

DEBRIS MANAGEMENT

EMERGENCY SUPPORT FUNCTION 20

(ESF 20)

Primary Agency: Lake County Public Works Department, Solid Waste Division

Support Agency: Municipalities
Debris Contractors

I. INTRODUCTION

The purpose of this ESF is to assign responsibility for the management of debris removal and disposal necessary during disaster situations.

The Public Works Department operates a Class I Landfill (specifically the Phase II Landfill) at its facility.

Landfill operation requirements (62-701.500(1), FAC).

II. CONTINGENCY OPERATIONS FOR EMERGENCIES

The Lake County Solid Waste Management Facility is the only Class I disposal facility within Lake County. Contingency operations in case of fire, etc. would continue onsite.

Lake County has a contract with a disaster recovery consultant who is called immediately once it is deemed that their services are needed. They are required to provide a collection and debris site monitoring service as well as coordinate and manage all storm debris management activities in Lake County in accordance with the Federal Emergency Management Agency (FEMA). Consultant shall manage/monitor disaster debris recovery to include project management/process oversight, collection monitoring, load ticket management/development, disposal site monitoring, payment monitoring, public information assistance, data reporting, and other related services.

A. Pre-Event Start-up Procedures

After a disaster occurs, the consultant will report to the Emergency Operations Center, or other place as designated by the County's Notice to Proceed. Once the consultant arrives, they will perform the following tasks:

1. Meet with County staff to establish immediate priorities.
2. Activate pre-positioned contacts for debris removal and disposal
3. Notify all key personnel, i.e. debris contractors, consultant, staff, etc., of meeting times and locations to begin response operations.
4. Distribute letters/passes to key staff that need to report immediately following the disaster event, allowing them to commute to designated meeting points.
5. Discuss and evaluate potential debris staging and recovery sites (TDSR).
6. Commence contacting consultant's trained monitors who have previously worked with Florida disaster recovery projects, to determine eligibility.
7. Obtain a copy of the County's current debris contractor/hauling contract to fully understand the terms and conditions.

B. Post-Event Start-up Procedures

1. The consultant shall begin the following tasks immediately after it is safe to commence response and recovery operations:
 - a. Implement the County's Debris Management Plan
 - b. Implement the County's Public Information Plan
 - c. Implement the cost tracking system
 - d. Meeting with the County's debris contractor(s) to establish a time and place for daily meetings, number and type of resources (trucks, loaders, etc.) available, zones, daily operation start and completion times, a process for truck certifications, process for assigning monitors to crews and review and discuss critical terms and conditions of the debris hauling contractors prior to beginning field operations.
 - e. Print and distribute copies of zone maps for use in tracking the roads completed each day.

- f. Develop and distribute contact lists to the County, consultant, debris contractor, FEMA representative, and other staff critical to the response recovery effort.
- g. Schedule and train Collection and Site Monitors on relevant policies and procedures.
- h. Prepare the consultant load ticket database by uploading road database (identifying county roads, FHWA On-System, and FHWA Off-System roads).

III. Consultant's Daily Operations

The consultant shall certify all debris contractor trucks prior to allowing trucks to collect debris. All trucks will be inspected by staff experienced in truck certification for cubic yardage capacity in accordance with FEMA guidelines. All truck certifications will take place at the staging location.

Consultant's collection monitors arrive at the staging location approximately 45 minutes prior to the start of field operations at which time collection monitors will be (a) debriefed by the Collection Manager or field supervisors on relevant issues, (b) receive safety gear, (c) receive debris tickets and map books.

At the close of operations each day, all collection and disposal monitors will report back to the staging area to (a) turn in all completed tickets, (b) update the master map book showing street areas cleared of debris on that particular day, and (c) report any inconsistencies or problems that occurred that day.

(Specifics on the Debris Contracts are available in Lake County's Procurement Office)

A. Debris Contractor

The contractor shall be capable of assembling, directing, and managing a workforce that can be fully operational in a maximum of seventy-two (72) hours, or sooner dependent upon the extent of the disaster. Operations must begin within 24 hours of notification by the County.

Their services shall include multiple, scheduled passes of each site, location or right of way. The County shall prescribe the specific procedures in accordance with the FEMA guidelines to be used after ascertaining the scope and nature of the disaster's impacts.

The contractor shall be responsible for the proper, lawful disposal of all debris and debris reduction by-products handled or transported. He shall provide the name and address of each disposal facility to be used to the County along with the name and telephone number of a responsible party

for each facility, prior to commencing the work. The Contractor shall not use any disposal facility without consent in writing of the Manager of Solid Waste Division, Lake County Public Works Department.

The contractor shall be responsible for removal of debris up to the point where debris can only be described as light litter and additional collection can only be accomplished through sweeping and raking. In addition to the debris stored on the right of way as a result of road clearing, the County will direct residents to place debris in segregated piles along the right of way. The contractor may be required to segregate the debris, collect the different waste materials in separate vehicles and dispose of the different wastes at separate facilities as directed by the County.

B. Start-up Procedures

Contractor will send a management team to the EOC or other place designated in the County's notice to proceed, within 8 hours of receiving the Notice to Proceed, to begin planning for the operations and mobilization of the personnel and equipment necessary to perform the work. The Notice to Proceed shall be issued by the Chairman of the Board of County Commissioners. The contractor will then perform the following tasks:

1. Meet with County staff to establish immediate priorities.
2. Activate pre-positioned sub-contracts for debris removal and disposal.
3. Notify all key personnel, i.e., debris sub-contractors, contractor staff, etc., of meeting times and location to begin response operations.
4. Distribute letters/passes to key staff that need to report immediately following the disaster event, allowing them to commute to designated meeting points.
5. Assist in the evaluation and selection of the Temporary Debris Staging and Recovery (TDSR) sites which shall be utilized solely for the temporary storage of clean woody debris and construction and demolition materials.
6. Assist in the evaluation and selection of homeowner drop-off sites for debris.
7. Assist the County in damage assessment.

C. Commencement of Response and Recovery Operations

1. Implement the County Debris Management Plan as directed.
2. Meet with the County's Debris Monitor to establish a time and place for daily meetings, number and type of resources, (trucks, loaders, etc) available, zones, daily operation start and completion times, a process for truck certifications, process for assigning monitors to crews, and review and discuss critical terms and conditions of the debris hauling contracts prior to beginning field operations.
3. Print and distribute copies of zone maps for use in tracking the roads completed each day.
4. Develop and distribute contact lists to the County, contractor, Debris Monitor, FEMA representative, and other staff critical to the response and recovery effort.
5. Operate the TDSR sites and only permit contractor vehicles and others specifically authorized by the County on site, and operate homeowner drop-off sites and remove the debris from those sites in a timely manner to facilitate access by homeowners.

(Specifics on the Debris Contracts are available in Lake County's Procurement Office).