

EMERGENCY SUPPORT FUNCTION #3

PUBLIC WORKS AND ENGINEERING

ESF COORDINATOR: Public Works Director

LEAD AGENCIES: Public Works Department
Community and Economic Services

SUPPORT AGENCIES: Emergency Operations Center
Fire Department
King County Emergency Coordination Center
Police Department
Washington State Emergency Management Division
Zone 1 Emergency Coordinator

I. INTRODUCTION

A. Purpose

The purpose of this ESF is to provide for the coordination and organization of capabilities and resources to ensure the delivery of services, technical assistance and evaluation, engineering expertise, construction management, coordination with utility providers for emergency repair of water and wastewater treatment facilities, in consultation with Utility Providers, distribution for emergency potable water and ice, debris removal, emergency power and other support to prevent, prepare for, respond to and recover from natural and man-made disasters within the City of Snoqualmie (City).

B. Scope

This ESF addresses necessary public works and community development activities including, but not limited to:

1. Damage assessment
2. Debris and wreckage clearance
3. Coordinating with local water and sewer purveyors
4. Coordination of water and wastewater services
5. Temporary repair of essential facilities
6. Inspection of facilities for structural condition and safety
7. Emergency permitting and inspections
8. Demolition of unsafe structures
9. Emergency contracting to support public health and safety, such as providing for debris removal, potable water, ice, and power
10. Provision of basic sanitation support excluding portable sanitation facilities.

C. Situation

1. In a public emergency, damage to public works and engineered systems may be significant. Structures may be destroyed or severely weakened. Homes, public

buildings, and other facilities may have to be reinforced or demolished to ensure safety. Public utilities may be damaged and be partially- or fully-inoperable.

2. Debris may make streets and highways impassable. A public emergency may affect the lives of many local response personnel and their facilities and prevent them from performing their prescribed emergency duties. Similarly, equipment in the immediate emergency area may be damaged or inaccessible. Sufficient resources may not be available to local agencies to meet emergency requirements. Federal and/or private assistance may be required to identify and deploy resources from outside the affected area to ensure a timely, coordinated effective response.

D. Assumptions

1. A public emergency occurring within the region will have a negative impact on the transportation network
2. A public emergency within or adjacent to the City has the potential to cause loss of life, property, and/or disruption of normal life support.
3. The City may be heavily dependent on outside agency assistance in order to repair significant damage to infrastructure within the City, including water, sewer, gas, electricity, and other critical infrastructure systems.
4. Infrastructure damage and communications disruptions will inhibit efficient coordination of transportation support during the immediate and post-disaster period.
5. Initial damage reports may be fragmented and provide an incomplete picture concerning the extent of damage to critical infrastructure.
6. Access to emergency areas will be dependent upon the reestablishment of ground and water routes. In many locations, debris clearance for access and emergency road repairs will be given top priority to support immediate lifesaving emergency response activities.
7. To minimize threats to public health, emergency environmental waivers and legal clearances will be needed to dispose of emergency debris and materials from demolition activities. Under federal regulations, local authorities are responsible for obtaining required waivers and clearances. Federal agencies are responsible for complying with appropriate federal environmental and historic preservation statutes.
8. Construction equipment and materials and significant numbers of personnel having engineering and construction skills might be required from outside the disaster area. Primary agencies and support agencies will perform tasks under their own authorities, as applicable.
9. With the loss of essential public services, basic needs such as refrigeration, electrical power, and water may be lost. Expedient temporary means to provide power to predetermined facilities, water, and ice supplies must be coordinated by Public Works.
10. In terrorist incidents, including Weapons of Mass Destruction (WMD), response leadership functions will be taken on by the Federal Government, specifically those related to assuming control during debris removal operations in the National Response Framework.

11. The City may be heavily dependent on outside agency and vendor assistance in order to repair significant damage to systems supported by Public Works and Engineering.
12. Response time will likely be slowed. Primary and Support departments are often “first responders” for transportation incidents, power outages, water main breaks, landslides, and other frequent and typical emergencies. The need to conduct “field size-ups” after a disaster event will slow a department’s initial response. Faced with requests for services routed through the EOC as well as other potentially competing demands for assistance, department control centers will need to prioritize disaster response efforts. Department response to lower priority requests, therefore, may be substantially delayed.

E. Policies

1. All activities within ESF 3 – Public Works and Engineering will be conducted in accordance with the National Incident Management System (NIMS) and the National Response Framework (NRF) and will utilize the Incident Command System (ICS).
2. It is the policy of the City to provide public works services to lands and facilities under City jurisdiction. Other services to private property, such as debris collection or fee adjustments, may be offered at the request of the City Council.
3. Permitting fees and normal inspection procedures will stay in effect following a disaster unless otherwise directed by the City Council.
4. The City may collect for any costs incurred by its authorized representatives, contractors, and sub-contractors in carrying out any necessary work on property needed to protect public health and safety, including debris removal, demolition of unsafe or abandoned structures, removal of debris and wreckage, and administration costs. The collection of these costs and penalties may include billing the owner or placing a lien on the property and withholding further permits to the permittee or property until the penalties are paid.
5. It is the policy of the City to utilize the inspection guidance in the Applied Technology Council - ATC-20-1, the field manual for post-earthquake safety evaluation of buildings, to survey damaged buildings for safety.
6. City departments, under an Emergency Proclamation, may need the authority to go on private property to evaluate and repair utilities that jeopardize the integrity of public and private property or threaten public health or the environment.
7. Assistance may be obtained from the private sector at cost as provided for by RCW 38.52.390.
8. As a signatory of the King County Regional Disaster Framework and through local mutual aid agreements, the City will make resources available to other jurisdictions through the Z1 EC and KC ECC, whenever possible.

II. CONCEPT OF OPERATIONS

A. General

1. The Incident Command System (ICS) will be used by all City staff assigned to field operations, Public Works Department (PW), Police, Fire, Building Officials, etc.
2. The Incident Commander (IC) will provide regular status reports to the Emergency Operations Center (EOC).
3. A major emergency or disaster may cause extensive damage to property and the 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. Debris may make streets and highways impassable. Public utilities may be damaged or be partially or fully inoperable.
4. Access to the 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.
5. Rapid damage assessment of the disaster area will be required to determine potential workload. These may take hours or even years to fully repair.
6. The City will coordinate, as appropriate, with jurisdictions within Zone 1 through the Zone 1 Emergency Management Coordinator (Z1 EC); King County Emergency Coordination Center (KCECC), and the Washington State Emergency Management Division (WA EMD) to ensure expeditious resolutions to transportation issues resulting from an emergency or disaster.
7. Water and wastewater services are provided by special districts through franchise agreements. During an emergency or disaster, the reestablishment of services will be the responsibility of the service provider. However, the City will assist with efforts within the City as resources allow.

B. Organization

1. The City's PW is the lead agency for coordination of public works activities within this ESF. The Building Department is the lead agency for the permitting and building safety activities with this ESF.
2. The City's staff will be mobilized on a case-by-case basis. This will normally be done by telephone or pager through the department's notification procedures. As communication systems may fail in a major event, PW staff should report to work as soon as possible following obvious major disasters regardless of whether they have been notified.
4. Any site designated by the Incident Commander (IC) may serve as any of the six (6) ICS facilities: incident command post, staging area, and base camp, helibase or helispot, or in any other functional capacity appropriate for the situation.
5. Area command will be utilized when multiple department/agencies are conducting field operations.
6. Communications between the Incident Commander and the EOC will be through established channels. (See ESF #2 - Communications)
7. The Director of PW and Building Official or their designees will report to the EOC to provide direction and control for department resources and coordination with the EOC.

8. Department personnel will operate according to departmental standard operating procedures (SOPs) and by exercising reasonable personal judgment when unusual or unanticipated situations arise and command guidance is not available.
9. Significant numbers of personnel with engineering and construction skills along with construction equipment and materials may be required from outside the disaster area.
10. The City may utilize volunteer emergency workers to assist with response efforts in accordance with WAC 118-04.
11. Assistance from the County, State, and Federal governments may be needed to clear debris, perform damage assessments, structural evaluations, make emergency repairs to essential public facilities, reduce hazards by stabilizing or demolishing structures, and provide emergency water for human health needs and firefighting.
12. Resources or public works assistance may be available through existing mutual aid agreements and/or contracts through private businesses within the City.
13. Additional resources may be available from regional, County, State and Federal agencies. When necessary, the EOC will submit requests for additional resources to the Zone 1 Emergency Coordinator (Z1 EC), the King County Emergency Coordination Center (KC ECC), or directly to the Washington Emergency Management Division (WA EMD).
14. 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.
15. Aftershocks will require re-evaluation of previously assessed structures and damages.

C. Actions

1. Preparedness

- a) Coordination with Emergency Management (ESF 5) to assess potential damage, loss of functionality of essential facilities and volume of debris (by category) to scale mission requirements for each function under ESF 3.
- b) Conduct planning with other Public Works and Utility agencies and other emergency support functions to refine Public Works and Engineering operations.
- c) Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.
- d) Manage inventory of equipment and other pre-designated assets that are essential to meeting the engineering and public works obligations.
- e) Maintain a list of Public Works assets that can be deployed during an emergency; refer to the NIMS Resource Typing in organizing these resources if applicable.
- f) Assign and schedule sufficient personnel to implement public works tasks for an extended period.
- g) Conduct vulnerability analysis at critical facilities and make recommendation to improve the physical security.
- h) Ensure lead agency personnel are trained in their responsibilities and duties.
- i) Develop and implement emergency response and transportation strategies.

- j) Develop and present training courses for personnel.
- k) Maintain liaison with support agencies.
- l) Conduct All Hazards exercises involving Public Works functions.

2. Response

- a) Coordinate operations at the Snoqualmie EOC and/or at other locations as required.
- b) Establish and maintain of a system to support on-scene direction/control and coordination with the EOC, King County ECC, State EOC, or other coordination entities as appropriate.
- c) Coordinate with support agencies to develop, prioritize and implement strategies for the initial response to EOC requests.
- d) Establish communications with appropriate field personnel to ensure readiness for timely response.
- e) Evaluate and task the public works and engineering requests for threatened and/or impacted areas, Implement Disaster Assessment Teams to determine post-event effect on emergency services, functional group resources and the ability to perform Continuity of Operations for essential functions.
- f) Participate in EOC briefings, development of Incident Action Plans and Situation Reports, and meetings.
- g) Coordinate with support agencies, as needed, to support emergency activities.
- h) Coordinate with other jurisdictions to obtain resources and facilitate an effective emergency response among all participating agencies, (If the EOC is activated this will be managed through the EOC).
- i) Monitor and direct communication resources and response activities to include pre-positioning for response/relocation due to the potential impact(s) of the emergency.
- j) Maintain a list of construction contractors and engineering firms that regularly assist the City.
- k) Prioritize and implement emergency clearing of debris from transportation routes to provide access for emergency response personnel, equipment and supplies in areas affected by an emergency or disaster.
- l) Provide trained personnel/crews to restore services and/or repair assets.
- m) Provide equipment and trained personnel to perform debris clearance.
- n) Provide heavy equipment and trained operators to perform work.
- o) Arrange for contracting with design or engineering professionals, contractor and equipment suppliers to augment/replace critical goods and services.

3. Recovery

The City Administrator may appoint a Recovery Coordinator to manage the City's recovery process and a Recovery Task Force made up of City staff and representatives from key organizations and community groups who have a vested interest in the community's recovery to assist in the recovery process and advise on matters related to recovery. The Recovery Task Force will be dynamic in nature, with involved personnel changing as projects and needs change. The duty of Recovery Coordinator may also be assigned to varying personnel as needed and appropriate. The Public Works Director, who may also be assigned as the

Recovery Coordinator, will advise on all things that pertain to the public works function.

4. Mitigation

Mitigation activities for this ESF are covered in the City of Snoqualmie Hazard Mitigation Plan.

III. RESPONSIBILITIES

A. Lead Agencies

1. Public Works Department

- a) Maintain operation of the public, utilities and street systems.
- b) Coordinate with local water and sewer purveyors as appropriate to identify and resolve issues where regional and local facility operations could affect one another. The department will communicate health and environmental hazards to the EOC and other appropriate agencies.
- c) Provide damage assessment of PW facilities, utility systems, transportation routes and essential city-owned buildings. The department will provide for emergency repair and restoration of city owned facilities.
- d) Provide debris removal, emergency protective measures, emergency temporary repairs and/construction to:
 - a. Maintain passable vehicular circulation on priority routes.
 - b. Control flooding on public drainage ways or resulting from the failure of public drainage ways.
 - c. Mitigate damage to public utilities.
 - d. Mitigate damage to any facility, public or private, resulting from the failure of public utilities.
- f) Coordinate with private utility companies and other private and public organizations responsible for electricity, natural gas, telephone and solid waste collection services to ensure all response and recovery operations within the City are done in an efficient and effective manner.
- g) Coordinate the containment and recovery efforts of leaks and spills that are determined to be of a non-emergent nature: i.e. oil sheen on waterways, diesel spills on roadways and parking lots. The Fire Department will coordinate efforts that are determined to be of an emergency nature (i.e. hazards to life or property).
- h) Perform and/or contract for major recovery work as appropriate for city-owned buildings and Public Works infrastructure.
- i) Provide expertise and recommendations for stability of slopes and sensitive areas.
- j) Coordinate all operations and resources in the field from the incident command post during response and recovery efforts.
- k) Provide personnel to operate back-up communication equipment from the EOC when requested by the EOC Coordinator or anytime it is necessary to

supplement regular communications capabilities to provide for the coordination and/or allocation of resources.

B. Support Agencies

1. Emergency Operations Center
 - a) Request assistance, as appropriate, from multi-aid partners, Z1 EC, KC ECC, and WA EMD.
 - b) Coordinate incoming resources with the supplies' jurisdiction and incident command post.
 - c) Record information provided by the Incident Commander.
 - d) Track all information during response and recovery, including but not limited to, resources requested and received, expenses, and damages to report to KC ECC and WA EMD for possible disaster assistance.
 - e) Provide assistance to field activities as needed.

2. Building Official
 - a) Support initial inspection of structural conditions and safety as requested.
 - b) Provide building inspections of public and private buildings as requested.
 - c) Provide enforcement actions: closing buildings, limiting entry, etc.
 - d) Coordinate with the EOC and Public Information Officer on warnings, closures, and other public information.
 - e) Provide expertise and recommendations for reconstruction, demolition and mitigation during the recovery period including stability of slopes and sensitive areas.
 - f) Provide for the demolition of damaged and/or abandoned structures posing a threat to human safety.
 - g) Assess and make recommendations for environmental damage to streams, bluffs, shorelines, and river banks.
 - h) Review repair, reconstruction and replacement of structures for compliance with building, land use, and environmental regulations.
 - i) Where necessary and appropriate, issue emergency permits to protect threatened public and private improvements.
 - j) Document damages and costs.
 - k) Maintain a listing of construction contractors and engineering consulting firms with active contracts who would be available to assist with infrastructure repairs.
 - l) Maintains an alternate list of contractors and engineers who do not have active Jurisdiction contracts, but who have expressed interest in assisting.

3. Parks Department
 - a) Appropriate staff will be assigned to Public Works Maintenance Division to provide support when requested.
 - b) Identify appropriate staging areas as needed.
 - c) Coordinate shelter, food and support for incoming resource teams.

4. Fire Department
 - a) Provide support in establishing on-scene command posts.

- b) Provide support in evacuation operations of citizens as appropriate.
 - c) Provide support to Public Works for non-hazardous spills or leaks.
 - d) Provide emergency building shoring.
5. Police Department
- a) Provide lead and support in evacuation operations as appropriate.
 - b) Provide assistance in implementing road closures, traffic control, and detours for roadways.
 - c) Provide perimeter control due to unsafe conditions.
6. Zone 1 Emergency Management Coordinator (EMC)
- a) Coordinate incoming requests for resources from jurisdictions within Zone 1.
 - b) Facilitate the acquisition and coordination of additional resources through KC ECC and WA EMD.
7. KC ECC
- a) Upon request, King County and other municipalities may provide coordination of county Public Work resources to provide support when local jurisdictions have exhausted their resources.
 - b) The KC ECC coordinates requests for resources to the state.
8. WA EMD
- a) Provide coordination of State resources to provide support when local jurisdictions, as appropriate, when all local, regional and county resources have been expended.
 - b) Facilitate the requisition of resources from other states through the Emergency Management Assistance Compact (EMAC).
 - c) Request and coordinate Federal resources through the Federal Emergency Management Agency (FEMA).
9. Private
- a) The Associated General Contractors of America, under "Plan Bulldozer" provide inspection services, heavy equipment, and trained operators to supplement local and state emergency engineering efforts. State and local government may contract with the Associated General Contractors of America to provide inspection services, heavy equipment and trained operators to supplement emergency engineering efforts under "Plan Bulldozer." During the time "Plan Bulldozer" is in use, operations will be performed at cost under a disaster relief contract. (Reference Washington State Comprehensive Emergency Management Plan.)

IV. APPENDICES

A. Public Works Checklist

B. Damage Assessment

V. REFERENCES

- A. National Response Framework**
- B. National Incident Management System**
- C. Washington State Comprehensive Emergency Management Plan**
- D. King County Regional Disaster Framework**
- E. Applied Technology Council - ATC-20-1**
- F. RCW 38.52**
- G. WAC 118**

APPENDIX A
PUBLIC WORKS CHECKLIST

A. PRE-PLANNING

1. ____ Identify evacuation and damage assessment routes.
2. ____ Recommend maps.
3. ____ Write SOPs for hazardous material response.
4. ____ Maintain minimum inventories:
 - a) Barricades
 - b) Portable sign stops
 - c) Traffic cones
 - d) Sand and rock
 - e) Sandbags
5. ____ Develop lists of outside resources that might be utilized.
6. ____ Train personnel in damage assessment.
7. ____ Develop lists of resources.
8. ____ Participate in emergency planning and exercises.

B. EMERGENCY PERIOD - PUBLIC WORKS

1. ____ Alert key personnel.
2. ____ Provide damage assessment with Fire Department.
3. ____ Placard structures as appropriate.
4. ____ Determine integrity of pre-selected evacuation routes.
5. ____ Clear routes of debris and wreckage.
6. ____ Provide barricades and assist with roadblocks.

7. ____ Support other services with:
 - a) Heavy rescue equipment
 - b) Personnel
 - c) Other assistance, as required

8. ____ In the event of a Hazardous Materials incident:
 - a) Coordinate with the Fire Department on the containment and recovery efforts of leaks and spills that are determined to be of a non-emergent nature: i.e. oil sheen on waterways, diesel spills on roadways and parking lots.
 - b) Provide dirt, sand or shavings to absorb liquid materials, as required.

9. ____ Document costs.

C. COMMUNITY SERVICES AND ECONOMIC DEVELOPMENT

1. ____ Alert key personnel.
2. ____ Support initial inspection of structural conditions and safety as requested.
3. ____ Provide public and private buildings inspections as requested.
4. ____ Provide planners and technical staff to support fire and public works, with assessment, mapping and technical support.
5. ____ Provide enforcement actions: closing buildings, limiting entry, etc.
6. ____ Provide engineering services and perform/contract for major recovery work, as appropriate.
7. ____ Coordinate with the EOC and Public Information Officer on warnings, closures, and other public information.
8. ____ Provide expertise and recommendations for reconstruction, demolition and mitigation during the recovery period including stability of slopes and sensitive areas.
9. ____ Provide for the demolition of damaged and/or abandoned structures posing a threat to human safety.

10. _____ Assess and make recommendations for environmental damage to streams, bluffs, shorelines, and river banks.
11. _____ Review repair, reconstruction and replacement of structures for compliance with building, land use, and environmental regulations.
12. _____ Where necessary and appropriate, issue emergency permits to protect threatened public and private improvements.
13. _____ Document damages and costs.

D. EMERGENCY OPERATIONS CENTER

1. _____ Send representative to EOC.
2. _____ Provide EOC direction in the event of a Public Works incident.
3. _____ Notify EOC of prioritized roads to be cleared.
4. _____ EOC representative will coordinate Zone #1 cities and with bordering agencies for information and resources.
5. _____ EOC representative will keep the EOC staff updated on the status of roads, buildings and structures and other public works activities.
6. _____ If there is a long-term situation, the status of roads will be updated as often as necessary, at least once a day.

E. RECOVERY PERIOD

1. _____ Provide direction and control for significant recovery activities.
2. _____ Coordinate a Recovery Team when needed.
3. _____ Support clean up and disposal.
4. _____ Restore public arterials and facilities.

APPENDIX B
DAMAGE ASSESSMENT

INTRODUCTION

A. Purpose

To provide urgent initial, detailed, and structural damage assessment in order to prioritize initial response-activities and determine the immediate need for outside assistance. Also, to provide for restoration or relocation of critical services in damaged city buildings.

B. Scope

This Appendix applies to all assessment activities in the City of Snoqualmie related to damage resulting from natural and human-caused disasters.

II. POLICY

The head of each Snoqualmie Department is responsible for establishing policy and procedures for assessing damage of their departments and facilities and reporting that information to the EOC.

III. PLANNING ASSUMPTIONS

A. There is a need for three (3) types of damage assessment:

1. Initial Rapid, for an expedient assessment of what has happened city-wide to prioritize initial response activities and determine the immediate need for outside assistance. (Often referred to as Windshield Survey).
2. Detailed, to document the magnitude of private and public damage for planning recovery activities and to justify requests for state and federal financial assistance.
3. Structural, to evaluate buildings and provide safety placards.

B. Initial reports may be fragmented and provide an incomplete picture of the extent and magnitude of damage to the community.

C. There may be a shortage of individuals qualified to assess the damage.

D. Special purpose districts and public utilities will make detailed damage assessment reports to the City EOC.

- E. Schools are expected to make an initial damage assessment of their buildings and report to the EOC if activated.

IV. CONCEPT OF OPERATIONS

After any hazardous event that impacts the City of Snoqualmie, other than one leading to a routine emergency such as a fire, accident, etc., a damage assessment of the affected area will be conducted.

A. General

1. There are no city departments whose inherent function would include an assessment of damage throughout the city; therefore, this must be a cooperative effort among all departments capable of contributing to the effort.
2. The EOC Planning Section will coordinate and compile damage assessment information supplied by all departments that employ field crews (i.e., Fire, Police, Public Works, Building Official staff, etc.).
3. Primary damage assessment shall be done by on-site Fire and Police staff immediately following a disaster. Public Works operations staff will provide secondary damage assessment, including utility connections of city buildings and forward the information to the EOC.
4. Public Works will be responsible for making necessary and reasonable repairs to city facilities or designated shelters.
5. The EOC will prioritize damage assessments performed by other city departments for city buildings. Priority will be given to facilities that provide critical and essential services.
6. All city departments will report to the EOC the status of the facilities for which they are ordinarily responsible.

- B. Rapid Damage Assessment (Windshield) is for the rapid assessment of what has happened city-wide to prioritize initial response activities and determine the immediate need for outside assistance.

1. A rapid (or windshield) damage assessment is carried out as rapidly as possible to provide first responders and the Emergency Operations Center (EOC) with an immediate sense of the type and magnitude of damage. The focus is on:
 - threat to life
 - fires

- immediately dangerous situations such as hazardous material incidents, trees down, landslide risk, etc.
 - safety of roads, bridges and transportation
 - communications infrastructure
 - damage to critical city and business structures
2. Rapid damage assessment will generally begin during the hazardous event, such as a flood or windstorm, or immediately following, such as after an earthquake, and continue until the EOC has developed a picture of the types and magnitude of damage throughout the city and King County.
 3. After the initial emergent event of a disaster, Fire crews will begin driving the initial pre-established rapid damage assessment routes (Windshield Surveys). On-duty police staff will immediately check on the status of the city's critical assets and high profile sites. Once city operations staffs are available they will assume driving the routes from the Fire Department so as to allow the Fire Department to deploy staff to engage in calls for service.
 4. Although difficult to contemplate, it may be prudent to bypass an apparently urgent situation to continue damage assessment activities. There may be an even more urgent need down the road.
 5. Life and safety items identified while doing the Rapid Damage Assessment will be reported immediately to Police or Fire dispatch and/or to the EOC depending on who identifies it. All items will be documented on the forms and brought to the EOC to be given to someone or team designated to evaluate the damage. This information will assist in determining if a Declaration of Disaster should be declared by the City Mayor.
 6. Public Works and Parks Department will coordinate post-disaster safety evaluation of damaged buildings and structures at the appropriate time after preliminary damage assessment. Public Works will take the lead on structures such as bridges and pipes; Planning taking the lead on buildings covered under the International Building Code. The preferred method of post-earthquake safety evaluation will be the use of ATC-20 (Applied Technology Council).
 7. The EOC will coordinate damage assessment to ensure appropriate prioritization of activities and provide for the coordination and/or allocation of City resources.
 8. The city may want to document reports of damage for private property so as to best identify an accurate picture of the city-wide damage status.

9. Surveys will be compiled in the EOC and information obtained forwarded to King County Emergency Coordination Center (KCECC).
10. Public Works will coordinate training of city staff in primary evaluation techniques.
11. Buildings can be placarded by the Building Official as Green – safe, Yellow – limited safe, or Red – no entry at this time. Appeals of these decisions can be directed to Community Services and Economic Development Department (CSED).
12. Following Rapid Damage Assessment, and as necessary, responders will establish response priorities, attending to the needs of the public in a way that provides maximum life-saving potential. If local resources are insufficient to respond to all urgent needs in a timely manner, additional resources will be requested through mutual aid agreements or through the EOC.
13. EOC staff will analyze the information received, develop city-wide response priorities and coordinate resources accordingly. EOC staff will also disseminate damage information to appropriate government officials, the media, and the public.

C. Detailed Damage Assessment

1. A detailed damage assessment is needed to document the magnitude of private and public damage for planning recovery activities, to justify requests for state and federal financial assistance, and to meet the informational needs of the public.
2. Detailed damage assessment will generally begin following the completion of response activities to protect life and property. Depending on the nature and magnitude of damage, detailed assessment could last for several days.
3. Initial detailed damage assessment of residential and business structures will be conducted by the CSED Department with the support of other departments, or outside consultants. This data will be provided to the EOC, which will add value and insurance information. When requested, EOC or emergency management staff will forward private damage assessment information to King County and the state for determination of whether the City of Snoqualmie qualifies for state and federal assistance for individuals, families and businesses.
4. Depending on the nature of the hazard, such as an earthquake or flood, the CSED Department will conduct structural inspections of publicly- or

privately-owned structures and businesses to determine whether they are safe to enter or to occupy. Public Works will inspect utilities and road structures. Subsequent engineering evaluations to determine corrective action or to appeal the city's action will be the responsibility of the property owner or occupant.

5. Additional agencies may be involved with private damage assessment depending on the nature of the hazard, information received by the EOC, information discovered by the building inspectors, or decisions made by the Recovery Taskforce, if established.
6. Detailed damage assessment of public property and facilities will be conducted by the cognizant organization. Specialized assistance will be requested from appropriate county organizations or private sources, as appropriate.
7. Any Department or public agency suffering damage from a hazardous event will document the damage on preliminary damage assessment forms available from the EOC or emergency management staff.
8. Completed preliminary damage assessment forms will be returned to the EOC or emergency management staff. Staff will compile the information and, when requested, forward it to King County and the state emergency management for a determination of whether Snoqualmie qualifies for state and federal public assistance.
9. Generally, preliminary damage assessment forms must be provided to the state before any determination is made as to the availability of public assistance.
10. EOC staff will disseminate damage information to appropriate government officials, the media, and the public.

D. Structural Damage Assessment

1. A more detailed structural damage assessment may be carried out in a variety of ways, by:
 - Building Official and staff
 - Public Works staff
 - CSED staff
 - With King County Support
 - Outside structural engineers

2. This is a more detailed damage assessment by structural engineers and will be used to identify structures that need to be closed, demolished, or become a post-disaster project.

E. Finance Department

Finance Department will develop a system for tracking of necessary financial expenditures for securing and repairing city facilities and equipment.