

MIAMI COUNTY EMERGENCY OPERATIONS PLAN

APPENDIX 1 TO ESF #3

DEBRIS MANAGEMENT FACT SHEET/CONTACTS

The information contained within this document is intended to assist local officials responsible for all or a portion of the issues relating to managing debris resulting from a disaster or significant emergency. Removal, reduction, recycling, temporary sites, contracting and disposal data as well as point of contact are included in the following pages.

The Ohio Environmental Protection Agency (EPA) and Ohio Emergency Management Agency (EMA) are two state agencies that have primary response to disasters. Disasters can generate a significant amount of debris and can disrupt local government operations in general. Their roles and day-to-day points of contact are detailed below.

LOCAL GOVERNMENTS

Local Health Departments may be able to provide technical assistance regarding debris management and public health issues. Local health departments may also have primary responsibility during a disaster, in the regulatory oversight for proper management of debris. Of particular concern for public health and safety is the management and proper disposal of debris created by a disaster or by demolition, yard waste, household hazardous waste, food stuffs and spoiled food.

Local Solid Waste Management Districts can help with recycling options and may have resources that could support cleanup efforts. For more information on recycling contact the Ohio Environmental Protection Agency at <http://www.epa.ohio.gov/ocapp/recycling.aspx>.

OHIO ENVIRONMENTAL PROTECTION AGENCY

Primary responsibility during a disaster is regulatory oversight for proper management of debris. This is accomplished by providing rule interpretations (regulatory requirements), technical assistance/coordination, and resource lists. It also provides guidelines regarding collection, temporary staging, removal, and disposal of debris. <http://www.epa.ohio.gov/dmwm/Home.aspx>

Division of Materials and Waste Management

Phone (614) 644-2621 Fax (614) 728-5315

OHIO EMERGENCY MANAGEMENT AGENCY

Primary responsibility is coordination of state assistance, through County Emergency Management Agency offices, to support the efforts of local officials following disasters and a Governor's Proclamation. The Disaster Recovery Branch administers reimbursement programs for costs associated with local response/recovery actions, including debris operations.

Disaster Recovery Branch

2855 West Dublin-Granville Road, Columbus, Ohio 43235

Phone (614) 889-7171 Fax (614) 791-0018

Type of Waste	Description of Waste	Management Options
General Solid Waste (aka Municipal Solid Waste)	<p>food, packaging, clothing, appliances, furniture, machinery, electronic equipment, garbage, plastic, paper, bottles, cans, loose carpeting, paper products, scrap tires, street dirt, deceased animals</p> <p>note regarding sand bags used for controlling flood water: the sand may be emptied from the bags and reused only the bags (if not reused) are considered solid waste and should be disposed of appropriately</p>	<ul style="list-style-type: none"> MSW Landfills MSW Transfer Facilities <p>preferred option for general solid wastes: segregate and recycle materials as much as possible to reduce disposal costs</p> <p>scrap tires: take to tire recovery/recycling facility or tire monofill</p> <p>deceased animals: bury, burn, or render per Dept. of Agriculture guidelines or take to MSW Landfill</p>
Agricultural Waste/ Vegetative Waste (aka solid waste)	vegetative or woody waste, tree limbs, brush, shrubs (does not include buildings, deceased animals, or vehicles)	<ul style="list-style-type: none"> MSW Landfills MSW Transfer Facilities composting Facilities controlled burning (for individuals in declared disaster areas only: local governments must contact local Ohio EPA District Office to receive approval to use air curtain destructors) <p>preferred options: drying, chipping, grinding, mulching for reuse</p>
Construction & Demolition Debris (C&DD)	brick, stone, mortar, asphalt, lumber, wallboard, glass, roofing, metal, piping, fixtures, electrical wiring, heating equipment, insulation, carpeting attached to structures, railroad ties, utility poles, mobile homes clean, hard fill: C&DD which consists only of reinforced or non-reinforced concrete, asphalt concrete, brick, block, tile, and/or stone which can be reused as construction or fill material	<ul style="list-style-type: none"> C&DD Landfills MSW Landfills MSW Transfer Facilities <p>preferred option: segregate and reuse clean, hard fill as much as possible to reduce disposal costs</p> <p>mobile homes: can take to a salvage company or C&DD Landfill</p>
Infectious Waste	sharps (needles, medical related glass, etc.), syringes, blood-containing items such as tubing, clothing, bandages, etc.	Contact local Health Department or Ohio EPA District Offices for guidance.
Hazardous Waste	flammable materials (fuels, gasoline, kerosene, propane tanks, oxygen bottles, etc), explosives, batteries, common household chemicals, industrial and agricultural chemicals, cleaners, solvents, fertilizers, etc)	Segregate (where practical) and dispose at an approved Hazardous Waste Facility. Contact Ohio EPA District Offices for guidance.

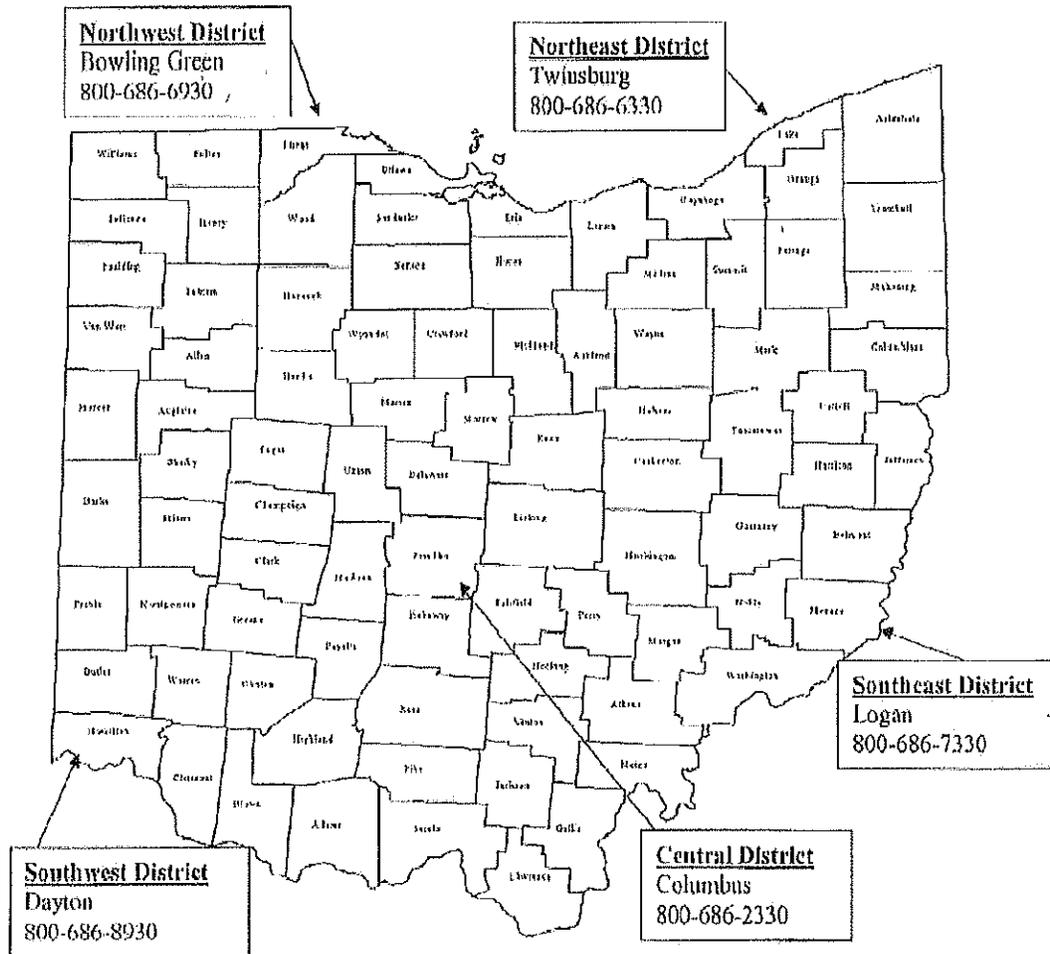
Variances/Exemptions: All regulated disposal facilities in Ohio have operational requirements/restrictions regarding the types and volume of waste that can be accepted for disposal. During emergency events, a facility may seek authorization from the Director of the Ohio EPA to temporarily accept different waste streams or an increased volume of waste. Before taking disaster-related debris to a disposal facility, please make sure that the facility may accept the material.

Stream Cleanup Activities: Prior to removing debris from streams/waterways, please make sure you have the appropriate authorization, if necessary (e.g., permits from GDE and/or Ohio EPA, permission from private property owners, etc.) Once debris is removed from the streams/waterways, segregate the debris as much as practical, and manage according in the options outlined above.

DEBRIS MANAGEMENT CONTACTS

OHIO ENVIRONMENTAL PROTECTION AGENCY

Div. of Solid/Infectious Waste	(614) 644-2621	Hazardous Waste	(614) 644-2917
Public Drinking Water	(614) 644-2752	Burn Permits	(614) 644-2270
Waste Water Treatment	(614) 644-2001	Chemical Spills	(614) 282-9378



ADDITIONAL CONTACTS

Local Solid Waste Mgmt District - See Local Listing	Ohio EMA	(877) 644-6362
(Recycling)		(Response and Recovery)
Local Department of Health - See Local Listing	Ohio Historic Preservation	(614) 298-2000
Ohio Department of Health (614) 466-1390		(Environmental/Historic)
(Private Drinking Water)	Attorney General	(800) 282-0515
Ohio Department of Agriculture (614) 728-6200		(Consumer Protection)
(Deceased Animals)	ODNR	(614) 265-6565
U.S. Corp of Engineer (513) 684-3002		(Recycling, Floodplain Mgmt.)
(Regulatory-Great Lakes Division)		

MIAMI COUNTY EMERGENCY OPERATIONS PLAN
APPENDIX 2 TO ESF #3
SAMPLE RIGHT-OF-ENTRY AGREEMENT

I/We _____, the owner(s) of the property commonly identified as _____, _____, _____, State of Ohio
(Street) (City/Town)
(Township) (County)

do hereby grant and give freely and without coercion, the right of access and entry to said property in the County/City of _____, its agencies, contractors, and subcontractors thereof, for the purpose of removing and clearing any or all storm-generated debris of whatever nature from the above described property.

It is fully understood that this permit is not an obligation to perform debris clearance. The undersigned agrees and warrants to hold-harmless the City/County of _____, State of Ohio, its agencies, contractors, and subcontractors, for damage of any type, whatsoever, either to the above described property or persons situated thereon and hereby release, discharge, and waive any action, either legal or equitable that might arise out of any activities on the above described property. The property owner(s) will mark any storm damaged sewer lines, water lines, and other utility lines located on the described.

I/We (have _____, have not _____,) (will _____, will not _____) receive any compensation for debris removal from any other sources including Small Business Administration, National Resource conservation Service, private insurance, individual and family grant program or any other public assistance program. I will report for this property any insurance settlements to me or my family for debris removal that has been performed at government expense. For the considerations and purposes set forth herein, I set my hand this _____ day of _____, 20____.

Witness

Owner

Owner Telephone Number and Address

**MIAMI COUNTY EMERGENCY OPERATIONS PLAN
APPENDIX 3 TO ESF #3
DEBRIS TICKET FORMAT FOR LANDFILL DISPOSAL**

LOAD TICKET

No.

INVOICE DATE
PO# 12198

SOLD TO: MIAMI COUNTY EMA
c/o MIAMI CO. SOLID WASTE DISTRICT
TROY, OHIO

SHIP TO:
STONY HOLLOW LANDFILL
DAYTON, OHIO

DRIVER:	TRUCK NO.	CAPACITY: <i>5 CY</i>	ZONE/SECTOR:
----------------	------------------	---------------------------------	---------------------

LOADING TIME:	DUMP TIME:	DESCRIPTION:	UNIT:	LOAD SIZE:	
		<i>MIXED WASTE</i>	<i>CY</i>		
		SIGNATURES:			
		LOADING SITE MONITOR			
		DUMP SITE MONITOR			
		<table border="1"> <tr> <td><i>ATTENTION: DRIVER RETAINS ORIGINAL AND PINK COPY THE YELLOW COPY MUST BE TORN OUT AND SUBMITTED TO THE LANDFILL FOR PROCESSING!</i></td> </tr> </table>	<i>ATTENTION: DRIVER RETAINS ORIGINAL AND PINK COPY THE YELLOW COPY MUST BE TORN OUT AND SUBMITTED TO THE LANDFILL FOR PROCESSING!</i>		
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MIAMI COUNTY EMERGENCY OPERATIONS PLAN

APPENDIX 4 TO ESF #3

DEMOLITION CHECKLIST

I. LOCAL RESPONSIBILITIES CHECKLIST

The following checklist identifies key tasks that local officials should address before a structure is approved for demolition. To expedite the overall effort, many of the tasks can be conducted concurrently.

- _____ Provide copies of all ordinances that authorize the local officials to condemn privately owned structures. The authority to condemn privately owned structures would probably have to be accomplished by an ordinance other than one designed or enacted for the demolition of publicly owned structures.
- _____ The local officials should coordinate all lands, easements, and rights-of-way necessary for accomplishing the approved work.
- _____ Implement laws that reduce the time it takes to go from condemnation to demolition.
- _____ Provide copies of all applicable permits required for demolition of subject structure(s).
- _____ Provide copies of pertinent temporary well capping standards.
- _____ Coordinate all pertinent site inspections with local, State, and Federal inspection teams(s).
- _____ Identify household hazardous waste materials prior to demolition.
- _____ Notify the owner/and or renter of any and all site inspections.
- _____ Verify that all personal property has been removed from public and/or private structure(s).
- _____ Immediately prior to demolition, verify that the building is unoccupied.
- _____ Ensure that the property is properly posted.
- _____ Provide a clear, concise and accurate property description and demolition verification.
- _____ Include a Public Health official on the demolition inspection team.
- _____ The inspection not only should evaluate the structural integrity of the building, but also must demonstrate “imminent and impending peril” to public health and safety.
- _____ Segregate all household hazardous waste materials to a permitted facility prior to building demolition.
- _____ Provide photographs of the property and verify the address. Provide additional photographs of the property taken immediately prior to and following demolition.

II. PRIVATE PROPERTY UTILITIES CHECKLIST

The following checklist identifies key tasks that local officials should address before the structure is approved for demolition. To expedite the overall effort, many of the tasks can be conducted concurrently.

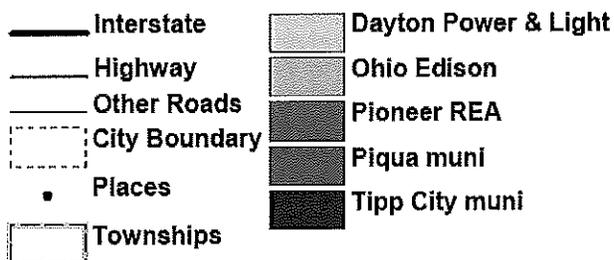
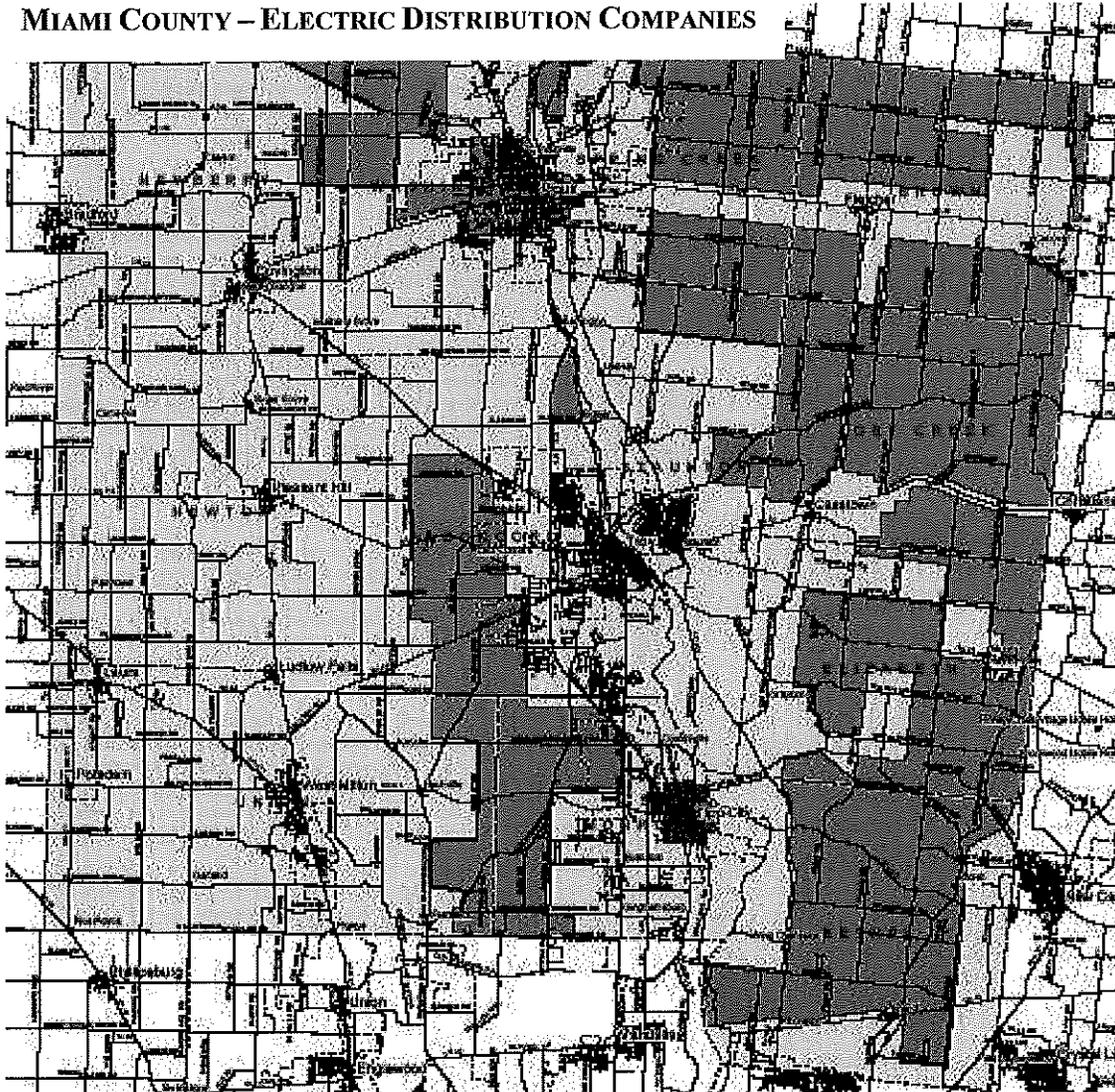
- Locate, mark, turn off, and disconnect all water and sewer lines.
- Locate, mark, turnoff, and disconnect electrical, telephone, and cable television services.
- Provide executed right of entry agreements that have been signed by the owner and by renter, if rented. Right of entry should indicate any known owner intent to rebuild to ensure foundation and utilizes are not damaged.
- Use radio, public meetings, and newspaper ads to give notice to property owners and their renters to remove personal property in advance of demolition.
- Document the name of the owner on the title, the complete address, and legal description of the property, and the source of this information. Document name of renter, if available.
- Ensure property will be vacated by demolition date.
- Provide written notice to property owners that clearly and completely describe the structures designated for demolition. Additionally, provide a list that also identifies related structures, trees, shrubs, fences, and other items to remain on the respective property.
- Notify mortgagor of record.
- Provide the property owner the opportunity to participate in decision on whether the property can be repaired.
- Determine the existence and amount of insurance on the property prior to demolition.
- Specify procedures to determine when cleanup of the property is completed.

III. TEMPORARY DEBRIS STORAGE & REDUCTION SITE CLOSEOUT CHECKLIST

- Site number and location.
- Date closure complete.
- Household Hazardous Waste removed.
- Contractor equipment removed.
- Contractor petroleum and other toxic spills cleaned up.
- Ash piles removed.
- Compare baseline information of the temporary site conditions after the contractor vacates the site.

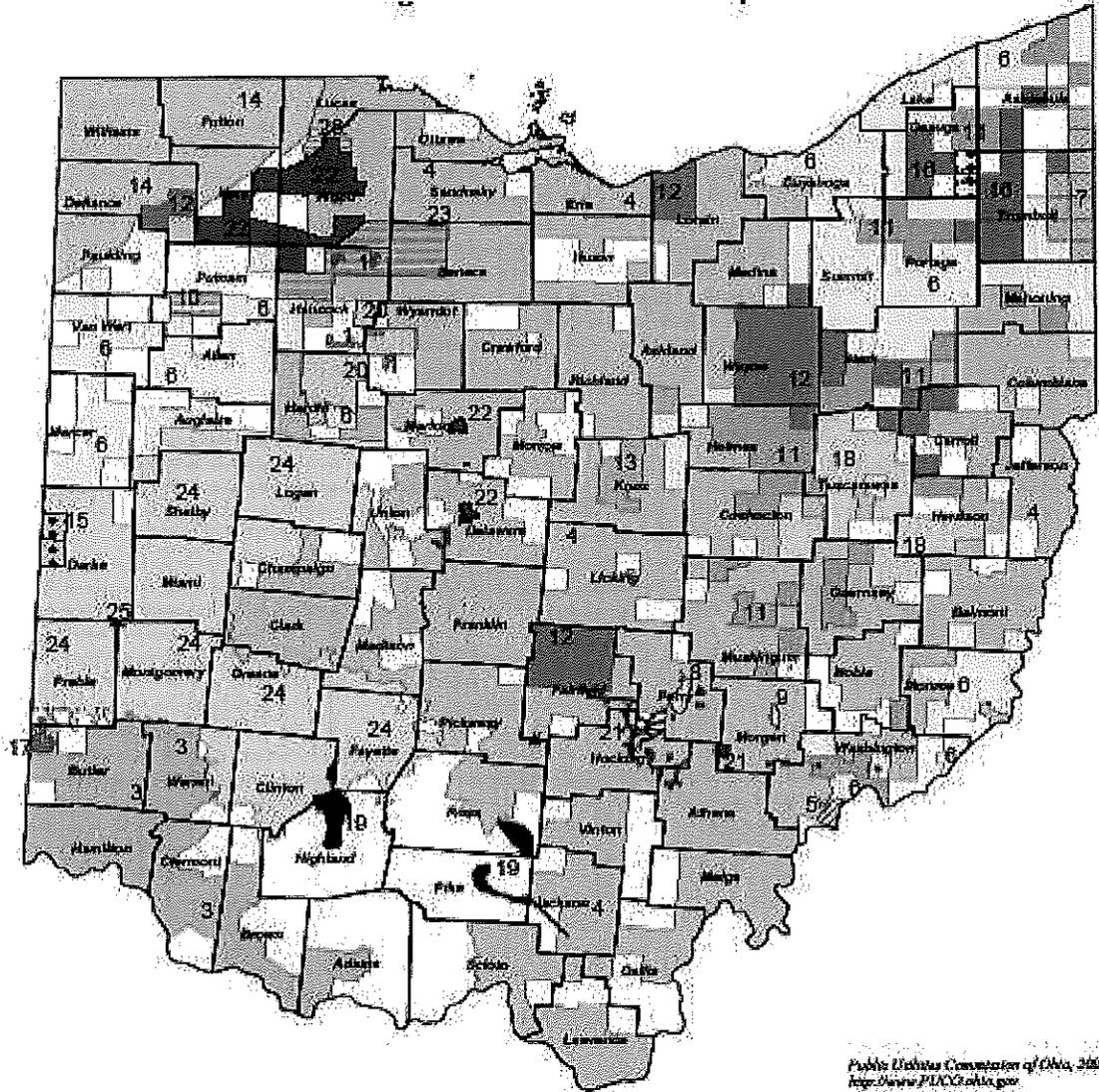
MIAMI COUNTY EMERGENCY OPERATIONS PLAN
APPENDIX 5 TO ESF #3
MAP OF ELECTRIC DISTRIBUTION COMPANIES

MIAMI COUNTY – ELECTRIC DISTRIBUTION COMPANIES

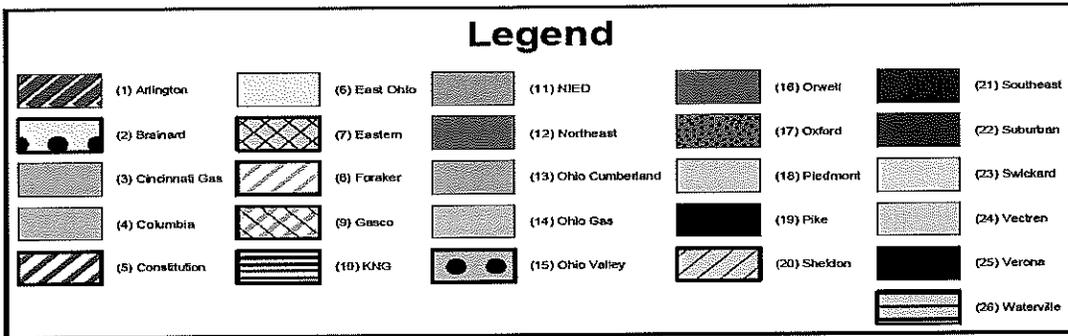


MIAMI COUNTY EMERGENCY OPERATIONS PLAN
APPENDIX 6 TO ESF #3

MAP OF PUCO REGULATED NATURAL GAS COMPANIES



Public Utilities Commission of Ohio, 2007
<http://www.PUCGOhio.gov>

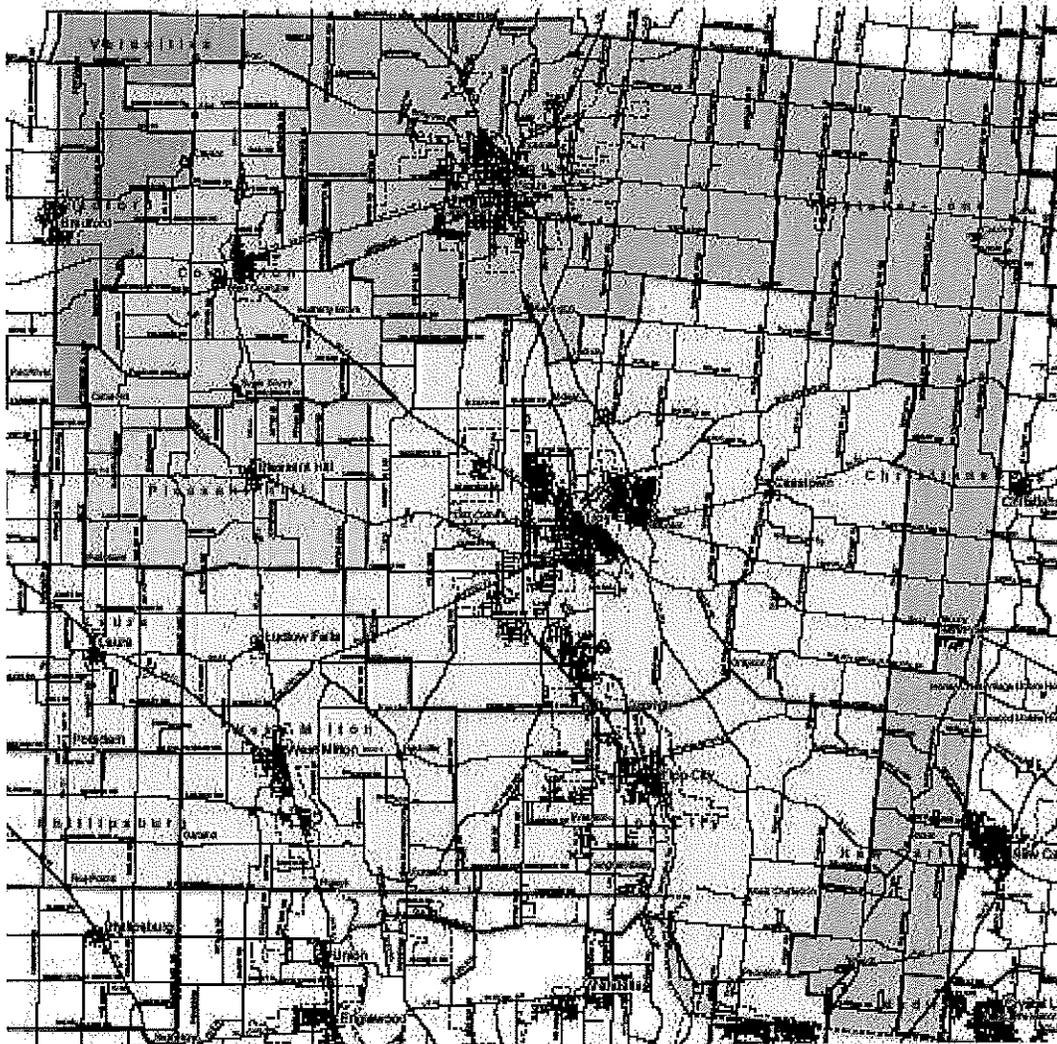


MIAMI COUNTY EMERGENCY OPERATIONS PLAN

APPENDIX 7 TO ESF #3

MAP OF LOCAL EXCHANGE TELEPHONE COMPANIES

MIAMI COUNTY – LOCAL EXCHANGE TELEPHONE COMPANIES



- | | |
|---|---|
|  Interstate |  Alltel Ohio |
|  Highway |  SBC Ohio |
|  Other Roads |  United dba Sprint |
|  City Boundary |  Verizon North |
|  Places | |
|  Exchanges | |

**MIAMI COUNTY EMERGENCY OPERATIONS PLAN
APPENDIX 8 TO ESF #3
MIAMI COUNTY DEBRIS MANAGEMENT PLAN**

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Miami County Debris Management Guide

ACKNOWLEDGEMENTS

The *Miami County Debris Management Guide* was developed with the cooperation of numerous agencies from throughout Miami County. This includes the Miami County Solid Waste District, the Miami County Emergency Management Agency, the Miami County Health District and the OEPA Southwest District Office.

This response guide incorporates best practices from debris management plans produced by local, state and Federal agencies. We wish to thank all of the professionals whose invaluable contributions made this response guide possible.

The committee that worked on this plan includes:

Kenny Artz, Miami County Emergency Management Director
Scott Pence, Miami County Transfer Station Manager
Scott Doseck, Miami County Assistant Transfer Station Manager
Doug Evans, Miami County Assistant Sanitary Engineer

UPDATING THE PLAN

It is the recommendation of the committee that this plan be updated and reviewed each year as it pertains to Miami County.

I. INTRODUCTION

Purpose

The Miami County Debris Management Guide is intended to serve as a guidance document for use by Miami County personnel. All jurisdictions within the County are part of this plan should a disaster occur and would use this also as a guidance document.

The purpose of this Guide is to:

- provide guidance to the communities of Miami County regarding the development of plans for the removal and disposition of debris caused by a major disaster.
- facilitate and coordinate the management of debris following a disaster in order to mitigate against any potential threat to the lives, health, safety, and welfare of the impacted citizens, expedite recovery efforts in the impacted area, and address any threat of significant damage to improved public or private property.

II. SITUATION AND ASSUMPTIONS

A. SITUATION

1. Natural and manmade disasters precipitate a variety of debris that include, but are not limited to, such things as trees, sand, gravel, building construction material, vehicles, personal property, and hazardous materials.
2. The quantity and type of debris generated from any particular disaster will be a function of the location and kind of event experienced, as well as its magnitude, duration and intensity.
3. The quantity and type of debris generated, its location, and the size of the area over which it is dispersed will have a direct impact on the type of collection and disposal methods utilized to address the debris problem, associated costs incurred and how quickly the problem can be addressed.
4. In a major or catastrophic disaster, many state agencies and local governments will have difficulty in locating staff, equipment, and funds to devote to debris removal, in the short-term as well as long term.

B. ASSUMPTIONS

1. A natural disaster that requires the removal of debris from public or private lands and waters could occur at any time.
2. The amount of debris resulting from an event or disaster could exceed the local government's ability to dispose of it.
3. If the natural disaster requires, the Governor would declare a state of emergency that authorizes the use of State resources to assist in the removal and disposal of debris. In the event Federal resources are required, the Governor would request through FEMA a Presidential Disaster Declaration.
4. Private contractors will play a significant role in the debris removal, collection, reduction and disposal process.

5. The debris management program implemented by the local government will be based on the waste management approach of reduction, reuse, reclamation, resource recovery, incineration and landfilling.
6. Asbestos Containing Materials (ACM) and Hazardous Materials will be segregated and handled in accordance with federal, state and local regulations.

**Events and Assumptions
Composition of Disaster Debris**

Typical Debris Streams

Types of Disasters		Vegetative	Construction Demolition	Personal Property	Hazardous Waste	Soil, Mud, Sand	Vehicles, Vessels	White Goods
	Hurricanes	X	X	X	X	X	X	X
Tornadoes	X	X	X	X	X		X	X
Floods	X	X	X	X	X	X	X	X
Earthquakes			X	X	X	X		
Ice Storms	X			X	X			
Wild Fires	X			X		X	X	

Different handling and disposal methods are required for particular debris types and this impacts the scope of work for the debris management plan. Managing debris containing hazardous, household hazardous, medical and infectious materials require the various specialized handling and disposal methods.

Jurisdictional representatives should familiarize themselves with what hazards are located within their districts including hazardous chemical storage and amounts, and all other potential hazards.

Evaluating the accessibility and terrain of various locations within a jurisdiction is critical to determining the types of debris collection programs that should be undertaken should a disaster occur.

III. ORGANIZATION

Prior to an emergency/disaster the county, townships, cities, and villages will each designate a debris manager (DM). Each debris manager will be responsible for reviewing and updating his or her jurisdiction’s debris management plan as needed.

After a debris-generating disaster, the DM will oversee and coordinate debris management operations in his or her jurisdiction along with assistance from Miami County Solid Waste District (DM). The DM’S will coordinate jurisdictional assets; volunteers; County, State, and Federal assistance; and private contractors.

IV. CONCEPT OF OPERATIONS

The following information details the means by which the Jurisdiction and Miami County DM’S will manage and coordinate the debris clearance, removal, and disposal operations.

Debris Management Cycle

The model for debris management operations is a four-phase cycle. The four phases of the debris management cycle are:

- ◆ normal operations — Routine actions necessary to develop or update the debris management plan.
- ◆ increased readiness — Pre-disaster actions taken if a disaster is threatening the local area.
- ◆ response — Procedures that focus on support of life safety operations in the immediate aftermath of a debris-generating disaster.
- ◆ recovery — Actions necessary to complete the debris removal, reduction, and disposal activities, based on damage assessment of the disaster.

Emergency Operations Center (EOC) – (Miami County Emergency Management Agency)

An EOC is a protected facility established by a political entity to coordinate efforts to support disaster response and recovery. In support of debris management operations, the EOC coordinates the acquisition and delivery of resources and technical expertise as requested by the Debris Manager.

The typical organizational structure of an EOC is organized around five main components:

- Executive Cell (Elected officials, EOC Director, and EOC Manager; support personnel includes PIO, Liaison, and Safety Officer)
- Planning and Intelligence Section
- Operations Section
- Logistics Section
- Finance Section

EOCs exist on the local, County, State and Federal levels. If one echelon of government's resources is overwhelmed by a disaster, a "state of emergency" is declared by the appropriate chief elected official. Then, the EOC at the next echelon of government is activated.

The EOC provides operational, logistical, planning, and financial support for debris management operations. Organizationally, the Debris Manager is placed under the Operations Section. The DM coordinates debris management operations taking place in the field. In support of those operations the:

- Logistics Section - provides and tracks resources.
- Finance Section - provides and records funding.
- Planning and Intelligence Section - develops strategic plans and achieves documentation.
- Public Information Officer (PIO) - communicates information and instructions to the public regarding debris disposal and debris operations. The PIO would do this through any means possible depending upon the infrastructure that is available after a disaster event.

For more information regarding a specific jurisdiction's EOC, see that jurisdiction's Emergency Operations Plan (EOP). For more information regarding the Miami County EOC see the *Miami County Emergency Operations Plan* under separate cover.

Debris Management Team and Debris Management Working Group (Miami County Solid Waste District and Miami County EMA)

The Miami County Sanitary Engineering Office will be utilized as the centralized Command Post for all Debris Managers in case of a large scale debris gathering event occurs within the boundaries of Miami County. This facility is equipped with an emergency backup generator in case of a large power outage throughout Miami County.

The Debris Manager in each jurisdiction should organize a *Debris Management Team* consisting of key personnel in each jurisdictional department responsible for aspects of the debris management mission. Ensure that each department is fully prepared to fulfill its duties under the Debris Management Plan. The team should meet periodically to review and update procedures.

The County-level *Debris Management Working Group* is made up of State and County officials who deal with debris management issues. The Working Group meets periodically to review debris management policies and procedures. Members of the Working Group assist jurisdictions by reviewing debris management plans and providing technical assistance. The Group is made up of representatives from Ohio EPA, RAPCA, Miami County Engineer's Office, Miami County Solid Waste District, Miami County Public Health, and Miami County Office of Emergency Management.

In the immediate aftermath of a debris-generating disaster, members of the Working Group along with the jurisdiction's Debris Manager and Debris Management Team will act as an Assessment Team. The Assessment Team will review the jurisdiction's debris management plan, offer technical advice if needed, and monitor debris management procedures.

By reviewing plans and procedures at the outset of a debris management operation, the Team can address any questions or issues before they become problematic.

Debris Estimating

The determination of quantity and type of debris is critical to debris management. Debris contracting, the management of Temporary Debris Management sites, (DMS) and the possible need for State and Federal resources will require reasonably accurate estimates of debris quantities.

For reimbursement of funds, contractor **must** submit quantities of materials handled. For information on debris estimating formulas and techniques, see Attachment B5.

Contracts

§ 307.86 of the Ohio Revised Code requires, with a limited exception, that anything that is purchased, leased, leased with an option or agreement to purchase, or constructed by or on behalf of the public authority must be obtained through competitive bidding. R.C. 307.86. H.B. 509 raises the threshold from \$25,000 to \$50,000 above which amount competitive bidding procedures must be used.

Ohio House Bill 509 also raises the dollar thresholds for the exception to competitive bidding in emergency situations. Competitive bidding is not required if there is an emergency situation and the estimated cost is less than \$50,000. This amount is raised to \$100,000.

Ohio House Bill 509 also raises the minimum threshold for soliciting at least three informal estimates for emergency procurement of services from \$25,000 to \$50,000.

Ohio House Bill 509 raises the minimum threshold from \$25,000 to \$50,000 when notice of competitive bidding is required.

Following a major debris-generating event, contracting for services, equipment and labor may be necessary. The magnitude of the debris clearance, removal, and disposal operation could easily overwhelm jurisdictional, mutual aid, volunteer, county and state resources. The Jurisdictional Debris Manager should be prepared to contract with private entities for services as needed or even before a disaster event, if possible.

Examples of private contracts for services

- Wood waste grinding contracts
- Debris hauling contracts
- Tree removal contracts
- Equipment rental contracts
- Temporary labor contracts
- Hazardous waste removal contracts

Each jurisdiction will be responsible to contract and fund these services, individually through their own financial means.

- Types of Contracts, see Attachment A1.
- List of Contracts and Agreements, see Attachment A2.
- List of Qualified Contractors, see Attachment A8.
- List of Standing Contracts, see Attachment A9.

Standing contracts are contracts with companies that make the company available for assistance in the event of a debris-generating event. The standing contracts are in place before a disaster occurs. Develop a list of standing contracts that are reached between the community or county and contractors.

Contract Monitoring: In the event contracts are in place for debris removal, monitoring of contractors is a very important issue. Designate a person or persons for contract monitoring. Contract monitoring verifies that the following actions are taking place:

- Debris being picked up is a direct result of the disaster.
- Trucks hauling debris are fully loaded.
- Debris pick-up areas are being managed properly.
- Trucks are sticking to debris routes.
- Inspection of temporary DMS storage sites to ensure operations are being carried out according to contract.
- Verification of security and control for temporary DMS storage and reduction sites.

General

Monitoring:

Debris Management Sites (DMS) Jurisdiction Debris Manager will appoint selected members to monitor operations of sorting and loading of material. All loads will be issued load tickets before leaving the load out area. All trucks must be filled to capacity. Woody type waste will be chipped up as mulch on site.

Temporary Debris Management Sites (DMS) Jurisdiction Debris Manager will appoint selected members to monitor ongoing operations of these sites. All loads of material that enter site must have in possession an issued load ticket from the Debris Management Site inspector before being permitted to unload.

Temporary Debris Management Sites.

Each jurisdiction Debris Manager will be responsible to locate, operate and staff their Temporary Debris Management Site (DMS). All loads that enter a site must have in possession an issued load ticket from the Debris Management Site inspector before being permitted to unload. Any citizen that hauls their own waste into the site will be required to show proof of residence.

Temporary Debris Management Sites must be secured at the end of each day of operation, to eliminate illegal dumping. This can be accomplished by posting a guard at the entrance of the site or a secured fence and gate will need to be installed. There are multiple security companies that would service Miami County if the need arose.

(DMS) sites are essential to major debris clearance, removal and disposal operations. The DM should work closely with local and State officials to develop and maintain current listings of potential DMS sites.

Pre-disaster Site Selection Teams should be formed. These teams should include local officials who are familiar with the area. Also, the teams should consult and coordinate with local residents and environmental groups to identify in advance any potential problems with a site.

For more information on DMS sites see the following attachments:

- List of Pre-selected DMS Site Locations Attachment B1
- DMS Site Location Criteria Attachment B2
- DMS Site Questions Attachment B3
- DMS Site Baseline Data Collection Attachment B4
- Debris Estimating Techniques Attachment B5
- Debris Reduction Information Attachment B6
- DMS Site Closeout Issues Attachment B7
- DMS Site Closeout Checklist Attachment B8
- Sample Layout of DMS Site Attachment B9

Landfills and Related Facilities

It is important to maintain and update a list of facilities that accept various types of debris. This list might include landfills, transfer facilities, infectious waste treatment facilities, scrap tire storage and recovery facilities, composting facilities, and recycling facilities. Also, list companies authorized to transport scrap tires and infectious waste. Identify alternative facilities if those used during normal operations have been impacted by the disaster. Listing of facilities can be found at www.epa.state.oh.us/dsiwm/pages/general on Ohio EPA's website. See Attachments D1–D3.

Debris Removal Priorities and Operations

When a debris-generating event occurs there is an immediate need for prioritization of actions. Debris will include fallen trees, limbs, trash, furniture, food waste, scrap tires, utility poles and wires, vehicles, building materials, hazardous materials, infectious materials, animal carcasses, silt and mud, etc. Develop and implement a priority system for debris removal.

Major debris removal operations are divided into two phases:

HEALTH AND SAFETY

All debris removal activities shall comply with all health and safety requirements. Each jurisdiction will be responsible to appoint their own safety officer to oversee all debris removal operations within their effected area.

Debris operations involve the use of heavy equipment to move and process various types of debris. Many of these actions can pose safety hazards. In addition to those safety hazards, exposure to certain types of debris, such as building materials that contain asbestos and mixed debris that contain hazardous materials, can pose potential health risks.

Miami County Public Health will work with all jurisdiction safety officers to address all health related issues.

The Miami County Engineer along with the Department of Development will work with local jurisdiction personnel to inspect all damaged structures affected from the event to make the decision if a building is declared a total loss and will need to be demolished.

All structures with historical preservation must be identified and evaluated before demolition can be considered. The jurisdiction will work with the state historic preservation office initially to determine if there are regulations that need to be followed. The Ohio State Preservation phone number is 614-297-2300. Per the Preservation office, under the National Preservation Act of 1966, if there is a Federal Undertaking, there is a Project for 106 Review. The Ohio EPA will do a review in 30 days after notification in an emergency situation.

PERMITTING

Debris removal and processing must comply with all federal, state, and local regulations. Several agencies may be involved in issuing permits. Please see Appendix for contact information

◆ **Phase I - Clearance of debris that hinders immediate lifesaving actions** in the disaster area and clearance of debris that poses an immediate threat to public health and safety. The first priority is given to removal of debris from roadways and locations that block access and egress to critical facilities or essential operations.

Critical facilities include: fire stations, police stations and hospitals. Essential, but not critical, facilities include: schools, municipal buildings, water treatment plants, wastewater treatment plants, power generation units, airports, and temporary shelters for disaster survivors. The jurisdiction will need to prioritize debris removal from roadways that allow access to these facilities.

During Phase I, debris is usually not removed but pushed to the side of the road to provide at least one clear lane to allow for:

- Movement of emergency vehicles.
- Resumption of critical services.
- Damage assessment of critical public facilities and utilities.

◆ **Phase II - Removal and disposal of debris to ensure the orderly recovery of the community** and to eliminate less immediate threats to public health and safety.

The use of Force Account Labor for work with companies that trim trees, grind wood waste or the clearing of debris would be dependent on each jurisdiction along with mutual aid from other parties.

The initial roadside piles of debris created during Phase I will become the dumping locations for additional yard waste and other disaster-generated debris such as construction material; personal property; trash; white metals (washers, dryers, hot water heaters, etc.); roofing material; and household, commercial and agricultural chemicals.

In general, debris that is on **public property** must be removed to allow continued safe operations of governmental functions. Therefore, most debris-removal from public property is eligible for FEMA Public Assistance (PA) funds.

Debris removal from **private property** is the responsibility of the individual property owner, aided by insurance settlements and assistance from volunteer agencies. FEMA reimbursement is not available for the cost of removing debris from private property. Government departments or their contractors *may* pick up and dispose of disaster-related debris placed at the curb by private individuals. The extent and duration

of this type of work is carefully controlled. FEMA, State, County, and local officials will agree on a time period during which curbside pick-up will be eligible for PA funding.

For more information on PA eligibility, see *Public Assistance Guide (FEMA 322)* and *Debris Management Guide (FEMA 325)* at www.fema.gov.

Hazardous Materials

The Debris Manager will work with the Ohio Environmental Protection Agency Emergency Response Group, Solid Waste District and hazardous waste vendors to coordinate the removal of hazardous waste from commercial operations as well as from private property. Household Hazardous Waste (HHW) and Asbestos Containing Materials (ACM) should be segregated at curbside or brought to designated drop-off sites.

The Dayton Regional Hazardous Materials Response Team is available to identify/classify and mitigate hazardous-materials exposures that present acute life safety and public health threats.

The county, township, city, or village will work closely with Federal and State environmental protection agencies to ensure proper removal and disposal of hazardous waste.

IMPORTANT NOTE: Temporary storage areas for hazardous waste must include a *lining with an impermeable material* so chemicals do not leak into the groundwater and soil.

Terrorism

Terrorist acts may require that some debris be treated as potential evidence in a criminal investigation. Law enforcement officials may seek to control the handling and removal of debris pending criminal investigation. Some debris may be marked and temporarily stored in a secure area pending the completion of judicial actions including civil lawsuits.

Debris Classifications

For debris classifications, see Attachment C1.

Documentation and Forms

Documentation of debris management activities is important for potential reimbursement of costs. In addition, documentation is important to record activities performed and authorizations granted, and to develop a historical record for updating plans. Documentation of activities is the responsibility of those performing work as well as those who provide oversight and direction. At a minimum, documentation procedures and the *forms to support them* need to be created to address the following:

- ◆ Labor, equipment, rental fees and material costs
- ◆ Mutual-aid agreement expenses
- ◆ Use of volunteered resources, including labor
- ◆ Administrative expenses
- ◆ Disposal costs
- ◆ Types of debris collected and amounts of each type

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The purpose of this section is to give an overview of the roles and responsibilities for operations before, during, and after a debris-generating event.

Because of differences in each jurisdiction, development of exact roles and responsibilities should be dealt with at the local level. Therefore, duties of specific departments and an organization's involvement in the debris removal process are not discussed.

Normal Operations

During normal operations (before a disaster), the jurisdiction must be aware that the following issues must be addressed to ensure preparedness for debris generating events. The Solid Waste District will do all it can to aid in the disposal of materials, but normal operations do need to be first and foremost during a tragedy. The responsibilities for normal operations include but are not limited to:

The Jurisdiction's Debris Manager (DM) will:

- Create a Debris Management Plan for the jurisdiction. The DM will coordinate the creation of the Plan with each jurisdictional department responsible for aspects of the debris management mission.
- Identify forms to support documentation of debris management activities. See **IV. Concept of Operations, Documentation and Forms**.
- In coordination with the Solid Waste District DM, compile and keep current a list of facilities that accept various types of debris. Identify alternative facilities in case those used during normal operations have been impacted by the disaster. See Attachments D1–D3.
- Develop agreements with landfills and recycling facilities to accept disaster-related debris.
- Coordinate with Solid Waste District DM to review, evaluate, and designate locations or potential DMS sites. See Attachments B1–B9 for more information on DMS sites.
- Develop and update maps indicating potential: routes for debris pickup/hauling, temporary debris storage and reduction (DMS) sites, equipment staging areas, and drop-off sites.
- Review, evaluate, and designate locations as potential equipment staging areas. Each Debris Manager will have the responsibility to monitor their sites along with other designees especially for contaminated material. This activity should be coordinated with the jurisdictional departments responsible for clearing and disposal of debris from streets.
- It is better to have several staging areas evenly distributed throughout the impacted area as opposed to a single large area. This approach allows for a quicker response and prevents the trucks from wasting time as they drive from one end of the damage area to the other.
- Organize a Debris Management Team consisting of key personnel in each jurisdictional department responsible for aspects of the debris management mission. The Solid Waste District will attempt to head up this team. Ensure that each department is fully prepared to fulfill its duties under the Debris Management Plan. The team should meet periodically to review and update procedures.
- Participate in County-level Debris Management Working Group when appropriate.
- Attempts will be made to have a yearly exercise to refresh all key players in their roles.
- Coordinate hazardous materials awareness training for public employees who will be involved in debris management operations. Employees should learn:
 - ◆ to spot possible hazardous materials/waste and ACM among post-disaster debris.
 - ◆ the procedures for reporting possible hazardous materials/waste and ACM to proper authorities.
- Coordinate, with the appropriate jurisdictional departments, the development of **standing contracts** for:
 - ◆ disaster-related debris hauling.
 - ◆ dumpsters to accept:

- ◊ spoiled food. NOTE—This need can arise from a debris-generating disaster that results in an extended power outage (in excess of 12 hours), or from an extended power outage without an associated disaster.
- ◊ household hazardous waste (HHW).
- ◊ tires.
- ◆ tire repair
- ◆ asbestos containing materials (ACM)
- ◆ chipping and grinding operations. Contract with companies to turn vegetative matter into mulch and haul it away. NOTE—It is important to consult with the contractor to pre-identify sites large enough for chipping and grinding operations.
- Develop volunteer assets to assist in debris management operations, including monitoring drop-off sites. NOTE—Consider Citizen Corps/Community Emergency Response Team (CERT) volunteers.
- Coordinate with appropriate County, State, and Federal agencies to insure compliance with applicable environmental protection and historic preservation laws and regulations.
- Develop Right-of-Entry/Hold Harmless Agreements. Disaster response operations will require entering private property to remove debris that is a threat to health and safety of occupants, see Attachment A-4.

Purchasing (County Auditor’s office or equivalent) will:

- Develop a list of contractors to include current information on name, address, phone numbers (office, home, cell, fax) and email address. For more information on contractors, see Attachments D1–D3.

Legal (County Prosecutor’s office or equivalent) will:

- Review Right-of-Entry/Hold Harmless Agreements.
- Review contracts developed by Debris Manager and jurisdictional departments.

Solid Waste (Miami County Transfer Station) will:

- Coordinate with the Debris Manager to establish a process for debris removal from public and private properties to be incorporated into the Debris Management Plan.
- Evaluate options for recycling/reducing/disposing of debris. Each debris-reduction method must comply with local ordinances and State and Federal environmental regulations. See Attachment B6—Debris Reduction Information.
- In coordination with Debris Manager, compile and keep current a list of facilities that accept various types of debris. Identify alternative facilities in case those used during normal operations have been impacted by the disaster. See Attachments D1–D3.
- In coordination with Debris Manager, select locations for DMS sites. Procedures should be developed to address the following DMS site issues:
 - ◆ Location: Care should be taken in selection of DMS sites. Land use, proximity to housing, and other factors should be taken into account. Preference should be given to public property rather than private. Included in the attachments to this document are criteria for suitable DMS site locations.
 - ◆ Operations: Monitoring receipt of debris and verifying types of debris received are critical functions for successful DMS site operations. Included in the attachments to this document is a sample DMS site layout map.
 - ◆ Closeout: In closing out a DMS site, care should be taken to restore the site to its original condition in an environmentally sound and timely manner. Included in the attachments to this document is a DMS site closeout checklist.

IMPORTANT NOTE: Temporary storage areas for hazardous waste must include a *lining with an impermeable material* so chemicals do not leak into the groundwater and soil.

See Attachments B1–B9 for more information on DMS sites.

Public Works Department (County Engineer’s office or equivalent) will:

- Coordinate with the Debris Manager to establish a process for debris removal from roads to allow access to emergency responders. This process will be incorporated into the Debris Management Plan

Finance (County Auditor’s office or equivalent) will:

- Develop documentation process for potential reimbursement.

Increased Readiness

In some instances there is a warning that a disaster may occur. This section covers actions to be taken by the jurisdiction’s Debris Manager (DM) in the event of a potential debris-generating event.

The Jurisdiction’s Debris Manager (DM) will:

- Alert personnel. The DM should implement established procedures for alerting the Debris Management Team.
- Review and update Debris Management Plan. Ensure personnel understand roles and responsibilities for plan implementation. Review right of entry/hold-harmless agreements, existing contracts, list of qualified contractors, sample contracts, and other contracts necessary to conduct debris management activities.
- Review waste management options.
 - ◆ The DM should ensure pre-selected temporary DMS storage and reduction sites are currently available for use. Identify alternative locations if necessary. See Attachment B1.
 - ◆ Ensure authorized waste transfer or disposal facilities are currently operational. Identify alternative facilities if those used during normal operations have been impacted by the disaster. See Attachments D1–D3.
- Consider establishing communications with the Miami County Emergency Operations Center Assessment Room.
- Appoint a Safety officer to oversee all collection operations for their own Jurisdiction to assure personnel health and safety and to assess and to anticipate hazardous and unsafe situations.

The Jurisdiction’s Debris Management Team will:

- Alert personnel. Team Members should implement established procedures for alerting personnel in their respective departments that have debris management responsibilities.
- Review and update departmental Debris Management procedures. Ensure personnel understand their department’s roles and responsibilities in debris management plan implementation.

Response

The Response phase focuses on support of life safety operations in the immediate aftermath of a debris-generating disaster.

The Jurisdiction’s Debris Manager (DM) will:

- Activate Debris Management Plan to coordinate and manage debris removal operations.
- Meet with jurisdictional Debris Management Team to implement the Debris Management Plan.
- Meet with Debris Management Working Group to review policies and procedures.
- Make debris removal assignments based on debris removal priorities.
- Activate standing contracts.
- Coordinate with jurisdictional Emergency Operations Center Logistics Branch to deploy and track resources.
- Participate in EOC meetings and provide briefings as necessary to EOC staff on current and future debris management activities.
- Based on assessments and strategic plans, estimate resource needs. Communicate this information to the EOC Logistics Branch, Debris Management Team, and other appropriate parties.
- Work with EOC Planning Section to develop 12-hour debris management strategic plan.
- Evaluate Damage Assessment reports in terms of debris-management-relevant information.
- Coordinate the removal of debris from “Priority One” areas. NOTE: This is a Phase One debris removal operation. Debris is pushed to the curbside to clear the roadway and allow emergency responders access to impacted areas.
- Work with Debris Management Team to develop cost estimates and scopes of work for public employees and contactors.
- Authorize pre-designated DMS sites to be activated or new sites to be established.

Jurisdiction and County Safety Officers Will:

- The Debris Manager will assign a Safety Manager to oversee the safety and health operations of all debris removal and collection sites.
- Will make sure all personnel are equipped with proper safety hats, gloves and footwear.
- Conducts daily safety briefings at the start of each day.
- Advises Incident Commander on issues regarding incident safety.
- Will conduct risk analyses and implement safety measures.
- To minimize other employee risks by promoting safe driving habits, eliminating tripping hazards, ensuring safe food handling, etc. in the field.

Public Works Department (County Engineer’s office or equivalent) will:

- Consult with Debris Manager and emergency response officials to designate “Priority One” routes and areas for immediate debris removal.
- Remove debris from “Priority One” routes and areas. NOTE: This is a Phase One debris removal operation. Debris is pushed to the curbside to clear the roadway and allow emergency responders access to impacted areas.

Public Information Officer (PIO) (County Commissioner’s office or County EMA office) will:

- Give the public information about:
 - ◆ Segregating hazardous waste
 - ◆ Placing debris at the curbside
 - ◆ Keeping debris piles away from fire hydrants and valves
 - ◆ Reporting illegal dumping
 - ◆ Segregating recyclable materials
 - ◆ Debris pick-up schedules
 - ◆ Location of DMS sites
 - ◆ Disposal methods and compliance with Environmental Protection Agency regulations
 - ◆ Restrictions and penalties for illegal dumping

- Address questions such as:
 - ◆ What if I cannot pay for debris removal from my property?
 - ◆ What if I am unable to bring the debris to the curb for pickup?

Solid Waste (Miami County Transfer station) will:

- Based on damage assessments, review map of potential DMS site(s). Determine which sites should be activated. Determine if new sites need to be established.
- Evaluate options for recycling/reducing/disposing of debris. Each debris- reduction method must comply with local ordinances and State and Federal environmental regulations. See Attachment B6— Debris Reduction Information.
- Prepare to activate DMS sites.
- Notify landfills and recycling facilities of need to increase volume of debris.
- Contact Ohio EPA and request variances for landfills to accept increased volume of debris.

Purchasing (Miami County Auditor’s office or equivalent) will:

- Develop new contracts as needed.
- Track and record expenditures for possible reimbursement.

Legal (Prosecutor’s office or equivalent) will:

- Review all standing and new contracts.
- Secure all authorities necessary for debris removal operations.
- Review any actions that EPA or Ohio Historic Preservation Office indicates might be in violation of historic preservation or environmental laws/regulations/policies.
- Maintain environmental compliance records for submission to EOC Documentation Branch.
- Review right-of-entry and hold harmless agreements to ensure they are current.

Finance (County Auditor’s office or equivalent) will:

- Keep records of financial transactions for possible reimbursement of debris removal operations.
- Coordinate funding of debris removal operations.

Recovery

This phase of the debris management cycle covers actions necessary to complete the debris removal, reduction, and disposal activities, based on damage assessment of the disaster.

The Jurisdiction’s Debris Manager (DM) will:

- Supervise implementation of Debris Management Plan.
- Coordinate with Ohio EPA and Ohio Historic Preservation Office on compliance issues.
- Coordinate Hazardous Waste removal operations with Miami County Solid Waste District DM
- Coordinate the closeout of DMS sites. See Attachments B7 & B8.
- At the conclusion of Debris Management Operations, conduct an After Action Review. Evaluate when and why decisions were made to perform certain actions. Examples: TDSR site selections, debris removal priorities, and demolition of public/private structures. Document lessons learned from review.

Miami County Solid Waste DM (Transfer Station) will:

- Designate best options for recycling/reducing/disposing of debris. Each debris-reduction method must comply with local ordinances and State and Federal environmental regulations. See Attachment B6— Debris Reduction Information.
- Establish drop-off sites to accept: spoiled food, household hazardous waste (HHW), ACM and tires.
- Activate DMS sites as needed.
- Assist Jurisdiction’s DM to manage and monitor operations at DMS site(s).
- Ensure DMS sites are environmentally compliant.
- Maintain environmental compliance records for submission to EOC Documentation Branch.
- Supervise removal of Hazardous Waste.
- Coordinate and monitor transportation of debris to appropriate DMS site or regulated waste facility.
- Coordinate and monitor transportation of debris from DMS sites to appropriate landfill, transfer station, or recycling facility.
- Monitor debris removal contracts with private contractors. Verify that the following actions are taking place:
 - ◆ Debris being picked up is a direct result of the disaster
 - ◆ Trucks hauling debris are fully loaded
 - ◆ Debris pick-up areas are being managed properly
 - ◆ Trucks are sticking to debris routes
 - ◆ Inspection of DMS sites to ensure operations are being carried out according to contract
 - ◆ Verification of security and control for temporary DMS sites

Legal (County Prosecutor’s office or equivalent) will:

- Review private property insurance information and other assets to ensure benefits and resources are fully utilized.

Purchasing (Miami County Commissioner’s office or equivalent) will:

- Set bidding requirements.
- Advertise for bids.
- Instruct bidders.
- Develop contracts.
- Document all costs for debris removal activities.

Finance (Miami County Auditor’s office or equivalent) will:

- Keep records of financial transactions for reimbursement of debris removal operations.
- Coordinate funding of debris removal operations.

Public Information Officer (PIO) (Miami County Commissioner’s office or County EMA office) will:

- Give the public information about:
 - ◆ Segregating hazardous waste
 - ◆ Placing debris at the curbside
 - ◆ Keeping debris piles away from fire hydrants and valves
 - ◆ Reporting illegal dumping
 - ◆ Segregating recyclable materials
 - ◆ Debris pick-up schedules
 - ◆ Location of DMS sites
 - ◆ Disposal methods and compliance with Environmental Protection Agency regulations
 - ◆ Restrictions and penalties for illegal dumping

Attachment A1—Types of Contracts

Types of Contracts: The following types of contracts may be used when conducting debris management operations.

◆ Time and Material: Under a time and material contract, the contractor is paid on the basis of time spent and resources utilized in accomplishing debris management tasks. The Federal Emergency Management Agency recommends, for reimbursement purposes, that the use of time and material contracts be *limited to the first 70 work hours* following a disaster event.

◆ Unit Price: A unit price contract is based on weight (tons) or volume (cubic yards) of debris hauled, and should be used when the scope of work is not well defined. It requires close monitoring of collection, transportation, and disposal to ensure that quantities are accurate. A unit price contract may be complicated by the need to segregate debris for disposal.

◆ Lump Sum: A lump sum contract establishes a total price using a one item bid from a contractor. It should be used only when a scope of work is clearly defined, with areas of work and quantities of material clearly identified. Lump sum contracts can be defined in one of two ways:

Area Method— the scope of work is based on a one time clearance of a specified area.

Pass Method— the scope of work is based on a certain number of passes through a specified area, such as a given distance along a right of way.

Attachment A2—List of Contracts and Agreements

The attached documents are samples only and may not address all issues affecting an individual jurisdiction's situation. All official documents should be reviewed and approved by the appropriate legal authority prior to use.

Sample Mutual Aid Agreement —Attachment A3

Sample Right of Entry Agreement— Attachment A4

Sample Time and Materials Contract— Attachment A5

Sample Lump Sum Contract for Debris Removal— Attachment A6

Sample Unit Price Contract for Debris Removal— Attachment A7

Debris Fact Sheet for Local Officials – Attachment A-7A

Attachment A3- Mutual Aid Agreement

THIS AGREEMENT, entered into this day of by the participating parties hereto:

WHEREAS, each of the parties hereto desires to furnish mutual aid to each other in the event of a disaster, for which neither party might have sufficient equipment or personnel to cope, and,

WHEREAS, such a mutual aid agreements are authorized by (Site Statutory Agency).

NOW THEREFORE, the parties do mutually agree as follows:

ARTICLE I TERM

This agreement shall commence at 12:01 a.m. on _____, and continue through _____, subject to the right of each party to terminate sooner as provided herein.

ARTICLE II SERVICES

A. In the event of a disaster that requires aid of equipment and personnel beyond that which each party is able to provide for itself, all parties hereto agree that at the request of any party Hereto the others will loan such equipment and personnel as the respective officials of the lending jurisdiction, in their discretion, shall determine can be reasonably spared at the time without placing their own community in jeopardy.

B. Since time is of the essence during emergencies as herein referred to, the authority to dispatch equipment and personnel or call for in accordance with the terms and conditions of this agreement shall be delegated specifically to the chief official or acting chief official of the parties hereto.

C. The lending party shall be responsible for the delivery of said equipment and personnel to the location specified by requesting party.

D. Upon arrival at said location, the officer in charge of the said equipment and personnel shall report to the officer in charge at the location of the disaster, who shall assume full charge of all operations at a disaster or emergency location.

E. All equipment and personnel loaned hereunder shall be returned upon demand of the lending party or when released by the requesting party upon the cessation of the emergency.

ARTICLE III PAYMENT

No charge shall be assessed for services rendered by any party hereto.

ARTICLE IV WAIVER OF CLAIMS

Each party hereto hereby waives all claims against the other for compensation for any loss, damage, personal injury, or death occurring in consequence of the performance of either party, their agents, or employees hereunder.

ARTICLE V TERMINATION

This Agreement may be terminated by either party upon at least thirty days prior written notice to the other.

ARTICLE VI INTEGRATION

This Agreement contains the entire understanding between the parties, and there are no understandings or representations not set fourth or incorporated by reference herein. No subsequent modifications of this Agreement shall be of any force or effect unless in writing signed by the parties.

ARTICLE VII COMPLIANCE WITH LAWS

In the performance of this Agreement, each party shall comply with all applicable Federal, State, and Local laws, rules, and regulations.

SIGNATURES OF AGREEING OFFICIALS

Agreement No. _____

ATTACHMENT A4
Authorization To Enter Property and To Remove Debris

I, the undersigned, am an owner/lessee of the real property located at:

Miami County, Ohio, (the "Property"); and I hereby freely give and grant the right of access and entry onto said property for the purpose of removing and clearing storm-generated debris from the Property to any Federal, state, or local governmental agency, contractor, subcontractor, or employee.

I understand that this authorization does not obligate any governmental agency, employee, contractor, or subcontractor to perform any removal of debris from the Property.

In the event that any governmental agency, employee, contractor, or subcontractor does perform debris removal on the Property, I shall not apply for, or accept any compensation for debris removal from any private entity or any other third party source, or any form of public assistance. If I am compensated from any source for the cost of the removal of debris from the Property, I will report said compensation or settlement to the Miami County Emergency Management Agency.

I hereby release, discharge, and agree to hold harmless the United States of America, the State of Ohio, Miami County and its Board of Commissioners, the County Risk Sharing Authority, and all of their current and former agencies, employees, officers, agents, successors, assigns, contractors, and subcontractors from any claimed injury, damage, harm, or loss to any person or property that may arise from the activities conducted by any or all of the same in removing debris from the property.

Signed this _____ day of _____, 2_____.

Owner/Lessee

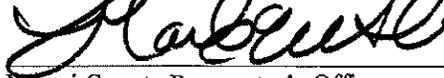
Telephone Number

Owner/Lessee

Telephone Number

Witnessed By: _____

APPROVED AS TO FORM ONLY



Miami County Prosecutor's Office

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**Attachment A5
Time and Materials Contract**

*Note: Please see contract attachments E1, E2, E3

**ARTICLE 1:
Agreement Between Parties**

This contract is entered into on this _____ day of _____, 20____, by and between the city/county of _____, hereinafter called the ENTITY and _____, hereinafter called the CONTRACTOR.

**ARTICLE 2:
Scope of Work**

This contract is issued pursuant to the Solicitation and Procurement on _____, 20____, for the removal of debris caused by the sudden natural or man-made disaster of _____ to _____, 20____. It is the intent of this contract to provide equipment and manpower to remove all hazards to life and property in the affected communities. Clean up, demolition, and removal will be limited to 1) that which is determined to be in the interest of public safety and 2) that which is considered essential to the economic recovery of the affected area.

**ARTICLE 3:
Schedule of Work**

Time is of the essence for this debris removal contract.

Notice to proceed with Work: The work under this contract will commence on _____, 20____ and end on _____, 20____. The equipment shall be used for (recommended not to exceed 70) hours, unless the ENTITY initiates additions or deletions by written change order. Based upon unit prices of equipment and labor, no minimum or maximum number of hours is guaranteed.

**ARTICLE 4:
Contract Price**

The hourly rates for performing the work stipulated in the contract, documents, which have been transposed from the low bidder’s bid schedule, are as follows:

Equipment/Machine/Operator	Mobilization/ Demobilization Cost	Hourly Rate
Manufacturer, Model		Total unit rate shall be given which includes maintenance, fuel, overhead, profit, and other associated cost with the equipment.
		Estimated Cost per unit of material. Only actual invoice amounts will be paid.
Labor Man-hours		Protective clothing, fringe benefits, hand tools, supervision,

		transportation and any other costs.
--	--	-------------------------------------

ARTICLE 5:
Payment

The ENTITY shall pay the Contractor for mobilization and demobilization if the Notice to Proceed is issued and will pay for only the Time that the equipment and manpower is actually being used in accomplishing the work. The Contractor shall be paid within _____ days of the receipt of a pay estimate and verification of work by the inspector.

ARTICLE 6:
Claims

Not Applicable

ARTICLE 7:
Contractor's Obligations

The Contractor shall supervise accomplishment of the work effort directed by labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. Additionally, the Contractor shall pay for all materials, personnel, liability insurance, taxes, and fees necessary to perform under the terms of the contract. Caution and care must be exercised by the Contractor not to cause any additional damage to sidewalks, roads, buildings, and other permanent fixtures.

ARTICLE 8:
Insurance and Indemnification

The successful BIDDER shall provide, as part of its BID package and proposal, evidence of the maintenance of insurance, as set forth herein below, and as part of the contract awarded pursuant hereto, and as condition of said contract, continually shall maintain such coverage's, and, upon request of the OWNER provide evidence of the existence and viability of the same.

Limits shall be not less than:

- a) For liability for bodily injury, including accidental deaths, \$1,000,000.00 for any one person and, subject to the same limit for each person, \$5,000,000.00 on account of one occurrence.
- b) For liability for property damage other than that caused by operation of motor vehicles, \$1,000,000.00 on account of one occurrence and \$5,000,000.00 on account of all occurrences.
- c) For property covering the operation of motor vehicles, not less than \$5,000,000.00.
- d) For contractual liability, the amounts required under a and b above.
- e) For the Worker's Compensation, as required by the State of Ohio.

The BIDDER shall furnish evidence with its bid that the bidder can obtain and maintain the insurance specified in this Bid Manual.

To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY and their general fund, agents, employees, and consultants from and against all claims, damages, losses and expenses including, but not limited to attorney's fees arising out of or resulting from the performance of

the Work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from and (2) is caused in whole or in part by any negligent act of omission of CONTRACTOR, its Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable regardless of whether it is caused in part by a party indemnified hereunder.

The CONTRACTOR shall indemnify the COUNTY, its general fund, employees, agents and consultants from any environmental liabilities or claims that result from the supply of any services resulting from this specification and bid.

In any and all claims against the COUNTY or any of its agents, employees or consultants, by any employee of CONTRACTOR or its Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under the paragraph above shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONTRACTOR or any Subcontractor under Worker's or Workmen's compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 9:
Contractor Qualifications

The Contractor must be duly licensed in the State per statutory requirements.

THIS CONTRACT IS DULY SIGNED BY ALL PARTIES HERETO:

Entity (City, County, Town, Etc)

By _____ Seal

by _____ Seal
Principal of the firm

Contractor (Include address, City, State)

**Attachment A6
Lump Sum Contract for Debris Removal**

*Note: Please see contract attachments E1, E2, E3

**ARTICLE 1:
Agreement Between Parties**

This contract is made and entered into on this _____ day of, 20____, by and between the city/county of _____, hereinafter called the ENTITY and _____, hereinafter called the CONTRACTOR.

ARTICLE 2: Scope of Work

This contract is issued pursuant to the Solicitation and Procurement on _____, 20____, for the removal of debris caused by the sudden natural or manmade disaster of _____ to _____, 20____. It is the intent of this contract to provide equipment and manpower to remove all hazards to life and property in the affected communities. Clean up, demolition, and removal will be limited to 1) that which is determined to be in the interest of public safety and 2) that which is considered essential to the economic recovery of the affected area.

ARTICLE 3: Schedule of Work

Time is of the essence for this debris removal contract.

Notice to proceed with the Work: The Work under this contract will commence on _____, 20____ and end on _____, 20____. Maximum allowable time for completion will be _____ Calendar days, unless the Entity initiates additions or deletions by written change order. If the Contractor does not complete Work within the allotted time, liquidated damages will be assessed in the amount of _____ per day.

**ARTICLE 4:
Contract Price**

The lump sum price for performing the work stipulated in the contract document is.
\$ _____.

**ARTICLE 5:
Payment**

The Contractor shall submit certified pay requests for completed work. The Entity shall have 10 calendar days to approve or disapprove the pay request. The Entity shall pay the Contractor for his/her performance under the contract within _____ days of approval of the pay estimate. On contracts over 30 days in duration, the Entity shall pay the Contractor a pro-rata percentage of the contract amount on a monthly basis, based on the amount of work completed and approved in that month. The Entity will remunerate the Contractor within 30 days of the approved application for payment, after which interest will be added at a rate of _____ on each payment. Retainer shall be released upon substantial completion of the work.

Funding for this contract is authorized pursuant to Public Law of the State of Ohio _____, And _____ . Local Statute or ordinance

ARTICLE 6: Change Orders

If the scope of work is changed by the Entity, the change in price and contract time will be promptly negotiated by the parties, prior to commencement of work.

ARTICLE 7: Contractor's Obligations

The Contractor shall supervise and direct the Work, using skillful labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. Additionally, the Contractor shall pay for all materials, equipment, personnel, taxes, and fees necessary to perform under the terms of the contract.

Any unusual, concealed, or changed conditions are to be immediately reported to the Entity. The Contractor shall be responsible for the protection of existing utilities, sidewalks, roads, building, and other permanent fixtures. Any unnecessary damage will be repaired at the Contractor's expense.

ARTICLE 8: Entity's Obligations

The Entity's representative(s) shall furnish all information, documents, and utility locations, necessary for commencement of Work. Costs of construction permits and authority approvals will be borne by the Entity. A representative will be designated by the Entity for inspecting the work and answering on-site questions.

The Entity shall designate the public and private property areas where the disaster mitigation work is to be performed. Copies of complete "Right of Entry" forms, where they are required by the State and local law for private property, shall be furnished to the Contractor by the Entity. The Entity shall hold harmless and indemnify the Contractor judgments and awards alleged to have been caused by services rendered under this contract for disaster relief work unless such claims are caused by the gross negligence of the Contractor, his subcontractors or his employees.

ARTICLE 9: Claims

If the Contractor wishes to make a claim for additional compensation, for work or materials is not clearly covered in the contract, or not ordered by the Entity as a modification to the contract, he/she shall notify the Entity in writing. The Contractor and the Entity will negotiate the amount of adjustment promptly; however, if no agreement is reached, a binding settlement will be determined by a third party acceptable to both Entity and Contractor under the sections of applicable State law.

ARTICLE 10: Insurance and Indemnification

The successful BIDDER shall provide, as part of its BID package and proposal, evidence of the maintenance of insurance, as set forth herein below, and as part of the contract awarded pursuant hereto, and as condition of said contract, continually shall maintain such coverage's, and, upon request of the OWNER provide evidence of the existence and viability of the same.

Limits shall be not less than:

1. For liability for bodily injury, including accidental deaths, \$1,000,000.00 for any one person and, subject to the same limit for each person, \$5,000,000.00 on account of one occurrence.

2. For liability for property damage other than that caused by operation of motor vehicles, \$1,000,000.00 on account of one occurrence and \$5,000,000.00 on account of all occurrences.
3. For property covering the operation of motor vehicles, not less than \$5,000,000.00.
4. For contractual liability, the amounts required under **a** and **b** above.
5. For the Worker's Compensation, as required by the State of Ohio.

The BIDDER shall furnish evidence with its bid that the bidder can obtain and maintain the insurance specified in this Bid Manual.

To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY and their general fund, agents, employees, and consultants from and against all claims, damages, losses and expenses including, but not limited to attorney's fees arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from and (2) is caused in whole or in part by any negligent act or omission of CONTRACTOR, its Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable regardless of whether it is caused in part by a party indemnified hereunder.

The CONTRACTOR shall indemnify the COUNTY, its general fund, employees, agents and consultants from any environmental liabilities or claims that result from the supply of any services resulting from this specification and bid.

In any and all claims against the COUNTY or any of its agents, employees or consultants, by any employee of CONTRACTOR or its Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under the paragraph above shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONTRACTOR or any Subcontractor under Worker's or Workmen's compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 11:
Contractor Qualifications

The Contractor must be duly licensed in the State per statutory requirements.

THIS CONTRACT IS DULY SIGNED BY ALL PARTIES HERETO:

Entity (City, County, Town, Etc.)

By _____ Seal

Contractor (Include Address, City, State)

By _____ Seal
Principal of the Firm

Attachment A7— Unit Price Contract for Debris Removal

*Note: Please see contract attachments E1, E2, E3

**ARTICLE 1:
Agreement Between Parties**

This contract is made and entered into on this the _____, 20____, by and between the city/county of _____, hereinafter called the ENTITY and _____, hereinafter called the CONTRACTOR.

**ARTICLE 2:
Scope of Work**

This contract is issued pursuant to the Solicitation and Procurement on _____, 20____, for the removal of debris caused by the sudden natural or man-made-disaster of _____ to _____, 20____. It is the intent of this contract to provide equipment and manpower to remove all hazards to life and property in the affected communities. Clean up, demolition, and removal will be limited to 1) that which is determined to be in the interest of public safety and 2) that which is considered essential to the economic recovery of the affected area.

**ARTICLE 3:
Schedule of Work**

Time is of the essence for this debris removal contract.

Notice to proceed with the Work: The work under this contract will commence on _____, 20____ and end on _____, 20____. Maximum allowable time for the completion will be _____ Calendar days unless the Entity initiates additions or deletions by written charge order. Subsequent changes in cost and completion time will be equitably negotiated by both pursuant to applicable State law. Liquidated damages shall be assessed at \$ _____/calendar day for any days over the approved contract amount.

**ARTICLE 4:
Contract Price**

The unit prices for performing the work stipulated in the contract documents, which have been transposed from the low bidder’s bid schedule are as follows:

Quantity	Unit of Measure	Description	Unit Cost	Total
Subtotal	_____			
Cost of Bond	_____			
Grand Total	_____			

*Debris shall be classified as one of the following units: cubic yards, each, square foot, linear foot, gallon, or an approved unit measure applicable to the specific material to be removed.

**ARTICLE 5:
Payment**
The Contractor shall submit a certified pay request for completed work. The Entity shall have 10 calendar days to approve or disapprove the pay request. The Entity shall pay the Contractor for his performance

under the contract within 20 days of approval of the pay estimate. On contracts over 30 days in duration, the Entity shall pay the Contractor a pro-rata percentage of the contract amount on a monthly basis based on the amount of work completed and approved in the month. The Entity will remunerate the Contractor within 30 days of the approved application for payment. After which interest will be added at a rate of _____ per annum. Payments shall be subject to a retainage of _____ on each payment. Retainage shall be released upon substantial completion of the work.

Funding for this contract is authorized pursuant to Public Law of the State of Ohio _____, and _____ (Local statute or ordinance)

ARTICLE 6:
Claims

If the Contractor wishes to make a claim for additional compensation, for work or materials not clearly covered in the contract, or not ordered by the Entity as a modification to the contract, he/she shall notify the Entity in writing. The Contractor and the Entity will negotiate the amount of adjustment promptly; however, if no agreement is reached a binding settlement will be determined by a third party acceptable for both Entity and Contractor under the auspices of applicable State law.

ARTICLE 7:
Contractors Obligations

The Contractor shall supervise and direct the Work, using skillful labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. Additionally, the Contractor shall pay for all materials, equipment, personnel, taxes, and fees necessary to perform under the terms of the contract.

Any unusual, concealed, or changed conditions are to be immediately reported to the Entity. The Contractor shall be responsible for the protection of existing utilities, sidewalks, roads, buildings, and other permanent fixtures. Any unnecessary damage will be repaired at the Contractor's expense.

ARTICLE 8:

Hauling Contractors must be registered with the Miami County Health Department.

ARTICLE 9:
Entity's Obligations

The Entity's representative(s) shall furnish all information, documents, and utility locations for necessary for commencement of Work. Costs of construction permits and authority approvals will be borne by the Entity. A representative will be designated by the Entity for inspecting the work and answering any on-site questions.

The Entity shall designate the public and private property areas where the disaster mitigation work is to be performed. Copies of "Right of Entry" forms, as required by State laws for private property, shall be furnished to the Contractor by the Entity. The Entity shall hold harmless and indemnify the Contractor judgments and awards alleged to have been caused by services rendered under this contract for disaster relief work unless such claims are caused by the gross negligence of the Contractor, his/her subcontractors, or his/her employees.

The Entity will terminate this contract for failure to perform as specified, or for default by the Contractor.

ARTICLE 10:
Insurance and Indemnification

The successful BIDDER shall provide, as part of its BID package and proposal, evidence of the maintenance of insurance, as set forth herein below, and as part of the contract awarded pursuant hereto, and as condition of said contract, continually shall maintain such coverage's, and, upon request of the OWNER provide evidence of the existence and viability of the same.

Limits shall be not less than:

1. For liability for bodily injury, including accidental deaths, \$1,000,000.00 for any one person and, subject to the same limit for each person, \$5,000,000.00 on account of one occurrence.
2. For liability for property damage other than that caused by operation of motor vehicles, \$1,000,000.00 on account of one occurrence and \$5,000,000.00 on account of all occurrences.
3. For property covering the operation of motor vehicles, not less than \$5,000,000.00.
4. For contractual liability, the amounts required under 1 and 2 above.
5. For the Worker's Compensation, as required by the State of Ohio.

The BIDDER shall furnish evidence with its bid that the bidder can obtain and maintain the insurance specified in this Bid Manual.

To the fullest extent permitted by law, CONTRACTOR shall indemnify and hold harmless COUNTY and their general fund, agents, employees, and consultants from and against all claims, damages, losses and expenses including, but not limited to attorney's fees arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom and (2) is caused in whole or in part by any negligent act or omission of CONTRACTOR, its Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable regardless of whether it is caused in part by a party indemnified hereunder.

The CONTRACTOR shall indemnify the COUNTY, its general fund, employees, agents and consultants from any environmental liabilities or claims that result from the supply of any services resulting from this specification and bid.

In any and all claims against the COUNTY or any of its agents, employees or consultants, by any employee of CONTRACTOR or its Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under the paragraph above shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONTRACTOR or any Subcontractor under Worker's or Workmen's compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 11:
Contractor Qualifications

The contractor must be fully licensed in the State of Ohio.

THIS CONTRACT IS DULY SIGNED BY ALL PARTIES HERETO:

Entity (City, County, Township, Village, etc.)

By _____ Seal
Contractor, Address, City, State

By _____ Seal
Principal of the firm

Attachment A-7A

DEBRIS FACT SHEET FOR LOCAL OFFICIALS



**OHIO DEPARTMENT
OF PUBLIC SAFETY**
EDUCATION • SERVICE • PROTECTION



The information contained within this document is intended to assist local officials responsible for all or a portion of the issues relating to managing all types of waste (“debris”) resulting from a disaster or significant emergency. Removal, reduction, recycling, temporary sites, contracting and disposal data as well as points of contact are included in the following pages.

The Ohio Environmental Protection Agency (EPA) and Ohio Emergency Management Agency (EMA) are two state agencies that have primary responsibilities to respond to disasters. Disasters can generate a significant amount of debris and can disrupt local government operations in general. Their roles and day-to-day points of contact are detailed below.

Local Governments

Local health departments may be able to provide technical assistance regarding debris management and public health issues. Local health departments may also have primary responsibility during a disaster in the regulatory oversight for proper management of debris. Of particular concern for public health and safety is the management and proper disposal of debris created by a disaster or by demolition, yard waste, household hazardous waste, food stuffs, and spoiled food.

Ohio Environmental Protection Agency (www.epa.state.oh.us/dmwm)

Division of Materials and Waste Management, Central Office
50 West Town Street, Suite 700, Columbus, OH 43215
Phone (614) 644-2621 Fax (614) 728-5315

Primary responsibility during a disaster is regulatory oversight for proper management of debris. This is accomplished by providing rule interpretations (regulatory requirements), technical assistance/coordination regarding temporary staging, collection, removal and disposal of debris, and resource lists.

Ohio Emergency Management Agency (www.ema.ohio.gov)

Disaster Recovery Branch
2855 West Dublin Granville Road, Columbus, OH 43235
Phone (614) 799-3665 Fax (614) 791-0018

Primary responsibility is coordination of state assistance, through County Emergency Management Agency offices, to support the efforts of local officials following disasters. The Disaster Recovery Branch administers reimbursement programs for costs associated with local response/recovery actions, including debris operations.

Page 2 Contact List

Page 3 Management Options Chart

Page 4 Temporary Debris Sites

Page 5 Ohio EPA Resources

Page 6 Contracting and FEMA Eligibility

ADDITIONAL CONTACTS

Local Solid Waste Mgmt District	See Local Listing	(Recycling)
Ohio EMA	(877) 644-6362	(Response and Recovery)
Local Department of Health	See Local Listing	
Ohio Historic Preservation Off	(614) 298-2000	
Ohio Department of Health	(614) 466-1390	(Environmental/Historic), (Private Drinking Water)
Attorney General	(800) 282-0515	
Ohio Department of Agriculture	(614) 728-6200	(Consumer Protection), (Deceased Animals)
Ohio Dept. Natural Resources	(614) 265-6565	
U.S. Corp of Engineer Lakes Division)	(513) 684-3002	(Recycling, Floodplain Mgmt.), (Regulatory-Great

Ohio Environmental Protection Agency – Management Options for Disaster Related Wastes

Type of Waste	Description of Waste	Management Options
<p>General Solid Waste (aka Municipal Solid Waste)</p>	<p>Food, packaging, clothing, appliances, furniture, machinery, electronic equipment, garbage, plastic, paper, bottles, cans, loose carpeting, paper products, scrap tires, street dirt, deceased animals, vehicles Sand Bag Note: Sand from sand bags used to control flooding may be emptied from the bags and reused. The empty bags, if not reused, are considered solid waste. Sand contaminated with other materials (hazardous, etc.) should be handled appropriately.</p>	<ul style="list-style-type: none"> • Recycling: segregate / recycle as much as possible (preferred) • MSW Landfill Disposal • MSW Transfer Facility Disposal • Scrap Tires: licensed tire recovery / recycling facility • Appliances: remove refrigerants prior to disposal • Vehicles: auto salvage yards • Deceased Animals: landfill, compost, burn / bury / render (per Ohio Dept. of Ag. Guidelines)
<p>Agricultural Waste & Vegetative Waste (aka Solid Waste)</p>	<p>Vegetative or woody waste, tree limbs, brush, shrubs (does not include buildings, other structures, deceased animals, or vehicles)</p>	<ul style="list-style-type: none"> • Recycling: drying, chipping, grinding for use in landscaping, mulching, and as a fuel supplement (preferred) • MSW Landfills Disposal • MSW Transfer Facility Disposal • Appropriate Composting Facilities • Controlled Burning – for use in declared disaster areas only; air curtain destructor use and Ohio EPA approval required
<p>Construction & Demolition Debris (CDD)</p>	<p>Brick, stone, mortar, asphalt, lumber, wallboard, glass, roofing, metal, piping, fixtures, electrical wiring, heating equipment, insulation, carpeting attached to structures, railroad ties, utility poles, mobile homes</p>	<ul style="list-style-type: none"> • Recycling: segregate and reuse as much materials as possible • CDD Landfill Disposal • MSW Landfill Disposal • MSW Transfer Facility Disposal • Mobile Homes: take to salvage company or CDD landfill
<p>Clean Hard Fill (a subset of CDD)</p>	<p>CDD which consists only of reinforced or non-reinforced concrete, asphalt concrete, brick, block, tile, and stone which can be reused as construction or fill material</p>	<ul style="list-style-type: none"> • Segregate and reuse materials as appropriate. Notify local health district of intent to use clean hard fill in filling operations
<p>Infectious Waste</p>	<p>Needles and medical related glass (“sharps”), syringes, blood containing or saturated items including tubing, clothing, bandages, etc.</p>	<ul style="list-style-type: none"> • Contact local health district or Ohio EPA District Office for guidance

Type of Waste	Description of Waste	Management Options
Hazardous Wastes & Household Hazardous Wastes	Flammable materials (fuels, gasoline, kerosene, propane tanks, oxygen bottles, etc.), explosives, batteries, common household chemicals, industrial and agricultural chemicals, cleaners, solvents, fertilizers, etc.	<ul style="list-style-type: none"> • Segregate materials as practical and dispose of at an approved hazardous waste facility. Contact appropriate Ohio EPA District Office for guidance. • Household hazardous waste disposal is permitted at MSW facilities. However, strongly consider segregation from waste stream, where practical, and dispose of with other hazardous materials.
Radiological Wastes	Nuclear medicine materials and associated patient wastes, certain monitoring equipment	<ul style="list-style-type: none"> • Contact Ohio Department of Health for regulatory requirements and management options. Not regulated by Ohio EPA.

Variances / Exemptions: All regulated disposal facilities in Ohio have operational requirements / restrictions regarding the types and volume of waste that can be accepted for disposal. During emergency events, a facility may seek authorization from the Director of Ohio EPA to temporarily accept different waste streams or an increased volume of waste. Before taking disaster-related debris to a disposal facility, please make sure that the facility is willing and properly authorized to accept the material.

Stream Cleanup Activities: Prior to removing debris from streams and waterways, please make sure you have the appropriate authorizations, if necessary (permits from COE and/or Ohio EPA, property owner permission, etc.). Once debris is removed from the streams / waterways segregate the debris as much as possible and manage according to the above outlined options.

Temporary Debris Sites

Things to Consider

- Site Ownership – Use public lands whenever possible to avoid potentially costly and complicated leasing arrangements, and to lessen potential trespassing allegations. Use privately owned land only if no public sites are available. If using private lands, be sure to obtain proper, detailed usage agreements with all parties having an ownership interest.
- Site Location
 - Consider impact of noise, dust, traffic
 - Consider pre-existing site conditions
 - Look for good ingress/egress at site
 - Consider paved versus unpaved areas
 - Consider potential impact on ground water
 - Determine whether any existing drains need to be sealed
 - Consider site size based on:
 - Expected volume of debris to be collected
 - Planned volume reduction and debris processing activities
 - Avoid environmentally sensitive areas, such as:
 - Wetlands
 - Rare and critical animals or plant species
 - Well fields and surface water supplies
 - Historical / archaeological sites
 - Sites near residential areas, schools, churches, hospitals, and other sensitive areas
 - Record detailed conditions of chosen site (pictures, video, etc.)
- Site Operations
 - Use portable containers
 - Ensure portable containers are emptied/replaced when necessary
 - Separate types of waste as operations continue
 - Monitor site at all times
 - Perform on-going volume reduction (on site or removal for disposal / reduction)
 - Provide nuisance management (dust, noise, etc.)
 - Provide vector controls (rats, insects, etc.)
 - Provide special handling for regulated hazardous materials
 - If household hazardous waste is segregated, ensure disposal options exist
 - Provide security (limit access to site)
 - Ensure appropriate equipment is available for site operations
- Site Closeout
 - Remove all remaining debris to authorized locations
 - Restore site to pre-use conditions
 - Record detailed conditions of site after closeout is complete (pictures, video, etc.)

Ohio Environmental Protection Agency Resources

The following documents are available for download from the Ohio EPA Website or by contacting the appropriate Ohio EPA division.

- Ohio EPA Registered and/or Licensed Debris Disposal Facility and Company Listings - DMWM
 - Composting Facilities
 - Construction and Demolition Debris Landfills
 - Infectious Waste Transporters
 - Municipal Solid Waste Landfills
 - Municipal Solid Waste Transfer Facilities
 - Scrap Tire Storage and Disposal Facilities
 - Scrap Tire Transporters
 - Solid Waste Management District Contacts
- Emergency Response Contractors - DERR
- Orphan Drum Program – DERR
- Open Burning Regulations – DAPC
- Ohio EPA District Office Map and Contact Numbers (included with this fact sheet)

Ohio EPA Division of Materials & Waste Management (DMWM)

www.epa.state.oh.us/dmwm

(614) 644-2621

Ohio EPA Division of Emergency & Remedial Response (DERR)

www.epa.state.oh.us/derr

(614) 644-2924

Ohio EPA Division of Air Pollution Control

www.epa.state.oh.us/dapc

(614) 644-2270

CONTRACTING AND FEMA ELIGIBILITY

GENERAL WORK ELIGIBILITY

Under a presidential disaster declaration for the state of Ohio, the Federal Emergency Management Agency (FEMA) may provide assistance to state and local governments for costs associated with debris removal operations. Debris removal operations include collection; pick up, hauling, and storage at a temporary site, segregation, reduction, and final disposal. This document provides information on the eligibility of debris removal operations for Public Assistance (PA) funding.

Determination of eligibility is a FEMA responsibility. Removal and disposal of debris that is a result of the disaster, is within a declared county and is on public property, is eligible for federal assistance. Public property includes roads and publicly-owned facilities. Removal of debris from parks and recreation areas is eligible when it affects improved facilities (i.e. trails), affects public health and safety or limits the use of those facilities.

Debris Removal from Private Property: Costs incurred by local governments to remove debris from private property may be reimbursed by FEMA if it is pre-approved by the Federal Disaster Recovery Manager, is a public health and safety hazard, and if the work is performed by an eligible PA applicant, such as a municipal or county government. The cost of debris removal by private individuals is not eligible under the Public Assistance Program; however, during a specific time period, a private property owner may move disaster-related debris to the curbside for pick up by an eligible PA applicant. Applicants should set the specific period of time to ensure curbside debris does not include non-event related or reconstruction debris (ineligible).

Eligible Costs: If an applicant uses force account (their own) personnel and equipment, the cost of the equipment and overtime costs for personnel are eligible for federal funding. If an applicant chooses to award a contract(s) for debris operations, the costs of the contracts are also eligible for federal funding, as long as the contract is reasonable.

Documentation: To ensure that processing of federal funding is done as quickly as possible, applicants should maintain the following information: debris estimates, procurement information (bid requests, bid tabulations, etc.), contracts, invoices, and monitoring information (load tickets, scale records, etc). If an applicant performs debris removal, the payroll and equipment hours must be kept. All records should be maintained in the manner prescribed by the local government with consideration of state and federal record retention guidelines.

CONTRACTING FOR DEBRIS REMOVAL

Procurement

- Determine the type of contracting needed to satisfy specific debris clearance, removal and disposal requirements of an unusual and compelling urgency;
- Ensure adherence to state and local procurement guidance;
- Determine if any purchasing and contracting requirements are waived as a result of the disaster and subsequent declarations of emergency (see Ohio Revised Code 125.023 and/or 44 CFR 13.36(d)(4));
- To ensure federal reimbursement, applicants should follow FEMA requirements for procurement, 44 CFR Part 13.36. FEMA requires that the procurement process allow for competition and reasonable cost. To show competition, applicants should at a minimum solicit three quotes (projects under \$100,000) or formally bid (advertise) the work. Reasonable costs are those that are fair and equitable for the type of work performed in the affected area. To show reasonable cost, the applicants should be able to document a base amount to which they compared the awarded bid;
- Solicit bids, evaluate offers, award contracts, and issue notices to proceed with all contract assignments. (See pg 8 of this document for debarred/suspended contractor information);
- Supervise the full acquisition process for service and supply contracts and the oversight of contract actions to ensure conformance to regulatory requirements;

- Coordinate with the local Department of Public Works and Department of Solid Waste Management staffs and consult with legal counsel. The contracting office must take care to avoid the solicitation of assistance from the general public and giving the impression that compensation will be provided for such assistance. In general, this would be considered as volunteer actions. In addition, there are a number of other issues involved with such a solicitation, including licensing, bonding, insurance, the potential for the communities to incur liability in the event of injury or fatality, supervision and certification of work done;
- Please see the Ohio Revised Code, Sections 125.023, 307.86.92, 153.54, 153.57, 2921.01, and 2921.42 and supplementary rules and local ordinances for additional information pertaining to competitive bidding.
- FEMA recommends use of pre-drafted contracts or pre-event contracts so long as they follow procurements requirements as outlined in 44 CFR Part 13.36 and also recommends pre-qualifying contractors to expedite the bid process.

Unit Price Contracts

- Based on weights (tons) or volume (cubic yards) of debris hauled, and should be used when the scope of work is not well defined;
- They require close monitoring of pick up, hauling and dumping to ensure that quantities are accurate;
- Unit price contracts may be complicated by the need to segregate debris for disposal.

Lump Sum Contracts

- Establishes the total contract price using a one-item bid from the contractor;
- Should only be used when the scope of work is clearly defined, with areas of work and quantities of material clearly identified;
- These contracts can be defined in one of two ways: Area Method where the scope of work is based on a one-time clearance of a specified area and Pass Method where the scope of work is based on a certain number of passes through a specified area, such as a given distance along a right-of-way.

Time and Materials Contracts (T/M)

- This is a administratively labor intensive type of contract and should only be used if the applicant has the administrative resources to successfully accomplish and document the monitoring aspect;
- May be used for short periods of time immediately after the disaster to mobilize contractors for emergency removal efforts (generally FEMA accepts these contracts for the first 70 hours). Applicants should move towards either Unit Price or Lump Sum contract as soon as possible after the beginning of debris removal operations;
- If T/M contracts are determined by the applicant to be the most cost-effective and well-suited to the type of work, they may be continued beyond the initial 70 hour period if the following applies:
 - A determination was made and documented that no other contract was suitable and a ceiling price was included;
 - The applicant can document monitoring of contractor activities. This includes but is not limited to monitoring load tickets or completion of daily reporting forms and requesting backup to contractor invoices (i.e. time cards, etc.).
- T/M contracts must have a dollar ceiling or a not-to-exceed limit for hours (or both), and should be terminated immediately when this limit is reached;
- The contract should (a) detail labor costs to include job classification, skill level and hourly rate, (b) the price for labor and equipment applies only when in operation, (c) cost for equipment includes fuel and maintenance, (d) the community reserves the right to terminate the contract at its convenience, and (e) the community does not guarantee a minimum number of hours.

Contract Monitoring

An employee or contractor should monitor the contractor's activities to ensure satisfactory performance. Monitoring includes: verification that all debris picked up is a direct result of the disaster; measurement and inspection of trucks to ensure they are fully loaded; on-site inspection of pick up areas, debris traffic routes, temporary storage sites, and

disposal areas; verification that the contractor is working in its assigned contract areas; verification that all debris reduction and disposal sites have access control and security.

Contracting Do-Not's: FEMA does not recommend, pre-approve, or certify any debris contractor. FEMA does not certify or credential personnel other than official employees and Technical Assistance Contract personnel assigned to the disaster by FEMA. Additionally, only FEMA has the authority to make eligibility determinations, not contractors. Finally, do not accept contractor-provided contracts without close review. FEMA /Ohio EMA can provide technical assistance on contracts and contract procedures, if requested to do so by local officials.

Ineligible Contracts: FEMA will not provide funding for cost-plus-percentage of cost contracts (including markups), contracts contingent upon receipt of state or federal disaster assistance funding, or contracts awarded to debarred or suspended contractors.

See www.epls.gov (federal-list) and <http://www.sos.state.oh.us/SOS/recordsindexes.aspx> (state-list) for debarred contractor information. A second site for suspended contractors is <http://www.auditor.state.oh.us/resources/findings/default.htm>.

ENVIRONMENTAL CONSIDERATIONS

Federal, State and local regulations, laws and ordinances need to be addressed and followed for all environmental and historic preservation issues. Examples of how these considerations could affect reimbursement for debris removal operations:

- Executive Order 11988, Floodplain Management: Temporary storage sites should not be in the floodplain;
- Executive Order 12898, Environmental Justice: Do not purposefully choose routes to disposal sites that avoid more affluent neighborhoods over minority or low-income neighborhoods;
- Clean Water Act: Temporary storage sites not located within ¼ mile from ground or surface water supply.
- Ohio EPA: There was no burning of debris unless expressly authorized by the Director of Ohio EPA.

OTHER FEDERAL AGENCIES

Debris removal on federal highways is not eligible under the FEMA Public Assistance Program except in very limited circumstances.

DEBRIS REMOVAL FROM WATERWAYS

If an applicant has debris (obstructions to include sunken vessels) generated by an event within waterways, FEMA has very specific eligibility criteria. Please see FEMA policy http://www.fema.gov/government/grant/pa/9523_5.shtm for additional information or contact Ohio EMA directly.

Attachment A8—List of Qualified Contractors

Develop a list of contractors eligible to conduct business with government entities. Include type of work each contractor can perform with availability of equipment; type of collection, removal, and reduction of debris.

Waste Hauling Company’s must be registered with the Miami County Public Health Department (*)

Dempsey Waste (Allied Waste)	1577 W. River Rd	Dayton	Ohio	268-8110
E-Z Dumpster	1015 McKaig Ave.	Troy	Ohio	335-9508
First Choice Disposal	893 S. Main St.	Englewood	Ohio	867-0877
Hemmelgarn Roll-off	624 Knoop Johnson	Sidney	Ohio	498-1553
HighTec Services	15 Industry Park Court	Tipp City	Ohio	667-1772
Roberts Hauling	406 E. Peterson	Troy	Ohio	773-3237
Rumpke	5474 Jaysville-St. Johns Rd.	Greenville	Ohio	548-1939
Smith’s	2855 Oletha	Springfield	Ohio	325-9646
Terry’s Hauling	PO Box 215	Troy	Ohio	339-4706
Waste Management	3795 Wagoner Ford Rd.	Dayton	Ohio	604-0354
Winston Roberts	655 W. Loy Rd.	Piqua	Ohio	778-0006

(*) List obtained from Miami County Public Health. These companies are used for obtaining a container for debris and hauling of solid waste to the Transfer Station.

Attachment A8

Wood Waste Grinding Contractors (*)	Waste Tire Contractors (**)
Kurtz Bros. Inc 6415 Granger Rd Independence, Ohio 44131 (216) 986-9000	Rumpke 10795 Hughes Rd. Cincinnati, Ohio (513) 851-0122
R.B. Jergens 11418 N Dixie Dr. Vandalia, Ohio 45337 (937) 669-9799	Liberty Tire Services of Ohio 3041 Jackson Pike Grove City, OH 43123 (614) 871-8097
Rumpke 10795 Hughes Rd. Cincinnati, Ohio (513) 851-0122	Kelbley Transportation Inc. 2876 W. Twp Rd 18 Tiffin, Ohio 44883 (419) 937-0786
C&S Tree Recycling 2551 Dayton Rd. Springfield, Ohio 45506 (937) 323-4273	
National Pallet and Wood Recycling 3550 Inter City Drive Dayton, Ohio 45424 (937) 237-1643	

(*) Wood Waste Contractors for jurisdictions to call for chipping limbs, etc. for events such as tornadoes, wind events, etc.

(**) Tire Disposal company information found on Ohio EPA website.

Attachment A8– Area Scrap Metal Dealers

Franklin Iron and Metal	1939 East First Street	Dayton, Ohio	(937) 253-8184
Cohen Metal Recycling	3655 W. St. Rt. 571	Troy, Ohio	(800)-227-0227
Omni Source	4575 County Rd. 33 A	St. Mary's Ohio	(419) 394-3351
Polings	2226 N County Road 25A	Troy, Ohio	(937) 335-7855
River Metals Recycling	840 Jasper Rd.	Xenia, Ohio	(937) 372-3533
Urban Elsass & Son	600 East Statler Rd.	Piqua, Ohio	(937) 773-3337

These companies can be contacted if there is a disaster and metal can be recycled. List obtained from the internet.

Attachment A9—List of Standing Contracts

The DM, working with other officials, should develop standing contracts with private companies for equipment and labor. A schedule should be created for the periodic review of each contract's terms by the parties involved.

Attachment B1—List of Pre-selected DMS Site Locations

DMS sites are essential to major debris clearance, removal, and disposal operations. The DM should work closely with local and State officials to develop and maintain a *current listings of potential DMS sites*.

Pre-disaster site selection teams should be formed. These teams should include local officials who are familiar with the area. Also, the teams should consult and coordinate with local residents and environmental groups to identify in advance any potential problems with a site.

Locations in Miami County for DMS sites
Tentative

These sites are would need to be secure and manned.

Miami County Transfer Station – Troy, Ohio

Miami County Fairgrounds – Troy, Ohio

BR Mulch – Tipp City, Ohio

Attachment B2—DMS Site Location Criteria

Criteria for the location of DMS sites:

- ◆ Ownership status: 1st Priority Pre-selected DMS site on public property
 2nd Priority Public property in or near impacted area
 Last Priority Private property

- ◆ Large enough to accommodate storage area, sorting area, and volume reduction operations. Sites should range in size between 50 and 100 acres, depending on anticipated needs.

- ◆ Good road access.

- ◆ As removed as possible from residential areas, schools, churches, or other facilities with high population concentrations.

- ◆ Not in environmentally sensitive areas, such as wetlands or water well fields. Jurisdictions that have dwellings in historic preservation areas will be subject to rules that apply to each location.

IMPORTANT NOTE:

When planning site preparation, take steps to make site closure and restoration easier. For example, if the local soils are very thin, the topsoil can be scraped to the bedrock and stockpiled in the perimeter berms. Upon site closeout, the uncontaminated soil can be respread to preserve the integrity of the tillable soils.

Temporary storage areas for hazardous waste must include a *lining with an impermeable material* so chemicals do not leak into the groundwater and soil. A separate storage area for household hazardous waste (HHW) materials, contaminated soils, and contaminated debris should be established at each site. Lined temporary storage areas should be established for ash, household hazardous waste (HHW), fuels and other materials that may contaminate soils and groundwater. The HHW storage site should be lined with an impermeable material and bermed to prevent contamination of the groundwater and surrounding area. Plastic liners should be placed under stationary equipment such as generators and mobile lighting plants.

If the site is also an equipment storage area, fueling and equipment repair should be monitored to prevent and mitigate spills of petroleum products and hydraulic fluids.

Attachment B3—DMS Site Questions

Questions that will assist in identifying and prioritizing suitable sites

Potential Site Ownership

- Are public lands available?
- Are private land lease terms long enough?
- Are private land lease terms automatically renewable?
- Does the private land lease include a landscape restoration agreement?

Potential Site Size

- Is the site large enough to accommodate the planned debris storage and/or reduction methods?
- Will the site configuration allow for an efficient layout?

Potential Site Location

- Does site have good ingress/egress?
- Does site have good transportation arteries?
- Does site have open, flat topography?
- Does site have wetlands? If unavoidable, require the contractor to flag the area and establish buffers and/or sediment barriers.
- Does site have public water supplies, including well fields and surface waters?
- Does site have threatened and endangered animal and plant species?
- Does site have threatened and endangered species' critical habitats?
- Does site have rare ecosystems?
- Does site have historic sites?
- Does site have archaeological sites?
- Does site have sensitive surrounding land use, such as residential, school, and church?

Attachment B4—DMS Site Baseline Data Collection

Private land and public land used as temporary debris storage and reduction sites should be returned to its original condition following site closeout. Baseline data are essential to document the condition of the land before it is used as a DMS site. As soon as a site is selected, the designated debris manager and debris management team should work with local, County, and State officials to develop baseline data.

Document contractor operations that will have a bearing on site closeout, such as petroleum spills at fueling sites, hydraulic fluid spills at equipment breakdowns, contractor installation of water wells for stock pile cooling or dust control, discovery of household hazardous waste (HHW) in debris. Also, document details on any commercial, agricultural, or industrial hazardous and toxic waste storage and disposal.

Final restoration of the landscape must be acceptable to the landowner. Therefore, plan the landscape restoration as early as possible, preferably incorporating a basic plan in the lease. Come to an agreement with the landowner prior to occupancy to establish reasonable expectations of site conditions upon site closeout.

The following is a suggested **baseline data checklist**:

Before activities begin

- Take ground or aerial video/photographs.
- Note important features, such as structures, fences, culverts, and landscapes.
- Check with the State Historic Preservation Officer to determine if any structures identified are listed on or eligible for the National Register of Historic Places.
- Take random soil samples.
- Take water samples from existing wells.
- Check the site for volatile organic compounds.

After activities begin

- Establish groundwater monitoring wells.
- Take groundwater samples.
- Take spot soil samples at household hazardous waste (HHW), ash, and fuel storage areas.

Progressive updates

- Update videos and photographs.
- Update maps and sketches of site layout.
- Update quality assurance reports and fuel spill reports.

Attachment B5—Debris Estimating and Forecasting Techniques

The following information will assist in determining the amount of debris from destroyed buildings, homes, and debris piles:

⇒ **One-story building** formula:

$$\frac{L' \times W' \times H'}{27} = \text{CY} \times .33 = \text{CY (of debris)}$$

⇒ **One-story house** formula:

$$\frac{L' \times W' \times 8}{27} = \text{CY} \times .33 = \text{CY (of debris)}$$

⇒ **Mobile home** formula:

$$\frac{L' \times W' \times H'}{27} = \text{CY (of debris)}$$

⇒ **Debris pile** formula:

$$\frac{L' \times W' \times H'}{27} = \text{CY (of debris)}$$

NOTE: CY = cubic yards

NOTE: The .33 factor accounts for “air space” in the structure.

NOTE: The .33 factor is not applied to mobile home calculations because of their compact construction.

Reminders to assist in performing debris estimates:

- Look beyond the curb into side and backyards and at condition of the homes. Most debris in these areas will eventually move to the curb.
- Wet storms will produce more personal property debris (household furnishings, clothing, rugs, etc.) if roofs are blown away.
- Look for hanging debris such as broken limbs after an ice storm.
- Flood-deposited sediments may be compacted in place. Volume may increase as debris is picked up and moved.
- Using aerial photographs in combination with ground measurements will help determine if there are any voids in the middle of large debris piles.
- Treat debris piles as cubes, not a cone, when performing estimates.

Forecasting Modeling for Debris Volumes

Vegetative Cover Multiplier (yard waste)

Typical Blotch (square feet)	None	Light	Medium	Heavy
1000 SF.	98 cy	107 cy	127 cy	147 cy
1200 SF.	118 cy	129 cy	153 cy	177 cy
1400SF.	137 cy	150 cy	178 cy	205 cy
1600 SF.	155 cy	170 cy	201 cy	232 cy
1800 SF.	175 cy	192 cy	228 cy	263 cy
2000SF.	195 cy	215 cy	254 cy	293 cy
2200 SF.	215 cy	237 cy	280 cy	323 cy
2400SF.	235 cy	259 cy	306 cy	353 cy
2600SF.	255 cy	280 cy	332 cy	383 cy

- Single wide mobile home = 290 cy of debris
- Double wide mobile home = 415 cy of debris
- Personal property (as debris) from average flooded residence w/o basement 25-30 cy
- Personal property (as debris) from average flooded residence with basement 45-50 cy

Rule of Thumb:

- 15 trees @ 8 inches in diameter = 40 cy average
- To convert cubic yards of Construction & Demolition debris (C&D) debris to tons, divided by 2
- To convert tons of C&D debris to cubic yards, multiply by 2.
- To convert yards of woody debris to tons, divide by 4.
- To convert tons of woody debris to cubic yards, multiply by 4.

Attachment B6—Debris Reduction Information

Reduction by burning

The “Reduction by Burning” section is presented for reference purposes. Burning should *not* be considered a viable debris-reduction option in Miami County. Because of the population density in Miami County, it is **highly unlikely** that the Ohio Environmental Protection Agency (OEPA) or Regional Air Pollution Control Agency (RAPCA) would issue a variance that would allow burning disaster-generated debris. A variance would only be considered under catastrophic conditions that *far exceed* what is expected in the aftermath of a tornado.

Uncontrolled open burning is the least desirable method of debris reduction because of the lack of environmental control. In some cases this method may be used if a Department of Natural Resources gives a permit.

Controlled open burning is a cost-effective way of reducing debris. Controlled open burning is used when there is clean wood tree debris. The controlled burning allows the remaining ash left over to be a soil additive if the Department of Agriculture or applicable local agency determines it can be recycled. However, if there is any treated lumber, poles, nails, bolts, tin, aluminum sheeting, or other building materials that enter the burning material operations must stop because of the possible hazards associated with the burning of materials.

Air curtain pit burning reduces environmental concerns open burning has by using a system that produces high temperatures and reduces pollutants released into the atmosphere. However, someone who is familiar with the operation of the system should use it. Experience has shown many contractors are not familiar with the operation of it.

Refractor lined pit-burning uses a pre manufactured lined pit. A refractor-lined pit operates under the same principal as the air curtain operating at high temperatures. The system allows for the reduction of debris by 95%. Manufacturers claim that 25 tons per hour of reduction is possible.

Environmental Controls

- Maintain at least 1000 feet between the burn pile and the debris piles. Also, maintain at least 1000 feet between burn piles and buildings.
- Extinguish the fire 2 hours before removal of ashes. Remove the ashes when they reach two inches below the top of the burn pit.
- Establish a burn area of no wider than eight feet and between nine and fourteen feet deep.
- Construct burn-pit with limestone and reinforce them with anchors or wire mesh to support loaders. Seal the bottom of the pit with limestone or clay to keep ash out of aquifers.
- Seal the ends of the pits with dirt or ash to 4 feet tall.
- Construct a twelve-inch dirt seal on the lip of the pit to seal the blower nozzle. Place the nozzle three to six inches from the end of the pit.
- Construct one-foot high, unburnable stops along the edge of the pit to prevent the loaders from damaging the pit.
- Never place any hazardous chemicals or materials within the incineration pit.
- Place the airflow so it hits two feet below the top edge of the pit and don't allow the debris to break airflow except for loading.
- Construct the pit to no longer than the length of the blower system.

Reduction by grinding and chipping

- Strong winds and tornadoes present opportunity for a big grinding and chipping operations as the method of debris reduction. The resulting product of the chipping and grinding operation may be used as a landfill product, used as topsoil, or used for residential applications.
- Chipping operations are suitable in areas where streets are narrow or in groves of trees where it is cheaper to reduce the vegetation to mulch and then return it to affected areas.
- The debris management task force should work with local environmental and agricultural groups to see if there is any market for mulch.
- When contracting a mulching project the most important consideration is the specification of the size of the mulch. The mulch also must remain free of paper and plastic if used for agricultural purposes. The following information is for the use of mulch as a agricultural product:

Size: Average size of wood chips is not to exceed four inches in length and one half inch in diameter. The debris reduction rate for moderately contaminated debris is 100 to 150 cubic yards per hour and when the debris is relatively clean it is 200 to 250 cubic yards per hour.

Contaminants: The contamination rate for material other than wood products should be less than ten percent of the mulch. Eliminate plastics completely. Use rake loaders to pick up debris because normal loaders pick up earth, which is part of the contaminant list and harms the chipper.

- Chippers are best used in residential areas, orchards, or groves. Trees present a problem if they are pushed to the side of the public right-of-way because of cost associated with transportation.
- Grinders are ideal for use at debris staging and reduction sites due to high volume capacity. Due to high capacity of debris a large storage area is needed for a large grinding operation. Sound protection also becomes a very important issue.

Reduction by recycling

- Recycling offers an option to reduce debris before it is hauled to the landfill. Recycling is a publicly supported function that has economic values for the recovered materials. Metals, wood, and soils are commonly recyclable. A drawback is the impact of recycling on the environment. In areas of agriculture there may be a large amount of fertilizer use. Therefore, use of soil may be limited due to contamination.
- Recycling, when chosen, should be by a contractor who specializes in sorting debris. Contract monitoring is a part of a recycling operation because the contractors must comply with local, state and federal environmental regulations.
- Recycling should be given consideration early in a disaster because it may reduce cost of debris removal. The materials capable of being recycled include:

Metals- Most metals are able to be recycled and do not contain iron. However, trailer frames and other iron containing metals may be included in the recyclable materials. The metals are separated by the use of an electromagnet. The resulting materials can be sold to metal recycling firms.

Soil- Soil recycling operations use large pieces of equipment to pick up soil. The soil is transported to a staging area and reduction sites where it is combined with organic material that will decompose. Large amounts of soil can be recovered if the material is put through a screen system. The resulting soil can be given back to the agricultural community. The soil also may be used for local landfills as cover materials.

Wood- Wood debris can be ground or chipped into mulch.

Construction material- Concrete or other building materials can be used for other purposes if there is a need for them. The materials also may be shred to reduce volume then used as a cover for landfills.

Residue material- Residue material that cannot be recycled, such as cloth, rugs, and trash, can be sent to landfills for disposal.

Attachment B7—DMS Site Closeout Issues

Environmental Restoration Stockpiled debris will be a mix of woody vegetation, construction material, household items, and yard waste. Household hazardous waste, ACM and medical wastes should be segregated and removed prior to being stockpiled. Activities done at the temporary debris storage and reduction site will include stockpiling, sorting, recycling, incineration, grinding, and chipping. Incineration operations will occur in air curtain pits and only woody debris will be incinerated. Because of TDSR site operations, contamination from petroleum spills or runoff from incineration and debris piles may occur. Therefore close monitoring of the environmental conditions is a coordinated effort.

IMPORTANT NOTE: Temporary storage areas for hazardous waste must include a *lining with an impermeable material* so chemicals do not leak into the groundwater and soil.

Site Remediation During the debris removal process and after the material is removed from the debris site; environmental monitoring will need to be conducted. This is to ensure no long-term environmental effects occur. Environmental monitoring is needed for the following areas:

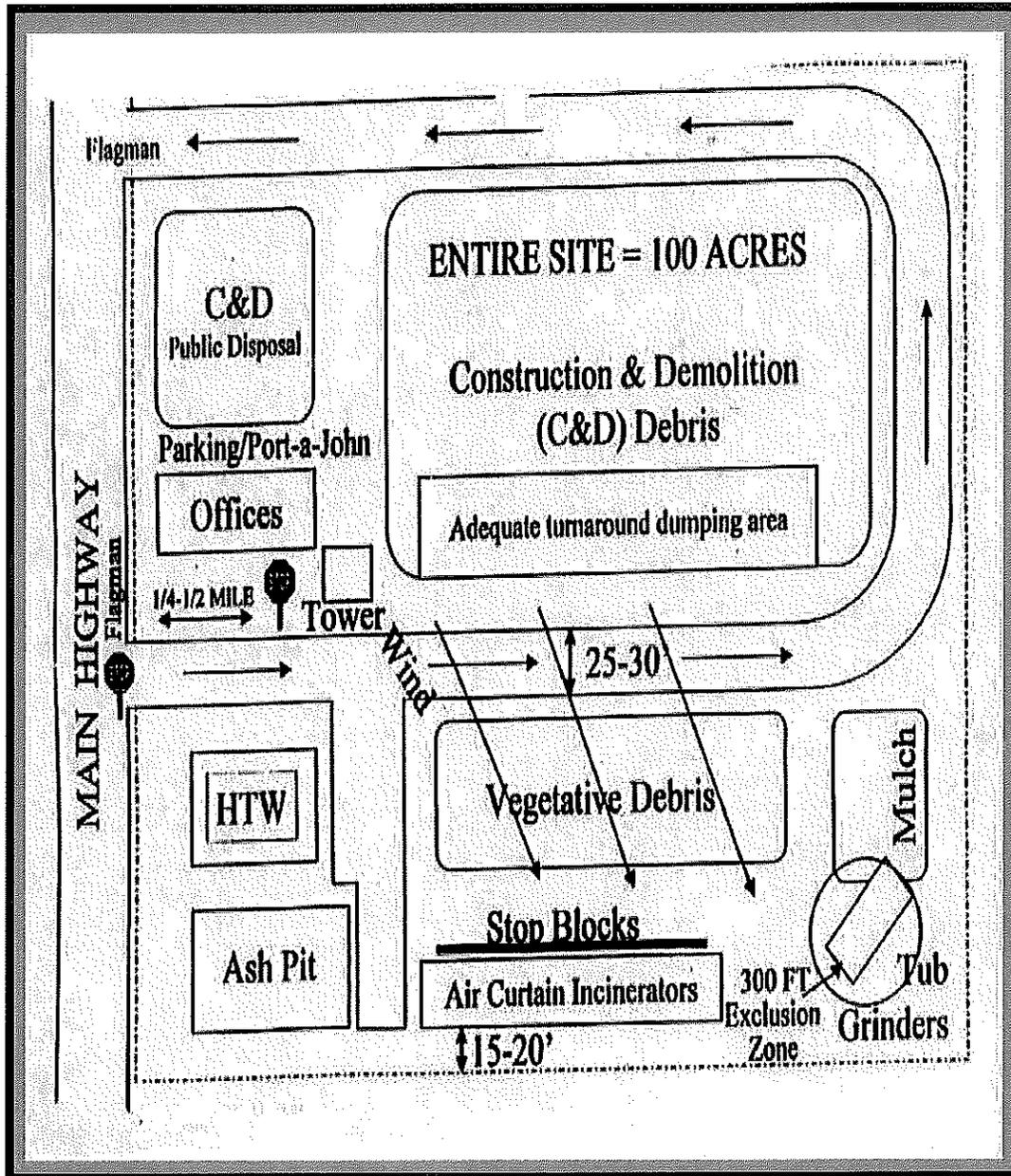
- Ash-Monitoring consists of chemical testing to determine suitability of material for landfill placement.
- Soils-Monitoring consists of using portable meters to determine if soils are contaminated by volatile hydrocarbons. Contractors do monitoring if there has been a determination that chemicals such as oil or diesel has spilled on site.
- Groundwater-Monitoring is done on selected sites to determine effects of rainfall leaching (leaking) through ash areas or stockpile areas.
 - Develop a checklist for site close out procedures. A sample checklist is included in this document.

Attachment B8—DMS Site Closeout Checklist

The following is a recommended TDSR site closeout checklist.

- Site Number and Location
- Date closure complete
- Household Hazardous Waste removed
- Contractor equipment removed
- Contractor petroleum and other toxic spills cleaned up
- Ash piles removed
- Compare baseline information of the temporary site conditions after the contractor vacates the site.

Attachment B9—Sample Layout of DMS Site



Attachment C1—Debris Classifications

Note: Every effort will be made to recycle the materials listed below that would be feasible to recycle.

- ◆ **General Solid Waste (Municipal Solid Waste)** — appliances (including white metals), food, packaging, clothing, furniture, machinery, electronic equipment, garbage, plastic, paper, bottles, cans, loose carpeting, paper products, scrap tires, street dirt, deceased animals
- ◆ **Agricultural Waste/Vegetative Waste** — vegetative or woody waste, tree limbs, brush, shrubs
NOTE: this category does *not* include buildings, deceased animals, or vehicles
- ◆ **Asbestos Containing Material (ACM)** — is any material(s) containing asbestos. All structures (residential, commercial and industrial) built before 1975 may contain significant amounts of asbestos. In particular large structures built before 1975 typically contain asbestos pipe wrap, siding, ceiling tiles, and other building materials high in asbestos content. Additionally, structures built after 1975 may also contain asbestos.
- ◆ **Construction and Demolition Debris (C&DD)** — brick, stone, mortar, asphalt, lumber, wallboard, glass, roofing, metal, piping, fixtures, electrical wiring, heating equipment, insulation, carpeting attached to structures, railroad ties, utility poles, mobile homes
- ◆ **Clean hard-fill:** C&DD which consists only of reinforced or non-reinforced concrete, asphalt concrete, brick, block, tile, and/or stone which can be reused as construction or fill material
- ◆ **Infectious Waste** — sharps (needles, medical related glass, etc.), syringes, blood-containing items such as tubing, clothing, bandages, etc.
- ◆ **Hazardous Waste (including Household Hazardous Waste [HHW])** — flammable materials (fuels, gasoline, kerosene, propane tanks, oxygen bottles, etc.), explosives, batteries, common household chemicals, industrial and agricultural chemicals, cleaners, solvents, fertilizers, etc.
- ◆ **Tires** — any type of tires, including passenger, truck or farm tires.

Attachment D1—Landfills and Related Facilities

Sanitary Landfills

	Phone
Stony Hollow Landfill 2450 South Gettysburg Rd. Dayton, OH 45418 POC: Frank Dockery	937-268-1133
Rumpke Sanitary Landfill Inc 10795 Hughes Rd. Cincinnati, OH 45251 POC: Kyle Aughe (Dayton contact) Mike Bramkamp (Dayton contact) (Cincinnati Contact)	937-461-0004 x 7803 937-461-0004 x 7810 513-851-0122
Rumpke Brown County Landfill 9427 Beyers Rd. Georgetown, Ohio 45121	937-378-4126
Cherokee Sanitary Landfill 2946 US Highway 68 N Bellefontaine, OH 43311	937-593-3566
Licensed Transfer Station	
Miami County Solid Waste & Recycling Facility 2200 N County Rd. 25-A Troy, Ohio 45373 POA: Scott Pence	937-440-3488

Hardfill Disposal Locations

(clean dirt, concrete, asphalt, steel reinforced concrete, brick, block & tile ONLY)

AJMS Hardfill	6250 Webster St.	Dayton	890-3061
Broadway Sand & Gravel	2979 Sandridge Rd.	Moraine	299-1166
Henry Jergens	1280 Brandt Pike	Dayton	233-1830
Jergens HF #2	Valley Street	Dayton	233-1830
K West	11230 N. Dixie Dr.	Vandalia	890-9378
McMahan's Dump	~2400 Valley Street	Dayton	233-3750
Montgomery County	Webster Street	Dayton	781-2662
Partin Hardfill	4321 Taylorsville Rd.	Huber Heights	237-6553
Red Oak Construction	6050-6192 Webster St.	Dayton	274-2892
Stark Wrecking	7081 Germantown Pike	Miamisburg	866-5032
Taylorsville Hardfill	4252 Taylorsville	Huber Heights	233-7500
Team Industrial HF	51 S. Elm St.	West Carrollton	270-1251
Team Machinery	4641 Valley St.	Dayton	270-1251
Tipp Stone	8172 Meeker Rd.	Dayton	890-4051

**Licensed Demolition Disposal Sites
Construction and Demolition Debris (C&DD)**

Eckhart Road CDD Facility	9330 Eckhart Road	Germantown	855-2227	Scott Weidle
S.R.I Incorporated	1550 Soldiers Home-West Carrollton Rd.	Dayton	268-8991	Steve Rauch
Taylorville Road Hardfill	4252 Taylorville Road	Huber Heights	233-7500	Jim Hemmelgarn
Vance Environmental Limited	2101 Vance Rd.	Dayton	263-1011	Jason Willis

Registered Composting Facilities

BR Mulch	620 Ginghamburg Rd	Tipp City	667-8288
Broadway Sand and Gravel, Inc.	2000 Sandridge Dr.	Dayton	299-1166
Chaney's Nursery	1610 McKaig	Troy	337-1193
City of Piqua Facility	6030 N. Piqua-Troy Rd.	Piqua	778-2095
Dye Mill Rd. (Troy)	1200 Dye Mill Rd.	Troy	339-2641
Greenline Products	4595 Infirmary Rd	West Carrollton	866-5370
Paygro	11000 Huntington Rd	South Charleston	462-8350

Scrap Tire Collection Facilities

Miami County Solid Waste & Recycling Facility
 2200 N County Road 25-A
 Troy, Ohio 45373
 POA: Scott Pence 937-440-3488

S.R.I. Incorporated
 1550 Soldiers Home-West Carrollton Rd.
 Dayton, OH 45418
 POC: Roger Cowden 937-268-8991

Licensed Mobile Scrap Tire Recovery Facilities

Liberty Tire Services of Ohio
 3041 Jackson Pk.
 Grove City, OH 43123
 Phone: (614) 871-8097

Rumpke Sanitary Landfill Inc
 10795 Hughes Rd.
 Cincinnati, OH 45251
 Phone: (800) 582-3107

Attachment D2—Hazardous Waste Vendors List

The services provided by these vendors vary from company to company. Contact the vendors directly for more complete information on their specific services and capacities.

Company/Address	Phone	Fax	Contact
American Ecology 300 E. Mallard Dr., Suite 300 Boise, ID 83706 www.americaneecology.com	(800) 590-5220	(208) 331-7900	
Clean Harbors Environmental Services 4879 Spring Grove Rd. Cincinnati, OH 45232 www.cleanharbors.com	(800) 805-4582 (X 6304) or (513) 681- 6242	(513) 681-0869	John Stevens
Clean Water Ltd.(formerly Perma-fix) 300 Cherokee Rd Dayton, OH 45417 www.cleanwaterltd.com	(937) 268-6501 or (800) 543-3670	(937) 268-9059	
Environmental Enterprises, Inc. 4650 Spring Grove Rd. Cincinnati, OH 45232 www.eeusa.com	(513) 541-1823 (800) 392-1503	(513) 782-8950	Brad Boyer
E.Q. Environmental Quality 2050 Central Ave., SE Canton, Ohio 44707 www.eqonline.com	(330) 456-6238		
Heritage Crystal Clean 10706 Maintenance Rd. Vandalia, OH 45377 www.crystal-clean.com	(937) 454-1093	(937) 454-1218	Alan Spiller
PSC 1701 E. Matziner Rd. Toledo, OH 43612 www.pscnow.com	(419) 726-1500	(419) 729-8501	
Pollution Control Industries 4343 Kennedy Ave. East Chicago, IN 46312 www.pollutioncontrol.com	(800) 388-7242 (219) 397-3951	(219) 397-6411	Nick Lakich
Veolia ES Technical Solutions 4301 Infirmary Rd. West Carrollton, OH 45449 www.veoliaes.com	(937) 859-6101	(937) 859-4671	

Attachment D3—Registered Infectious Waste Transporters

This list indicates vendors who operate in Miami County for a complete list of infectious waste transporters registered to operate in the State of Ohio, go to the Ohio EPA website <http://www.epa.state.oh.us>.

SafeWaste, Inc.
140 Wooster Pike
Milford, OH 45150
Phone: (513) 248-0022

Stericycle, Inc.
28161 N. Keith Dr.
Lake Forest, IL 60045
Phone: (330) 393-0385

Attachment E1—Certification of Compliance

**CERTIFICATION OF COMPLIANCE WITH SECTION 3517.13
OF THE OHIO REVISED CODE**

_____ (the “Subdivision”) has entered into a contract for the provision of goods and/or services with _____ (the “Provider”), an individual, partnership, unincorporated business, an association, a professional association, estate, trust, corporation, or business trust, the situs of the principal office and place of operations of which is located at _____. The undersigned authorized agent of the Provider certifies on behalf of the Provider that all of the following persons, if applicable, are in compliance with Divisions (I) and (J) of Section 3517.13 of the Ohio Revised Code with respect to all public officials who have or had authority to award that contract and all public officials who may authorize or receive goods and/or services under that contract:

- A. Myself;
- B. Each partner or owner of the partnership or association;
- C. Each shareholder of the association;
- D. Each executor or administrator of the estate;
- E. Each trustee of the trust;
- F. Each owner of more than twenty percent (20%) of the corporation or business trust;
- G. Each spouse of any of the above listed persons;
- H. Each child, between seven (7) and seventeen (17) years of age, of any of the above listed persons;
- I. Any political action committee associated with the partnership, the unincorporated business, the estate, the trust, the corporation, or the business trust; and,
- J. Any combination of the persons and entities identified in (A) through (I) above.

The undersigned certifies such compliance on and since _____ (and on the date the Subdivision and the Provider entered into the Contract referenced above if it has not been entered into fully by them). This certification shall be a part of the above-referenced Contract between the Subdivision and the Provider.

By: _____

AUTHORIZED REPRESENTATIVE

Date Signed: _____

WARNING

By signing this Certification of Compliance with Ohio Revised Code Section 3517.13, you are making a representation as to the truth of the statements contained herein. Making a false certification is a felony crime punishable by up to eighteen months in prison, and/or up to \$2,500.00 for an individual or \$7,500.00 for an organization. R.C. § 3517.992(R)(3).

THIS DOCUMENT SHOULD BE RETAINED FOR RECORD PURPOSES

MIAMI COUNTY EMERGENCY OPERATIONS PLAN
APPENDIX 9 TO ESF #3
FEMA ACCEPTANCE LETTER FOR MIAMI COUNTY

On Next Page

U.S. Department of Homeland Security
Region V
536 South Clark Street, Floor 6
Chicago, IL 60605



FEMA

JUL 28 2014

Nancy J. Dragani
Executive Director
Emergency Management Agency
2855 West Dublin- Granville Rd.
Columbus, Ohio 43235-2206

Dear Ms. Dragani:

Re: Miami County Debris Management Acceptance Letter

This letter responds to the Ohio Emergency Management Agency's request dated June 23, 2014 for the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) to accept Miami County's Debris Management Plan for participation in the Public Assistance (PA) Alternative Procedures Pilot Program for Debris Removal. This pilot program allows a one-time two (2) percent Federal cost share increase for debris removal operations performed within 90 days from the start of the incident period of a major disaster or emergency declaration.

FEMA Region V has determined that the Plan contains the basic planning elements of a Debris Management Plan along with at least one prequalified debris and wreckage removal contractor (See enclosed Debris Management Plan Checklist). Therefore, FEMA has determined the Plan is acceptable. Accordingly, Miami County may receive a one-time two (2) percent Federal cost share increase as part of the PA Alternative Procedures Pilot Program for Debris Removal. Your office should notify FEMA when Miami County wishes to apply the incentive to its debris removal work.

Acceptance of this plan does not mean that FEMA is approving any operational component of the plan nor does it mean that the Federal government will fund work conducted under any aspect of the Plan. Eligibility of costs for debris removal and management in a declared major disaster or emergency will be determined based on established PA Program authorities, regulations, policies and guidance. Subgrantees must comply Federal procurement requirements (i.e., competitive bidding) as outlined in 44 CFR § 13.36 in the procurement of debris removal services.

Should Ohio Emergency Management Agency have any questions you may contact Public Assistance Branch Chief, Amanda Ratliff, at 312-408-5440.

Sincerely,

Janet M. Odeshoo
Acting Regional Administrator

www.fema.gov



- Bureau of Motor Vehicles
- Emergency Management Agency
- Emergency Medical Services
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



John R. Kasich, Governor
John Born, Director
Nancy J. Dragani
Executive Director

Emergency Management Agency
2655 West Dublin-Granville Road
Columbus, Ohio 43235-2206
(614) 889-7150
www.ema.ohio.gov

June 23, 2014

Andrew Velasquez, III, Regional Administrator
FEMA, RV
536 S. Clark Street, 6th Floor
Chicago, Illinois 60605

Through: Amanda Ratliff, PA Branch Chief

Dear Mr. Velasquez:

The Ohio Emergency Management Agency has reviewed the attached Miami County Debris Management Plan. It is being submitted for consideration under the Public Assistance Alternate Procedures Pilot Program for Debris Removal.

If you have any questions, please contact Laura Adcock, State Public Assistance Officer, at 614-799-3667.

Regards,

A handwritten signature in cursive script, appearing to read "Nancy J. Dragani".
NANCY J. DRAGANI
Executive Director

NJD:lea

cc: Miami County EMA

Mission Statement

"to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective and service-oriented methods available."