

**Emergency Support Function 3
Public Works and Engineering**

ESF Coordinator

Grays Harbor County Division of Emergency Management

Primary Agencies

Grays Harbor County Department of Public Services

Municipal public works and utility departments

Water and sewer districts

Support Agencies

All County and Municipal departments

Grays Harbor Public Utility District

Private construction contractors and suppliers

I. INTRODUCTION

A. Purpose

The purpose of Emergency Support Function #3 (ESF#3) Public Works and Engineering is to coordinate and organize the capabilities and resources of local government to facilitate the delivery of services, technical assistance, engineering expertise, construction management, and other support services to prevent, prepare for, respond to, and/or recover from an incident of countywide significance.

B. Scope

Activities within the scope of this function include:

1. Conduct pre- and post-incident assessments of public infrastructure for structural integrity and safety.
2. Provide emergency repair of damaged infrastructure and critical facilities.
3. Remove debris and wreckage.
4. Provide technical assistance including engineering expertise, construction management, and contracting.
5. Assist in preparing Preliminary Damage Assessments and other recovery program documentation.

II. POLICIES

- A. Each unit of local government is responsible for its own public works infrastructure and has primary responsibility for incident prevention, preparedness, response, and recovery.
- B. When responding to an incident of countywide significance, Primary Agencies will develop work priorities in cooperation with local government and in coordination with Incident Command.
- C. The private sector is encouraged to participate in ESF #3 incident action planning and other planning activities as appropriate. The private sector is also a partner in the rapid restoration of infrastructure and related services.
- D. County and municipal agencies will provide services to land, roads, bridges and facilities under their respective jurisdiction. Response to private property problems will happen only when a county or municipal facility or structure is causing the problem or when life or public health is threatened, or as requested by fire services or law enforcement.
- E. Primary agencies have the right to collect for any costs incurred by its authorized representatives, contractors, and subcontractors in carrying out any necessary work on private property, including debris removal, demolition of unsafe or abandoned structures, removal of debris and wreckage, and administrative costs.

- F. Local authorities are responsible for obtaining emergency environmental waivers and legal clearances needed for disposal of materials and demolition activities for the protection of threatened public and private improvements in their respective jurisdiction.
- G. Primary and support agencies will ensure that a continuity of operations plan is in place to maintain essential services.
- H. Primary and support agencies will participate in drill and exercises to test existing plans and procedures.
- I. All Grays Harbor County and municipal agencies will maintain at the Grays Harbor County Emergency Operations Center (EOC) up-to-date contact lists on essential personnel and NIMS compliant resource typing information on their equipment.
- J. Primary and support agencies will participate in post-disaster briefings and development of an After Action Report.
- K. It is neither implied nor should it be inferred that this plan guarantees a perfect emergency or disaster response will be practical or possible. No plan can shield individuals from all events. While every reasonable effort will be made to respond to emergencies or disasters, resources, and or systems may be overwhelmed. Some events provide little or no warning to implement operational procedures and all emergency plans are dependent upon tactical execution, which may be imperfect. This plan can only be fulfilled if the situation, information exchange,

extent of actual capabilities and resources are available at the time of the incident.

III. CONCEPT OF OPERATIONS

A. General

1. The Grays Harbor County Department of Public Works is the lead agency for the coordination of public works emergency operations for the county. The Department of Public Works will send a liaison to the Grays Harbor County Emergency Operations Center (EOC) when activated and upon its request.
2. Grays Harbor County Public Works includes:
 - a. Roads Division
 - b. Engineering Division – traffic and construction engineering
 - c. Equipment Rental and Repair Division – equipment and vehicle maintenance
 - d. Utilities Division – sewer utility, solid waste and water programs
3. During a disaster event, Primary Agencies may contract for inspection services, heavy equipment and trained operators to supplement government services.

4. Primary Agencies may provide support for heavy rescue operations and may play a key role in establishing multi-purpose staging areas and command posts.
5. In major emergencies or disasters, the senior engineer/public works official working with other agency heads at the EOC or incident command post will help establish priorities for emergency engineering operations.
6. If the situation is beyond the capabilities of the local departments, additional personnel and equipment may be requested through mutual aid. Requests for state resources are made through Incident Command and the EOC.
7. Each local government and public utility district with wastewater treatment and/or drinking water systems will provide for the operation and repair of those local systems.

B. Organization

1. Each public works and engineering agency is a county or municipal agency reporting to elected representatives. Within each agency is an identified chain of command that oversees the operational portion of the agency.
2. In the event of an emergency or disaster that results in the activation of the EOC, the concepts of the National Incident Management System (NIMS) and Incident Command System (ICS) are used.

C. Procedures

1. Each organization under this ESF will follow its internal standard operating procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or incident command post as the circumstances dictate.

D. Phases of Emergency Management

1. Mitigation and Preparedness Activities
 - a. Maintain equipment in response ready condition.
 - b. Maintain current inventory of resources and typing according to NIMS resource standards and report to EOC.
 - c. Continue to train and utilize NIMS/ICS and other operational procedures to effect full utilization of resources.
 - d. Develop and maintain standard operating procedures for emergency and disaster situations.
 - e. Develop and maintain mutual aid agreements with neighboring jurisdictions.
 - f. Develop and maintain emergency and disaster response policies, plans, and guidelines/procedures.

- g. Identify critical public services and develop plans identifying repair priorities in the event any of these become damaged.

2. Response and Recovery Activities

- a. Provide a senior official to operate from the EOC or incident command post to assure coordination with other agencies, as necessary.
- b. Personnel providing emergency assistance will maintain chain of command and work within ICS.
- c. Conduct emergency engineering services as appropriate and as outlined in departmental standard operating procedures.
- d. Report hazardous conditions to the EOC and Incident Command.
- e. Maintain records and document all expenditures during the emergency or disaster and report to the EOC.

IV. RESPONSIBILITIES

A. Public Works

1. Develop and review agency standard operating procedures, resource inventories, and other operational plans.
2. Assure that all personnel are trained to appropriate NIMS/ICS level.
3. Promote attendance at training and exercise opportunities that support local/county emergency operations.
4. Obtain the required waivers and clearances as related to the ESF and as appropriate.
5. Inspect and make necessary emergency repair of mains, pump stations, treatment plants, community systems, and domestic water supply systems.
6. Conduct laboratory testing and plant operations to ensure wastewater regulation compliance.
7. Coordinate demolition and disposal of appropriately identified facilities.
8. Coordinate signage and reader-board needs with Washington State Department of Transportation.

9. Ensure the ability to mobilize personnel and equipment for construction or repair of critical infrastructure and other public facilities.
 10. Conduct emergency operations within their respective political subdivisions.
 11. Work within the guidelines of mutual aid agreements.
 12. Provide damage assessments for public facilities and infrastructure.
 13. Provide, procure and maintain equipment.
 14. Document expenditures for auditing and reimbursement purposes and report to the EOC.
 15. Identify deficiencies in plans and determine appropriate corrective action recommendations.
- B. Grays Harbor County Division of Emergency Management
1. Manage the EOC to support ICS.
 2. Act as liaison between local public works agencies and state or federal damage assessment teams, as appropriate.
 3. Maintain awareness of local mutual aid agreements.
 4. Coordinate the development of an After Action Report.
 5. Collect and coordinate damage assessment and restoration costs.

C. Support Agencies

1. Promote attendance at training and exercise opportunities that support local/county emergency operations.

V. ATTACHMENTS

- A. Typed Resource Definitions, Public Works Resources, May 2005
- B. List of Grays Harbor County Water and Sewer Districts
- C. Maps of critical infrastructure