

ANNEX I

PUBLIC WORKS

I. PURPOSE

This annex will organize the public works resources of the City of Rolla to enable the city to repair and restore essential public facilities and services (including private utilities), remove debris, inspect damaged structures, as well as perform numerous other tasks essential to an effective emergency response.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Public Works services are provided through the Rolla Public Works Department. Public works resources are identified in Appendix 2 to this Annex.
2. Rolla Municipal Utilities serves residents with water and electric.
3. The critical systems that generally comprise public works are potential targets for terrorists (i.e., electrical systems, power stations, reservoirs, water plants, etc.). For further information regarding targets and other terrorism information, see Annex N.
4. "Public Works," for the purposes of this plan, refers to electric, natural gas, water, streets/roads, bridges, sewer, sanitation and telephone service.

B. Assumptions

1. When a major disaster occurs, local public works department(s) may not have adequate resources to deal with all potential problems immediately, and will have to assign tasks on a priority basis.
2. Private resources are available in the city to assist in public works activities.
3. Outside assistance (state and federal) will respond when called upon but their ability to react may be limited.

III. CONCEPT OF OPERATIONS

NOTE: The time frame for performing these actions is listed in parentheses.

- A. City public works services and private utilities will assist with a variety of public works activities to include: debris removal, damage assessment, structural evaluations, emergency repairs to essential public works facilities, the stabilizing or demolishing of

structures to reduce hazards, and the provision of water for human health needs and firefighting. (RESPONSE and RECOVERY)

- B. During an emergency, the Public Works Coordinator will coordinate public works activities from the EOC and maintain contact with the on-scene commander (See Appendix 3 to the Basic Plan, Emergency Classification and Control Procedures). (RESPONSE and RECOVERY)
- C. Following any disaster, the public works section will be a major participant in the damage assessment activities described in Annex D. (RECOVERY)
- D. Personnel trained under the Structural Assessment and Visual Evaluation (SAVE) program (see Chapter 49 RSMo) can assist local jurisdictions and local building inspectors to provide essential demolition, cleanup or other related services and determine whether buildings affected by the disaster have not sustained serious damage and may be occupied, must be vacated temporarily, or should be demolished. (RECOVERY)
- E. The public works personnel and equipment will be used for heavy rescue operations. They will coordinate their efforts with the Fire and Rescue operations. (RESPONSE and RECOVERY)
- F. Architects, professional engineers, construction contractors, equipment dealers and other owners and operators of construction equipment should be contacted for the possible use of their services and equipment. See Appendix 3 to Annex G for additional resource lists. (RESPONSE and RECOVERY)
- G. Critical public works systems (i.e., water, electric, gas, telephone, etc.) could be potential targets for terrorists. These facilities must have plans and procedures in place to monitor, protect, and maintain essential operations in order to protect life and property as well as bring about a prompt recovery. See Annex E, Appendix 4, Attachment A for further terrorism information. (PREPAREDNESS, RESPONSE, and RECOVERY)
- H. In order to begin the recovery process while preserving evidence following a terrorism incident, debris at the disaster site may have to be transported to and analyzed at another location. Response and recovery operations may be complicated and delayed if the debris is contaminated. (RECOVERY)
- I. In the event of a hazardous materials incident, the Public Works Department will assist the Incident Commander or the EOC staff as needed. It is recommended that Public Works personnel receive, at a minimum, awareness level hazardous materials training. See Annex H for additional information. (RESPONSE and RECOVERY)

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

A diagram of the Public Works function is shown in Appendix 1 to this Annex.

B. Responsibilities

1. The following individuals/departments have the primary responsibility to coordinate Public Works in their jurisdiction:
 - a. The Public Works Director will be responsible for the public works activities in the City of Rolla
2. The Public Works Coordinator has the following specific tasks:
 - a. Develop/maintain SOGs that address public works responsibilities and needs.
 - b. Maintain resource list of equipment, personnel, etc. (see Appendix 2).
 - c. Establish agreements of understanding with area architects, engineers, construction contractors, equipment dealers and other private resources that can support public works operations.
 - d. Provide training for public works personnel (i.e., hazardous materials, etc.).
 - e. Provide for debris removal.
 - f. Establish a potable water supply for use in an emergency.
 - g. Provide for emergency road and bridge repairs, close roads, establish detours, and construct barricades.
 - h. Provide sanitation services or coordinate with private contractors that provide this service.
 - i. Take steps to protect the water supply and sewage system if threatened (i.e., hazardous materials incident). Actions may include constructing dikes to contain runoff from hazardous materials and increasing security measures (erecting fencing and installing video surveillance equipment) at critical public works facilities.
 - j. Assist with search and heavy rescue operations as required under the direction of the Fire and Rescue Coordinator.
 - k. Conduct damage assessments for roads, bridges, etc., and report information to the Damage Assessment Coordinator.

- l. Coordinate restoration of utility services, especially for critical and essential facilities.
 - m. Participate in cleanup and recovery operations.
 - n. Inspect, designate, and demolish hazardous structures.
 - o. Drain flooded areas where necessary.
 - p. Following an earthquake, determine the safety of: emergency operations facilities (EOC), public shelters, and evacuation routes (including airstrips/airports).
3. The private utility companies (see Appendix 3 to this Annex) are responsible for the direction and control of the services they provide to their customers. These companies are not under the day-to-day control of the city government. Specific tasks include:
- a. Coordinate response activities with the Public Works Coordinator (EOC Direction and Control staff) regarding restoration of services.
 - b. Make repairs and restore services as soon as possible.
 - c. Support Resource and Supply with equipment, personnel, etc., as appropriate.

V. DIRECTION AND CONTROL

- A. All Public Works personnel will be coordinated and assigned by the Public Works Director.
- B. The Public Works Coordinator should locate to the EOC and operate from there. In reality, the Director of the Public Works department controls and participates in operations on-site rather than from the EOC. However, he/she must at all times remain in contact with the EOC and report regularly on their activities to the officials there.
- C. Outside resources will be under the direct control of their own supervisors, but will be deployed by the EOC and assigned tasks by the onsite commanders.

VI. CONTINUITY OF GOVERNMENT

- A. Line of Succession - Public Works Coordinator
 - 1. City of Rolla
 - a. Public Works Director
 - b. Assistant to the Public Works Director

c. Superintendent of Streets

B. Emergency operations for the City of Rolla will be conducted from the EOC. If the EOC becomes inoperable or unusable, an alternate EOC would be utilized (see Annex A, Direction and Control).

VII. ADMINISTRATION AND LOGISTICS

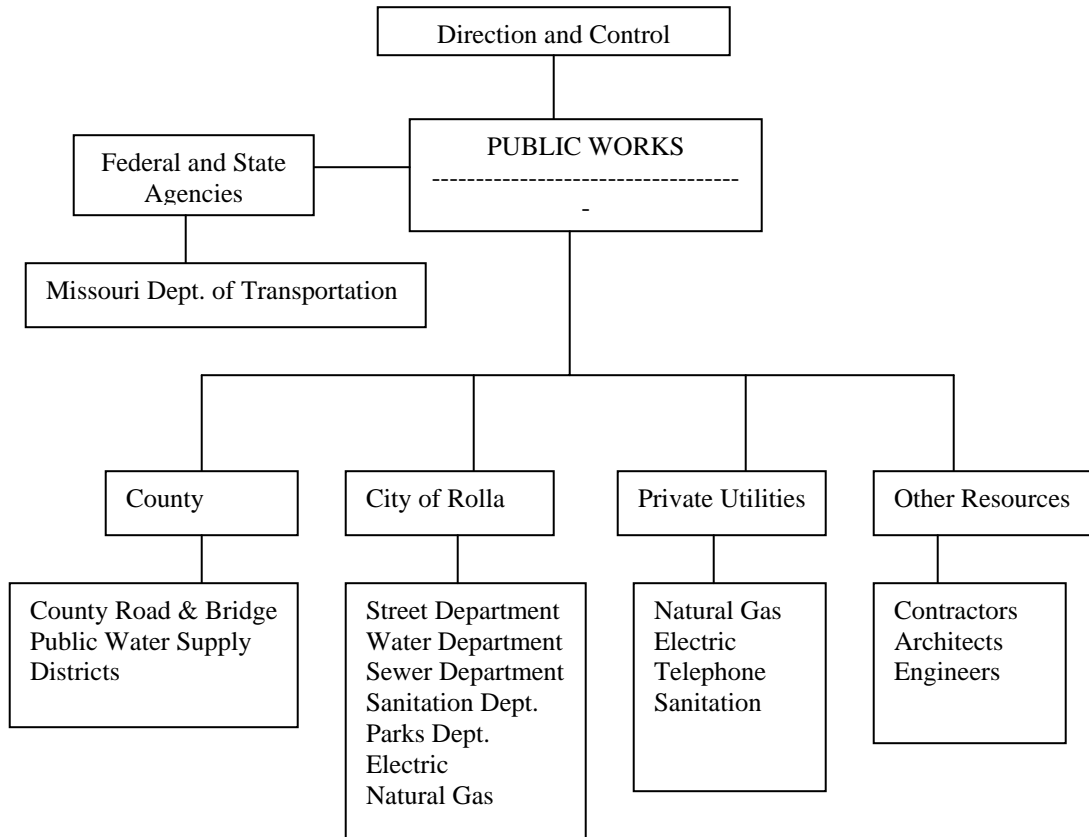
A. Overall administration of public works services will be by normal day-to-day procedures. Any deviation from normal procedures must have approval of the chief elected official (i.e., hiring outside contractors, emergency supply purchases, etc.).

B. Public works services must provide necessary logistical support for food, emergency power, fuel, etc., for response personnel during emergency operations. The Resource and Supply Coordinator (Annex G) will assist with supply matters.

APPENDICES

1. Public Works Diagram
2. Public Works Resources
3. SOG for Emergency Repairs

PUBLIC WORKS DIAGRAM



Appendix 2 to Annex I

PUBLIC WORKS RESOURCES

- A. Rolla Public Works Services
 - Rolla Municipal Utilities (water & electricity)..... 364-1572
 - Sewer..... 364-8659
 - Streets..... 364-8659
 - Parks & Recreation 364-4278
 - Sanitation..... 364-6693

- B. Phelps County Road and Bridge Department
 - 1. Districts - The County Road and Bridge Department is divided into two districts: First District and Second District. These Districts are responsible for maintaining the roads and bridges in the unincorporated areas of Phelps County.

First District 364-3864
Second District..... 435-9228
 - 2. Equipment - Each Road and Bridge district has a maintenance shed. All public works equipment is kept at these two locations. An equipment inventory is kept on file with each district as well as with the County Clerk’s Office.
 - 3. Communications - Most all the public works vehicles are radio equipped. A radio base station is located at each maintenance shed.
 - 4. Personnel - Call-up procedures will be as discussed in Appendix 3 to the Basic Plan and Appendix 2 to Annex A.

- C. Public Water Supply Districts (PWSD)
 - Phelps County Rural Water Supply District No. 1 435-6720
 - Phelps County Rural Water Supply District No. 2 364-8790
 - Phelps County Rural Water Supply District No. 4 364-1660

- D. St. James Public Works Services
 - Municipal Utilities 265-7011
 - Water/Sewer Office, 200 N. Bourbeuse 265-7013
 - Sewage Treatment Plant, W. Springfield..... 265-3865
 - Streets/Sanitation, E. Springfield..... 265-8713
 - Parks & Recreation, W. Springfield 265-6939

- E. Newburg Public Works Services - 2nd & Main..... 762-2315

Water/Sewer
Streets

F. Doolittle Public Works Services - 380 Eisenhower..... 762-2601

Water/Sewer
Streets

G. Edgar Spring Public Works Services - 555 Broadway 435-6334

Water/Sewer
Streets

H. Electric

1. City of Rolla Municipal Utilities 364-1572

2. AmerenUE
Customer Service 800-552-7583

3. Intercounty Electric..... 368-3010

4. Show-Me Power Corp.....417-468-2615

5. Gascosage Electric 759-7146

I. Telephone

1. Verizon..... 1-800-483-3737

2. Sprint..... 341-0420

3. Southwestern Bell..... 364-4617

4. McLeod USA 1-800-333-4059

5. AT & T..... 1-800-222-3000

6. Fidelity Communications..... 426-5000

7. Century Tel 1-800-824-2877

J. Sanitation Services (Trash Hauling)

1. City of Rolla Sanitation 364-6693

2. Lane Sanitation 759-2626

3. City of St. James Streets/Sanitation, E. Springfield 265-8713

4. Waste Corporation of America - Rolla 762-2149
5. County Trash Service - Rolla..... 341-2190

SOG FOR EMERGENCY REPAIRS

- A. The public works organization will have its own specialized priorities for emergency repairs. Part B below consists of general guidelines for such repairs following a disaster.
- B. Guidelines:
 - 1. Clear debris and make repairs to roads and bridges that are impeding rescue crews and equipment (lifesaving).
 - 2. Restore services to critical and essential facilities (EOC, nursing homes, hospital, temporary shelters, etc.).
 - 3. Repair roads and bridges which have isolated people.
 - 4. Restore services to schools and businesses.
 - 5. Make any necessary repairs to expedite recovery.
- C. **THESE ARE JUST GENERAL GUIDELINES. EACH DISASTER WILL HAVE A DIFFERENT SET OF CIRCUMSTANCES SO EACH PROBLEM MUST BE CONSIDERED ON A CASE-BY-CASE BASIS AND PRIORITIES ESTABLISHED AT THAT TIME.**