involve significant amounts of concrete. The Heavy Constructors Association of Greater Kansas City (HCA) was founded in 1950 and its membership consists of approximately 150 member companies comprised of general contractors, specialty contractors and major suppliers. The HCA actively participates in all aspects of the heavy construction industry in both Kansas and Missouri. Heavy constructors maintain equipment and trained personnel to build and maintain major infrastructure such as highways, streets and roads, bridges, and water and sewer systems using some of the largest and heaviest equipment in construction.

As a public service to the community, the HCA has developed the "Plan Bulldozer" program which makes contractor personnel and equipment available in instances of natural or human-caused disasters and emergencies. In conjunction with this program, HCA annually publishes and distributes an emergency resources catalog to area law enforcement, emergency personnel and governmental agencies helping them to quickly request heavy equipment to assist in emergency situations. A copy of Plan Bulldozer may be obtained from the HCA or MARC. A sample copy of Plan Bulldozer is also included for reference in **Attachment D**.

Private sector public works and engineering resources and personnel will likely be critical to effective emergency operations. Local jurisdictions in the region may use Plan Bulldozer to access these private sector capabilities.

ii. The Kansas City Chapter of the American Public Works Association (APWA)

- The American Public Works Association (APWA) is comprised of over 900 members representing all types of public works agencies and organizations both public and private. The KC Chapter of APWA is active in emergency management activities and participates with local communities in planning and preparedness activities (e.g., training and exercises) involving the need for public works expertise. For additional information on the KC Chapter of APWA, see their Web site at: <http://kcmetro.apwa.net/>.

iii. Structural Engineers of Kansas & Missouri (SEAKM)

- Another potentially valuable resource during a public works and engineering event is the Structural Engineers of Kansas and Missouri (SEAKM) comprised of structural engineers who work as an organization to improve the practice of structural engineering. SEAKM's vision statement includes protecting the safety and welfare of the public with respect to the design, analysis, construction and inspection of structures. Many members of the SEAKM are members of APWA as well, and some are also participants in Plan Bulldozer. For more information, see their Web site at: <http://www.seakm.com/>.

c. State Resources

- i.** In addition to local and regional resources, state resources will normally be available to assist with the event. Notifications and requests for state and federal resources will be made by local EOCs (both county and city EOCs in Missouri and county EOCs in Kansas) to their respective state EOCs.
- ii.** State declarations may be made by the Governor based on guidance from SEMA in Missouri and KDEM in Kansas and depending on the incident, a variety of state assistance may be available to local officials, including National Guard resources and technical assistance from state agencies tasked with responsibilities in state EOPs (e.g., the Missouri and Kansas Departments of Transportation and the Missouri and Kansas National Guard). Local EOCs will work closely with their respective state EOCs to request needed and available state resources and personnel.
- iii.** Using appropriate plans, SOGs and protocols, SEMA and KDEM will work closely with other state departments and agencies with primary and support responsibilities, as well as coordinate appropriately with DHS/FEMA to request federal resources.
- iv.** Another resource potentially available to support public works and engineering operations in the region is the Missouri Structural Assessment Visual Evaluation (SAVE)

Coalition. Although the SAVE Coalition is made up of private sector agencies and organizations and is not a government agency, it is sponsored by SEMA and its resources may be requested through SEMA – for more information see: <http://sema.dps.mo.gov/>

- v. SAVE coalition members are registered engineers, architects, construction contractors, equipment dealers, owners and operators of construction equipment, and other trained professionals potentially available to volunteer their services and equipment to support disaster operations. The SAVE Coalition is intended to ensure a building inspection program is available to support disaster events by providing trained personnel to assist local officials with damage inspections.
- vi. A copy of the State of Missouri Administration and Operations Plan for the S.A.V.E. Coalition program dated February of 2009 may be found at the following Internet link: <http://sema.dps.mo.gov/>.

d. Federal Resources

- i. Under the National Response Framework (NRF), the U.S. Army Corps of Engineers (USACE) is assigned as the primary agency for Emergency Support Function #3 – Public Works and Engineering. USACE assists DHS/FEMA by coordinating federal public works and engineering-related support, as well as providing technical assistance, engineering expertise, and construction management to prevent, prepare for, respond to, and/or recover from emergencies and disasters.
- ii. Under ESF #3 of the NRF, the USACE is tasked with the following:
 - **Critical Public Facility Restoration:** Temporary replacement of critical public facilities, such as classrooms, health clinics, fire and EMS stations, and other public service facilities, as requested by FEMA.
 - **Emergency Infrastructure Assessments:** Manage structural safety assessments of commercial and residential structures, as well as the assessments of infrastructure systems, such as water and waste water treatment facilities.
- iii. In addition to providing public works and engineering assistance, the USACE is further tasked through the NRF with accomplishing the following potentially related missions:
 - *Temporary Emergency Power Mission:* USACE provides state and local officials with a variety of support regarding emergency power needs at critical public facilities in support of FEMA.
 - *Packaged Ice and Bottled Water Missions:* USACE manages the procurement of critical commodities, such as packaged ice and bottled water, for the FEMA as part of the federal government’s unified national response. The Corps has eleven specially trained National Ice, National Water, and Combined Commodity planning and response teams that are ready to deploy throughout the country to carry out the mission during emergency response operations.

- *Debris Management:* In cases where the damage and debris are so extensive that it exceeds local and state capabilities, FEMA can assign the U.S. Army Corps of Engineers a mission to provide debris management assistance.
 - *Temporary Roofing Mission:* The mission can range from providing technical assistance to FEMA, and state and local governments, to managing and contracting for the installation of blue plastic sheeting onto roofs of damaged homes or public structures.
 - *Urban Search and Rescue:* The Corps provides Structures Specialist support to the FEMA mission response effort under Emergency Support Function #9, Urban Search and Rescue (US&R), of the National Response Framework. This includes developing, training, and equipping USACE structural engineers to support the US&R Task Forces and the US&R Incident Support Team engineering cell.
 - *Temporary Housing Mission:* Following a natural disaster or emergency, the Corps can manage the installation of temporary housing for FEMA as part of the federal government's unified national response.
- iv. For additional information on the capabilities of the USACE, see their Website at the following link: <http://www.usace.army.mil/>.

IV. PLANNING ASSUMPTIONS

1. ESF #3 of the RCG is consistent with and complementary to local, state and federal public works and engineering-related plans, procedures and guidelines.
2. A major emergency may cause extensive damage to property and infrastructure. Structures may be destroyed or severely weakened. Homes, public buildings, bridges, and other facilities may have to be reinforced or demolished to ensure safety. Public utilities may be damaged or be partially or fully inoperable.
3. Debris may make streets and highways impassable. Access to disaster areas may be dependent upon the re-establishment of ground routes. In many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.
4. Access to disaster areas may depend on the re-establishment of ground routes. In many locations, debris clearance and emergency road repairs will be given top priority to support lifesaving emergency response activities.
5. Damage assessment of the disaster area will be required to determine potential workload and the need for outside assistance.
6. Emergency environmental waivers and legal clearances may be needed for disposal of materials from debris clearance and demolition activities for the protection of threatened public and private improvements.



7. Local departments and agencies, as well as private sector resources will be available to provide support for public works and engineering operations. It is recognized the effectiveness of local operations, as well as the support available from both public and private sector agencies will be contingent on the availability of personnel, resources and the extent/impact of the incident.
8. While some equipment and personnel are available for immediate response to an incident in the region, a significant public works and engineering operation will likely require federal and state resource support.
9. State and federal agencies will respond as requested and necessary, but may not be immediately available. Local jurisdictions should be prepared to manage operations without outside assistance for up to 96 hours.
10. Local EMAs and other responsible local agencies (e.g., Public Works Departments) should work to obtain information and coordinate with state and federal agencies regarding the protocols in place for requesting and deploying state and/or federal resources in support of a major public works and engineering incident.
11. Jurisdictions should maintain procedures to provide available resources to other jurisdictions in the region in support of public works-related events. Further, mutual aid agreements with other local agencies and the private sector regarding public works-related equipment and personnel should be maintained and updated on a regular basis.
12. Local jurisdictions in the region are familiar with Plan Bulldozer, maintain a copy and are familiar with how to use it.
13. Hazardous CBRNE materials will need special handling from appropriately trained and equipped teams.

V. CONCEPT OF OPERATIONS

General Coordination Actions

1. Depending on the event, initial coordination of activities will likely occur through conference calls or other technology solutions, as appropriate. Additionally, regional WebEOC boards have been developed to assist jurisdictions in the region in maintaining regional coordination (i.e. information sharing). See **Attachment A** to this ESF or for more specific information, see the RCG: Base Guide.

General Response Actions

Access to disaster areas may be dependent upon the re-establishment of ground routes, and in many locations, debris clearance and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.



1. The following general actions are intended to summarize basic emergency response actions to be taken regardless of the type of incident. Since a major incident may involve several jurisdictions and responding agencies, it is essential that ICS be quickly implemented. Responding agencies will implement ICS in compliance with NIMS, their local EOPs, and supporting procedures and guidelines.
2. The IC for the event (or their designee) should maintain communications with the EOC to ensure the EOC is available to support field operations, request additional resources and maintain appropriate coordination with other departments, agencies and jurisdictions. As requested by the IC in support of field activities, the local EOC will assist with resource identification and coordination. As appropriate, local EOCs will make notifications to other county and city departments, agencies and public officials.
3. If local response capabilities are insufficient, assistance may be requested from other unaffected or less affected jurisdictions in the region. If a regional resource is needed, the responsible agency (i.e., the agency maintaining the resource) will deploy the resource at the request of the IC, unless it is already in use or other limitations prevent the responsible agency from deploying the resource.
4. In the event of a major incident, an inventory of available public works and engineering support resources and personnel in the region may be coordinated via the Regional Coordination System. Information on all regionally available resources is included in the **Regional Resource Annex**.
5. The need for additional or specialized resources and personnel from outside the region will be based on the extent to which the jurisdictions in the region are involved and what available resources are needed and in use. When the event exceeds (or threatens to exceed) local and regional resources, local EOCs will maintain contact with their respective governing county or state EOCs and request state and/or federal assistance as appropriate.
6. Depending on its potential impact, public works and engineering-related incidents may generate media and public interest. When needed, local jurisdictions should implement the Emergency Public Information Annex of their local EOP to help manage the event, and if appropriate, establish a Joint Information Center (JIC) to coordinate the release of public information from all responding agencies. For more information on the regional coordination of emergency public information activities, see ESF #15 – Emergency Public Information.
7. All responding departments and agencies will initially use their existing equipment for communicating with their field operations and will request additional communications resources as needed to support the event per agency protocols in accordance with ICS and NIMS. For additional information, see ESF #2 – Communications.

ESF #3 - Specific Actions

1. Preparedness Actions

- a. If they have not already done so, local EMAs, local Public Works Departments and other agencies with responsibilities in ESF #3 should work to accomplish the following:



- i.** Ensure mutual aid agreements are in place and up-to-date with other public sector agencies with the potential to provide public works and engineering assistance (e.g., the Regional Public Works Mutual Aid Agreement and contacts for the S.A.V.E. Coalition).
- ii.** Ensure Public Works and Engineering Departments and others with roles and responsibilities are familiar with Plan Bulldozer and its protocols for implementation and use.
- iii.** Identify all local resources and personnel potentially available to respond to a public works and engineering incident, prior to arrival of regional and if appropriate, state and federal resources.
- iv.** Develop methods to document and track all resources and personnel committed to the event.

2. Response Actions

- a.** Major public works and engineering operations may require special equipment and expertise from state and/or federal agencies to effectively manage the incident (e.g., the Missouri and Kansas Departments of Transportation and the USACE). Local EMAs and EOCs will maintain contact with their respective State EOCs (SEOCs) to help ensure timely state and federal assistance is provided.
- b.** If appropriate, local jurisdictions should be prepared to provide necessary logistical, resource and technical guidance to state and federal agencies responding to the event. As appropriate, resources and personnel from outside the affected jurisdiction will be integrated into local response operations using the principles of ICS and NIMS.
- c.** During the response phase and depending on the requirements of the incident, local Public Works and Engineering Departments will work with other agencies and organizations tasked with ESF #3-related responsibilities to accomplish necessary tasks. As needed and practical, agencies and organizations with public works and engineering expertise may pool resources and work together in the region to accomplish the following:
 - i.** Provide inspections of roads and bridges to determine damage and safety;
 - ii.** Remove debris and wreckage from roads and bridges;
 - iii.** Designate usable roads and bridges, and collect, organize, and report this information to local EMAs/EOCs;
 - iv.** Determine the level of support potentially required by other emergency functions (e.g., law enforcement, fire, etc.) and work with EMAs and EOCs to ensure local agencies with ESF #3 responsibilities are available to lend assistance;
 - v.** Provide temporary repair of damaged roads and bridges, if possible;
 - vi.** As needed, activate Plan Bulldozer and implement the Regional Public works Mutual Aid Agreement;



- vii.** Establish and/or maintain evacuation routes as directed by EMAs/EOCs;
 - viii.** Provide roadblocks, barricades and signage as requested;
 - ix.** Coordinate public information releases with EMAs and if needed, provide a representative to the Joint Information Center (JIC);
 - x.** As needed, provide fuel, sand, gravel and other resources necessary for public works operations;
 - xi.** Provide trucks and drivers to transport debris and wreckage;
 - xii.** Provide trained personnel (e.g., structural engineers) to assist with damage assessments;
 - xiii.** Coordinate with Public Works and Engineering Departments in other jurisdictions, as well as private sector entities;
 - xiv.** As needed, utilize the Asset Protection and Response System (APRS) information in the Critical Infrastructure and Key Resources (CIKR) to assist with response activities;
 - xv.** Document all damages and costs; and
 - xvi.** Other activities and actions dictated by the event.
- d.** For information on additional response activities to support EMAs in developing situational awareness, refer to the Core Capabilities Table above.
 - e.** In addition to these regional guidelines, local EOPs, as well as responding agency procedures and guidelines include checklists of actions to be performed by those with emergency roles and responsibilities in a public works incident and engineering incident.

3. Recovery Actions

- a.** Responding agencies will return to normal operations per ICS and NIMS guidance and agency protocols. Regional coordination will be maintained by the EOCs and EMAs as required by the event and as detailed in **Attachment A** and the RCG: Base Guide.
- b.** Public works and engineering incidents and their corollary effects (e.g., major road and bridge damage, etc.) may cause serious long-term damage to the area(s) affected and the economy. Such incidents may require an extended commitment of personnel and resources from local agencies and jurisdictions, as well as state and federal government agencies to accomplish recovery activities.
- c.** For information on long-term public works and engineering recovery activities, see ESF #14 – Community Recovery.

Training and Exercises

To help ensure an efficient and effective public works and engineering emergency response, local agencies should participate in both local and regional preparedness activities, such as planning, training and taking part in exercises.

1. The Regional Homeland Security Coordinating Committee (RHSCC) Training and Exercise (T & E) Subcommittee is responsible for providing guidance and oversight for regional training and exercises. The T & E Subcommittee should work closely with the agencies and organizations representing the emergency services disciplines in the region to identify individuals and agencies in need of training to support the public works and engineering function.
2. Each Coordinating and Cooperating agency will work to comply with applicable requirements for training as directed by their individual agencies. Additionally, training requirements from federal or state authorities may be appropriate.
3. In addition to training activities, exercises should be conducted to build awareness, practice roles and validate the performance of ESF #3-related functions. Departments and agencies with public works and engineering responsibilities, including state and federal agencies, should participate in these exercises to help improve and/or maintain their knowledge, skills and abilities.
4. The RHSCC T & E Subcommittee will work with appropriate state and federal agencies to help ensure public works and engineering-related activities are considered and key agencies included in training activities. The T & E Subcommittee will also work with state and federal agencies to help ensure public works and engineering functions and key agency activities are included in regional exercise development, execution and evaluation.
5. The results of multi-agency and multi-jurisdictional exercises may require modifications or enhancements to ESF #3 and other areas of the RCG. Exercises may also identify the need for additional training from state and federal agencies to support the activities described in ESF #3 of the RCG.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

General

1. The roles and responsibilities of local agencies, NGOs and state and federal government agencies are formally assigned and defined in EOPs and their supporting guidelines. Public works and engineering roles and responsibilities are also defined in the plans and procedures maintained by

emergency responders, volunteer and the private sector organizations, as well as state and federal agencies.

2. The responsibilities described in this section are not meant to be all inclusive, but rather to complement the responsibilities assigned in local plans and reinforce the activities described in ESF #3 of the RCG.
3. For purposes of the RCG:
 - a. **Coordinating Agencies** are responsible for the following general activities:
 - Conducting pre-incident planning and coordination;
 - Maintaining ongoing coordination with the Cooperating Agencies, NGOs, and state and federal agencies; and
 - Conducting or supporting preparedness activities, including planning, training and exercises.
 - b. **Cooperating Agencies** and **NGOs** are responsible for the following general activities:
 - Providing specialized knowledge, skills and expertise to support public works and engineering activities; and
 - Supporting public works and engineering operations with available resources, personnel and other capabilities.
 - c. **State and Federal Agencies** are responsible for providing resource and personnel support to local governments, and working closely with local EMAs and other officials to help ensure a timely, integrated and coordinated response to the event.
4. The specific responsibilities of the Coordinating Agencies, Cooperating Agencies, NGOs, and state and federal agencies in support of search and rescue operations are described in the following sections.

Coordinating Agencies

Public Works and Engineering Departments in coordination with their EMAs will serve as the Coordinating Agencies for ESF #3 – among their other responsibilities. They will help ensure necessary support is provided by the Cooperating Agencies to accomplish public works and engineering activities.

1. As the Coordinating Agencies for ESF #3, **Local Public Works and Engineering Departments and EMAs** (as applicable) are jointly responsible for the following general activities:
 - a. Identifying training and exercise needs and opportunities related to structural public works and engineering activities.
 - b. Evaluating equipment and supply needs in support of public works and engineering activities.



- c. Working with appropriate local, regional and state agencies to acquire and maintain needed resources and accomplish training and exercise activities.
- d. Serving as the “lead “for providing technical expertise and assistance in conducting public works and engineering operations.
- e. Coordinating the activities of the other Cooperating Agencies and working with state and federal agencies to ensure appropriate resources are deployed in support of the incident.

Cooperating Agencies and NGOs

- 1. The Cooperating Agencies and NGOs are responsible for the following:
 - a. Conducting pre-incident planning and coordination specific to their organizations.
 - b. Maintaining ongoing contact during incidents with the Coordinating Agencies.
 - c. Coordinating agency-specific preparedness activities, including planning and exercises.

State and Federal Government Agencies

- 1. State and Federal Government Agencies are responsible for:
 - a. Supporting local governments with available resources, personnel and other capabilities to accomplish public works and engineering-related activities.
 - b. Providing specialized knowledge, skills and expertise to support ESF #3 activities as needed.

All Agencies (Coordinating and Cooperating)

- 1. In addition to the responsibilities noted in the sections above, all agencies and organizations are tasked with working to support regional coordination activities by:
 - a. Providing information to EMAs and EOCs regarding ESF #3 activities for the regional WebEOC boards, as well as resource tracking and reporting activities.
 - b. Participating when needed in regional coordination activities, such as conference calls and meetings.
 - c. Maintaining communications with agencies and organizations in other jurisdictions regarding the availability of resources to support public works and engineering-related activities.
 - d. Working with the appropriate Coordinating and Cooperating Agencies in other jurisdictions to consider the potential pooling of local resources to meet a regionally identified need.
 - e. Ensuring consistent and useful emergency public information is provided regarding agency activities and coordinating the release of information with the other jurisdictions in the region (for more information, see ESF #15 – Emergency Public Information).



- f. Including regional coordination activities required to support ESF #3 in their standard operating procedures, guidelines and/or checklists.
- g. When requested and if available, deploying representatives to local EOCs to provide technical assistance to support public works and engineering-related activities.
- h. Providing ongoing status reports regarding resources and personnel needed and available as requested by local IC and EOCs.
- i. Maintaining up-to-date rosters for notifying personnel of emergencies and 24-hour staffing capabilities.
- j. Working to ensure training is available and completed as appropriate in ICS/NIMS, WebEOC, and in the use of local and regional resource databases.
- k. Participating in training, as well as local and regional emergency exercises, especially those involving public works and engineering emergencies.
- l. Working to ensure recordkeeping procedures are in place to accurately track resources and personnel used in an ESF #3-related event.
- m. Performing other public works and engineering-related emergency tasks as requested by local EMAs, EOCs and other appropriate officials.
- n. For additional information on the general responsibilities tasked to all agencies with roles in the RCG, see the Base Guide.

VII. ATTACHMENTS

- A. Regional Coordination Guide Summary
- B. First Hour Checklist for Regional Emergencies – Public Works and Engineering
- C. Regional Public Works Mutual Aid Agreement
- D. Plan Bulldozer Memorandum of Understanding
 - Sample Local Resolution Accepting Plan Bulldozer

Attachment A. Regional Coordination Guide Summary

Overview

- The RCG provides an overall framework for regional coordination activities and may be initiated and maintained when there is a need for the jurisdictions in the metro area to provide common messages, and share information and resources.
- The protocols described in the RCG are intended to assist participating jurisdictions, agencies and organizations (whether government, volunteer or private sector) in augmenting their emergency resources and maximizing their emergency capabilities.
- The RCG is not intended to be an operational document. Operational emergency activities are coordinated through local Emergency Operations Centers (EOCs) and described in local Emergency Operations Plans (EOPs), standard operating guides, and the operating procedures maintained by local emergency response agencies.
- The RCG is flexible and scalable and was developed for use during any type or size of incident or event. Use of the principles and actions described in the RCG will be determined by the incident or event and the needs of the involved jurisdictions, agencies and organizations. Furthermore, the RCG is applicable for both planned events (i.e. MLB All-Star Game), which are scheduled nonemergency activities; and incidents (i.e. natural and manmade hazards), which are occurrences that require a response to protect life and property. Because events can sometimes turn into incidents, and because regional coordination may be needed in both instances, the application and use of these terms and their meaning throughout the RCG may be interchangeable and are not necessarily mutually exclusive.
- Local participation in the activities described in the RCG is voluntary. Therefore, the RCG represents a voluntary agreement among participating organizations, and as such, no participating organization has “control” or authority over another participating organization except where stated elsewhere in federal, state or local laws.

Key Concepts & Organizations

Some disaster events may overwhelm the resources of a single jurisdiction or impact multiple jurisdictions within the region, necessitating assistance from regional partners or collective decision-making to meet the needs of the situation. The **Regional Coordination Guide** (RCG) was developed to document and outline these protocols for regional action in order to maximize the sharing and coordination of information and resources and to improve the surveillance, early detection and mitigation of hazards and threats. These regional protocols can be best understood to comprise a **Regional Coordination System** (RCS). The RCS is a comprehensive concept to describe the mechanisms for how planning and response occur on a regional level, and to ensure the efforts of jurisdictions impacted or potentially impacted by a disaster are appropriately inter-connected and complementary, rather than duplicative. It reinforces interoperability among area jurisdictions and organizations, and makes response efforts more efficient and effective by coordinating available resources, services, and aid.



Furthermore, another foundational component of the RCS is the Regional Incident Coordination Group (RICG). This group is meant to be adaptable and scalable to any incident/event, and will serve as the primary coordinating body during a significant disaster event necessitating regional coordination. The nature of the incident/event and corresponding and evolving response and recovery needs will largely determine which participants will make up the RICG at any given time during the incident/event.

KEY CONCEPTS

Resources:

Resources are defined as personnel, vehicles, established teams, equipment, supplies and facilities available for assignment.

Impacted Jurisdiction(s):

The area defined as the "Impacted Jurisdiction" encompasses the jurisdiction and all the political subdivisions located within that jurisdiction, including special districts. The "Impacted Jurisdiction" is the jurisdiction that has or will be adversely impacted by an incident/event.

Assisting Jurisdiction(s) and/or Disciplines:

The Assisting Jurisdiction and/or discipline(s) provides timely emergency resources, services, and manpower to the Impacted Jurisdiction(s) -- and in some cases, the Host Jurisdiction -- in accordance to the provisions set forth by the RCS.

Host Jurisdiction(s) and/or Facility:

In situations where evacuation and/or mass care operations are necessary, the Host Jurisdiction serves as the jurisdiction that receives and shelters residents and animals coming from the Impacted Jurisdiction(s), and provides mass care and other needs as appropriate.

Regional Incident Coordination Group (RICG): This group is meant to be adaptable and scalable to the incident/event. The nature of the incident/event and corresponding and evolving response and recovery needs will largely determine which participants will make up the RICG at any given time during the incident/event. Specifically, the RICG may be comprised of those designated representatives from the Impacted and Assisting/Host jurisdictions' key leadership, emergency management, first responder disciplines (i.e. Law Enforcement, Fire, EMS, SAR, HAZMAT), public health/medical, other regional disciplines, nongovernmental organizations, and ESF representatives (i.e. Transportation, Mass Care, Communications, Public Works, etc.). Other groups and organizations may be included, depending on the type and scale of the incident.

Activation & Initiating Regional Coordination

Although the criteria for initiating regional coordination are subjective, the Regional Coordination System (RCS) encourages a proactive approach to enhance regional vigilance/surveillance, information sharing, and, if necessary, a coordinated approach to incident/event management.

- Activation procedures may vary depending on the nature of the incident/event. The activation of the RCS, as the Regional Coordination Levels below indicate, are only meant to provide possible courses of action that can easily be adapted to the situation.

Pre-Planned Events

For pre-planned events, the decision to utilize components of the RCS will vary. However, because the RCS is scalable and flexible, the Region can utilize the RCS as long as it is not in conflict with existing laws and/or agreements between all of the involved parties.

The RCS may be activated:

- When planning for large or high profile public gatherings that affect multiple jurisdictions.
- When similar past events have required multi-agency coordination within the Region.

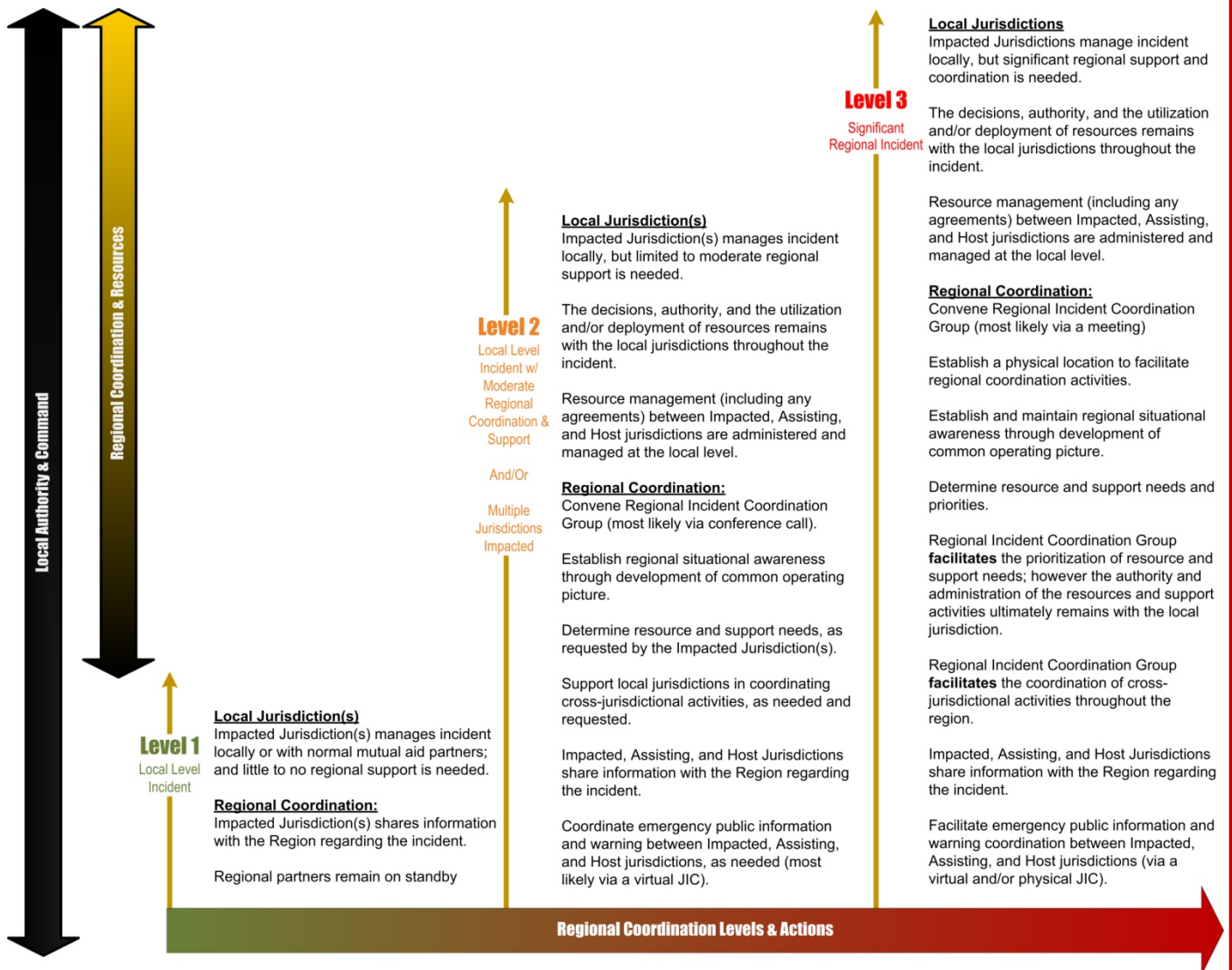
Notice and No-Notice Incidents (Hazards and Threats)

The RCS may be activated:

- When an impacted local jurisdiction's chief executive OR designee initiates the activation of the RCS.
- During a Level 1, 2, or 3 Regional incident/event. (i.e. When there is the possibility or reality that more than one jurisdiction could become involved in the incident response and recovery)
- When the incident could expand rapidly and involve cascading events.

Implementing Regional Coordination: Regional Coordination Levels

The type, scope and nature of the incident/event will dictate when it has regional significance and when regional coordination activities are initiated. Regional coordination within the RCS can be understood to occur across three "levels". The levels are meant to illustrate how regional coordination activities should increase in operational function and complexity as the magnitude or severity of incidents increases. The levels are not meant to be concrete with distinct transition points from Level 1 to Level 2 to Level 3, but rather are defined by planning considerations to generally describe how regional coordination needs and activities differ with the scale of an incident. The figure below provides a summary of key actions for each level. For specific information and detail, see RCG: Base Guide.



(Note: For specific actions for each level, see RCG: Base Guide.)



Attachment B. First Hour Checklist for Regional Emergencies – Public Works & Engineering

The following actions should be carried out as needed based on the specifics of the incident by local officials tasked with responsibilities for accomplishing emergency functions. In addition to the ESF 3 checklist below, the **RCG: Base Guide** includes an initial checklist of actions for all emergency functions and discusses the immediate actions for situational awareness, gaining regional awareness, overall response status, and emergency public information (see **RCG: Base Guide**).

Gaining Public Works and Engineering (ESF #3) Situational Awareness

Determine if the following actions have been initiated:

- SOPs or guidelines for public works and engineering events have been implemented.
- Assessments have been initiated for staging, use, status and sustainability of facilities, equipment, supplies and other resources to support public works and engineering functions.
- Personnel with emergency roles and responsibilities have been notified and activated.
- Emergency communications and reporting procedures have been initiated.

ESF #3– Determining Public Works and Engineering Initial Response Actions

Ensure ESF #3 personnel have the ability to accomplish the following as needed:

- Provide support and local guidance to state and federal agencies with ESF #3 responsibilities.
- Work to assess and procure equipment, supplies and resources to support ESF #3 functional areas.
- If public works and engineering operations involve suspected terrorism, work with the FBI and ESF #13 (Public Safety and Security).

Attachment C. Regional Public Works Mutual Aid Agreement

REGIONAL PUBLIC WORKS MUTUAL AID AGREEMENT FOR THE KANSAS CITY REGION

Preamble

WHEREAS, the Kansas City metropolitan area is served by over 50 local public works departments, publicly owned utilities and transportation departments in two states with a variety of resources and capabilities; and

WHEREAS, during times of large-scale emergency incidents or disasters, any single department may not have the personnel or equipment necessary to meet its community's total needs; and

WHEREAS, local communities in the Kansas City metropolitan area have a long history of working together to meet needs and address challenges; and

WHEREAS, local and state public works officials serving the Kansas City metropolitan area desire to support one another during and immediately following large-scale emergencies or disaster events; and

WHEREAS, the purpose of this pre-disaster agreement between local and state public works and related departments and publicly owned utilities is to provide for immediate assistance to protect life and property and to support recovery during large-scale emergency and disaster events; and

WHEREAS, local and state public works officials in the Kansas City metropolitan area recognize the advantages of participating in one regional mutual aid agreement to maximize opportunities to support one another during and immediately following large-scale emergencies or disaster events; and

WHEREAS, it is necessary and desirable that this Agreement be executed for the exchange of mutual aid with the intent to supplement and not supplant existing local or state personnel and resources.

NOW, THEREFORE, it is hereby agreed by each and all of the parties' signatory to the Agreement as follows:

Article I: Purpose and Scope

1. Each signatory to this Agreement is hereby authorized to furnish to each other those resources and services it deems to be available to assist in the response to and recovery from large-scale emergencies or disasters. This Agreement does not obligate any party to take an affirmative action.
2. In the event of a large-scale emergency event or disaster when the need for public works support exceeds the capabilities of the affected city, county or state, one or more Responding Jurisdictions may provide assistance. The offer of assistance by the Responding Jurisdiction is made with the full understanding that such assistance will not unduly jeopardize the protection of the Responding Jurisdiction's community. Any decision regarding whether a Responding Jurisdiction can spare manpower and/or equipment shall lie solely with the Responding Jurisdiction.

Article II: Definitions

1. **Requesting Jurisdiction** is the city, county or state public works department or publicly owned utility asking for any assistance from any signatory city, county or state public works department or publicly owned utility.
2. **Responding Jurisdiction** is the city, county or state public works department or publicly owned utility agreeing to assist another signatory city, county or state department or publicly owned utility asking for assistance.
3. **Large-scale emergency** includes both naturally occurring and manmade incidents that create a situation where lives are at risk or property is at risk of damage or destruction, and where the resources of a single public works department or publicly owned utility are insufficient to adequately respond in a timely manner to protect lives or property.
4. **Disaster event** is that large-scale emergency situation that is severe enough in injury or death to individuals or damage to property that it warrants requests to the state and federal government for disaster assistance, after an official declaration of a local emergency by the chief elected official or chief executive officer of the jurisdiction.
5. **Public Works Department** for purposes of this agreement includes all public entities engaged in public works activities such as water and sewer, parks, refuse collection, transportation, building inspector, codes enforcement, etc. in or serving the Kansas City metropolitan area, or those public agencies serving jurisdictions contiguous to counties included in the Kansas City metropolitan area.
6. **Federal Emergency Management Agency (FEMA)** is the federal agency responsible for coordinating federal assistance to communities impacted by emergency situations or disaster events.
7. **Kansas City metropolitan area** includes Cass, Clay, Jackson, Platte and Ray counties in Missouri; and Johnson, Leavenworth, Wyandotte and Miami counties in Kansas. Local agencies in contiguous counties may request or offer assistance as outlined in this mutual aid agreement.
8. **Administrator for each Participating jurisdiction** is the chief executive officer of the city, county, state agency or publicly owned utility organization.

Article III: Compensation

1. The Requesting Jurisdiction shall request public works aid, as related to the direct support of search and rescue, debris clearance, prevention of further harm to property, the protection of the environment, the provision of essential services or the initial damage assessment from a disaster event. If reimbursement is expected by the Responding Jurisdiction, the Responding Jurisdiction shall indicate the compensation requirements prior to sending support. Any required compensation will be at FEMA established rates for personnel and equipment, or at local rates, if lower.
2. If compensation is required by the Responding Jurisdiction, the Responding Jurisdiction shall submit an itemized voucher of costs to the Requesting Jurisdiction within ninety (90) days after completion of work.
3. The purpose of these recitals is to insure that the Responding Jurisdiction is reimbursed for all costs as agreed upon by both the Requesting and Responding agencies, if required by the Responding Jurisdiction agency, and that Responding
4. Jurisdiction agency assumes no additional liabilities as a result of this Agreement.

Article IV: Duration of Agreement, Rights of Agencies to Withdraw Support, Termination of Participation in Agreement, and Limitations of the Agreement

1. This Agreement shall remain in force unless terminated in accordance with Article IV, Paragraph 4.
2. The Responding Jurisdiction shall retain the right to withdraw some or all of its resources at any time from the Requesting Jurisdiction. Notice to withdraw shall be communicated to the Requesting Jurisdiction's designated official or the official's designee, as soon as practicable.
3. It is hereby understood that this Agreement shall not deny the right of any city, county or state agency or publicly owned utility hereto to negotiate other agreements for contract services.
4. Any party to this Agreement may cancel its participation in this agreement by giving sixty (60) days written notice to the other participating local governments.
5. Any amendments to this Agreement shall be in writing and signed by all parties hereto.
6. The Mid-America Regional Council agrees to serve as the Administrator for this Regional Mutual Aid Agreement, to monitor Participants and the use of the Agreement over time.

Article V: Liability Protection and Immunity

1. All activities performed under this Agreement are deemed to be governmental functions.
2. The Requesting Jurisdiction agrees to maintain, at least, the minimum general and automobile liability insurance required by state law and to indemnify and hold harmless the Responding Jurisdiction for all claims, losses or damage (except claims covered by the Responding Jurisdiction's workers compensation coverage) occurring while its personnel and equipment are working under the direction of the Director of the Department or Agency of the Requesting Jurisdiction, subject to any immunities and/or limitations of liability contained in applicable state law. This indemnification shall not apply when the gross negligence or intentional misconduct of the Responding Jurisdiction or its employees is the sole cause of the claim, loss or damage. The
3. Responding Jurisdiction shall maintain liability coverage for its vehicles and equipment as required by state law.
4. No party to this Agreement shall be liable for its failure or refusal to render aid pursuant to this Agreement.

Article VI: Workmen's Compensation Coverage

1. The Responding Jurisdiction will maintain workers compensation coverage for its employees. Personnel of a Responding Jurisdiction, who sustain injury or death in the course of, or arising out of, their employment are entitled to all applicable benefits normally available to personnel while performing their duties for their employer.
2. Any uninsured or extraordinary expenses may be a part of claimed costs for reimbursement.

Article VII: Protocols and Procedures for Activating Agreement

All local and state public works departments and publicly owned utilities participating in this Agreement will follow incident command protocols outlined in the National Incident Management System. As appropriate, each department commits that its lead personnel will have participated incident management training.

The Public works or other Department or Agency Director of the Participating Jurisdiction will make emergency contact information available to all signatory communities to this Agreement to support requests for Mutual Aid, and will update, as necessary, the information on a quarterly basis.



The Requesting Agency and the Responding Agency both agree to notify their jurisdiction’s local Emergency Manager if requests are made, and if support is offered, as outlined in this Agreement.

Article VIII: Authorities and References

1. This Agreement is authorized under the State of Missouri’s revised statutes of Missouri (RSMO) 70.837; and under the State of Kansas’ statutes at K.S.A. 12-16,117 and Article IV Section 29 and 226.130 RSMO for Missouri state agencies.
2. The parties represent that the individual executing this Agreement on behalf of the entity has the authority to bind the entity and agree to the terms contained herein.
3. This Agreement is made for the sole benefit of the parties hereto and nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the parties hereto.
4. By the signature below, the local jurisdiction agrees to become a signatory to this Agreement.

Jurisdiction: _____

By: _____
Chief Elected Official

Date: _____

Attest: _____
County/City Clerk

Date: _____

Approved as to form: _____
Attorney for the County/City

Date: _____

Attachment D. Plan Bulldozer Sample MOU & Resolution for Local Jurisdictions

SAMPLE MEMORANDUM OF UNDERSTANDING AND PLAN OF IMPLEMENTATION FOR PLAN BULLDOZER

Between

THE HEAVY CONSTRUCTORS ASSOCIATION OF THE GREATER KANSAS CITY AREA

And the

– SAMPLE JURISDICTION –

PREAMBLE

This Memorandum entered into by the (sample jurisdiction) (hereafter “sample jurisdiction”) and The Heavy Constructors Association of the Greater Kansas City Area (hereafter “Association”), has as its purpose the promotion of harmonious and cooperative relations between the county, city or other entity and Association and recognizes the urgency and need of preplanning to off-set a compounding of the over-whelming problems confronting District officials and members of the Community in the event of a disaster.

STATEMENT OF UNDERSTANDING

The parties agree that this Memorandum shall govern the relationship of the parties and serve to establish a mutually agreeable mechanism by which the Association can coordinate with the “sample jurisdiction” in “disaster” operations to materially reduce the human suffering and the loss of public and private property associated with extraordinary disasters. Further, to institute an acceptable procedure whereby officials of the District in a time of “disaster”, will be able to contact the Memorandum of Understanding and Plan of Implementation and upon proper authorization, coordinate the commitment and consolidation of participating contractors’ resources with those of the District. This program will be known as “Plan Bulldozer”.

ARTICLE I – DEFINITIONS

A. “Disaster” means extraordinary circumstances in which public facilities cannot arrest further injury to people or damage to property nor reestablish an orderly physical environment including, without limitation, man-made or natural calamitous events requiring mobilization of community resources to alleviate material damage, loss and human distress arising from such events as enemy attack or similar hostile action, fire, explosion, flood, tornado, earthquake or any other catastrophe.

B. The judgment of the “sample jurisdiction” President, or his successor, in writing, shall be binding on all parties as to whether or not a “disaster” exists and the time length of declared “disaster”.

ARTICLE II – SCOPE

A. The Association, in cooperation with the “sample jurisdiction”, will upon proper written authorization, during “disaster” situations:

- 1) Assist and aid in the rescue of disaster victims.
- 2) Assist in the emergency restoration of public services or property (streets, bridges, city buildings, water pipelines, sanitary and health facilities, etc.).
- 3) Assist in debris clearance (including the elimination of electrical, fire explosive, structural, and health hazards).
- 4) Assist in modification of street systems to reroute traffic.
- 5) Other such activity deemed necessary within the competency and knowledge of the participating contractor.

B. Further, the Association agrees to assist in establishing a public referral service to include:

- 1) A referral system to direct public inquiries to competent, reputable contractors able and willing to undertake private property repair and restoration operations.
- 2) A media information system containing pertinent facts necessary to the conclusion of agreements between private citizens and the contractors for the restoration of citizens' private property (included, are wage and equipment rates information, insurance bonds, facts on the avoidance of fraudulent contractors or suppliers, evaluation of reputable contractors available for work, etc.).
- 3) Assistance to contractors to aid them in complying with all applicable construction and demolition codes and regulations of the "sample jurisdiction".
- 4) Other assistance or information that may be necessary to protect and promote the reliable repair or restoration of private property.

ARTICLE III – IMPLEMENTING CONSIDERATIONS

A. The Association will contact contractors who will be requested to provide the following services:

- 1) During the first twenty-four hours of a "disaster" or as long as circumstances exist in which public facilities are unable to arrest further damage to human or property values nor reestablish an orderly physical environment, will provide their services even though compensation cannot be guaranteed.
- 2) At cost, during the next forty-eight hours or as long as "disaster" operations are continued. This would include certain projects in which a disaster situation continues after the general disaster has been suspended. "Cost" will be considered as direct cost, such as direct labor, equipment rental or depreciation, insurance, material and fuel.
- 3) After the immediate danger of a "disaster" has passed or been eliminated, normal bidding procedures determined by the established "sample jurisdiction" Government administrative codes and procedures for construction and demolition of "sample jurisdiction" Government projects will be followed.

B. The Association will provide the "sample jurisdiction" with information, as follows:

- 1) Wages prevailing for all labor and salaried personnel involved at the time of the commitment to "disaster" operations.
- 2) Equipment charges for owned or rented items, including maintenance and repair costs, in accordance with common rates at the time of the "disaster", prorated only on the time (hourly or daily) the equipment was involved with these operations.
- 3) Fuel, lubricants, materials, small tools and other supplies use, at cost.
- 4) Operating or administrative charges, normally and customarily included as part of any agreement.

- 5) Freight and other transportation charges.
- 6) Payroll taxes, sales taxes and insurance including Worker's Compensation, public liability and property damage or any other direct cost incurred by the contractor.
- 7) Subcontractors costs, as necessary.

C. It is recognized that the "sample jurisdiction" must operate within the applicable Missouri statutes granted to the "sample jurisdiction" Board of Directors and administration of the "sample jurisdiction" and its established codes and administrative procedures, outlining the process by which public projects are approved and public funds committed by the "sample jurisdiction" Board of Directors for construction or demolition projects. Within its scope and powers, the "sample jurisdiction" will:

- 1) Give public recognition and commendation to those parties of the Association who contributed to the success of "Plan Bulldozer" during a "disaster". Take advantage of all approvable federal reimbursement programs providing monetary assistance to affected local jurisdictions and/or federal agencies capable of concluding agreements with individual contractors. Provide as practicable and feasible such funds as can be made available to contractors for repayment of services rendered during "disaster" operations.

The "sample jurisdiction's" Attorney and Attorney's staff will provide such legal services as, in the Attorney's judgment, are required in the circumstances to facilitate the emergency remedial efforts including legal services to Association participants. Cooperate with the Association to facilitate their continued involvement and support before, during and after "disaster" operations.

ARTICLE IV – PRE-DISASTER RESPONSIBILITIES

A. It is agreed that the Association will:

- 1) Establish and provide the "sample jurisdiction", a listing of Association Officials and contractors who will be responsible for organizing and giving direction to their members in order to provide their services when a "disaster" occurs.
- 2) Establish a primary and alternate Command Center from which operations will be conducted on a twenty-four hour or on as needed basis when a "disaster" occurs. Information on the location and telephone numbers of primary and alternate Command Center sites will also be provided to the "sample jurisdiction" Emergency Preparedness Division.
- 3) Yearly, furnish to the "sample jurisdiction", a summarized listing of each participating member, their specialties along with available manpower and equipment.
- 4) Periodically, acquaint the participating contractors with the provision of this understanding and its implementing procedures.

B. The "sample jurisdiction", and in particular the Emergency Preparedness Division of the "sample jurisdiction" will:

- 1) Yearly, provide the Association with a list of the responsible officials coordinating preventative or recovery efforts and their telephone numbers.
- 2) Provide the Association with information on the "sample jurisdiction's" Emergency Operations Center's capabilities and any changes in Plan Bulldozer.
- 3) Provide the Association with information on changes in the federal disaster assistance programs.
- 4) Maintain a continuing file of available equipment and other resources.
- 5) Annual review with the Officials of the Association the provisions of this understanding and make all necessary changes to upgrade the plan.



ARTICLE V – NOTIFICATION AND OPERATING PROCEDURES

A. When a “disaster” is proclaimed by the “sample jurisdiction” President or successor, or in the absence of both, in descending order, the Disaster Preparedness Coordinator, Fire Chief that the circumstances demand assistance beyond the “sample jurisdiction’s” capabilities to handle, such official will direct, in writing, that the designated officials of the Association be notified of the need for assistance:

- 1) As soon as practicable, the Association Command Center will be established to process request for aid. In turn, the “sample jurisdiction” will collect, evaluate and prioritize all requests and disseminate them to the Association’ Command Center, in writing, from its Emergency Operations Center or any other location designated for the collect ion and processing of request.
- 2) Upon receipt of the information by the Association’ Command Center, the requests for assistance will be given to the participating contractors.
- 3) In turn, depending upon the situation, communications, will be established between the responsible “sample jurisdiction” Departments of Divisions and the participating contractor to exchange all pertinent information for the fulfillment and coordination of specific projects.
- 4) This process will continue until the crisis phase of a “disaster” has passed, as determine by the “sample jurisdiction” in writing.
- 5) After the crisis has passed, the Association will no longer need to maintain the Communications Center and all requests for construction and demolition work will be made through the normal “sample jurisdiction” contractual bidding procedures.
- 6) Any public request for repair or restoration of private property will be referred by the “sample jurisdiction” to the Association Command Center or any location they so designate.
- 7) After the termination of the crisis and as soon as practicable, the participating contractors will provide the Department or Division make the request for aid all cost information enumerated in the “Implementing Considerations” of this document.

The Association and the (sample jurisdiction) agree that this Memorandum of Understanding shall take effect on this _____ day of _____, 20__.

The Heavy Constructors Association of the Greater Kansas City Area

Chairman, Plan Bulldozer

Sample Jurisdiction

Sample Jurisdiction CEO

Sample Jurisdictional Clerk



PLAN BULLDOZER SAMPLE LOCAL RESOLUTION

"SAMPLE RESOLUTION"

Plan Bulldozer Memorandum of Understanding Resolution Number: _____

WHEREAS, Pursuant to RSMo 321.220(4), a county, city township or other recognized political jurisdiction may enter into agreements with any person, partnership, association or corporation, public or private; and

WHEREAS, The Heavy Constructors Association of Greater Kansas City Area has developed a procedure whereby officials in a time of disaster will be able to coordinate the commitment and consolidation of participating contractors’ resources in what is called “Plan Bulldozer”; and

WHEREAS, The (sample jurisdiction) desires to participate in Plan Bulldozer.

NOW, THEREFORE, BE IT RESOLVED:

1. That the President is authorized to execute a “Plan Bulldozer Memorandum of Understanding”, similar to the form in Exhibit 1 which is attached hereto
2. That the (sample jurisdiction) is directed to provide the Heavy Constructors Association of Greater Kansas City Area an executed copy of the Memorandum of Understanding

Duly passed by the (sample jurisdiction) Board of Directors this _____ day of _____.

Commissioner, City Manager, Mayor, etc. (appropriate for the jurisdiction)

ATTEST:

Sample Jurisdiction Clerk