EMERGENCY SUPPORT FUNCTION 1 - TRANSPORTATION

CEMP - ANNEX IV DOCUMENTATION

Sam Zimbabwe (Jul 19, 2021 15:38 PDT)

Sam Zimbabwe, Director
Seattle Department of Transportation

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Date

Curry Mayer (Aug 3, 2021 16:48 PDT)

Curry Mayer, Director
Office of Emergency Management

08/03/2021

Date

Note: This Emergency Support Function (ESF) is part of Annex IV of the City Comprehensive Emergency Management Plan (CEMP) and this version includes the 2021 revision. City of Seattle Department of Transportation (SDOT) acts as the current ESF Coordinator and collaborated with many partners for respective input.

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1. STAKEHOLDERS

Table 1

PRIMARY AGENCY	ESF COORDINATOR
Seattle Department of Transportation	Seattle Department of Transportation

Table 2

SUPPORT AGENCIES	
Seattle City Light	Sound Transit
Seattle Information Technology	King County Metro
Seattle Department of Construction and Inspection	King County Department of Transportation
Seattle Parks Department	Washington State Department of Transportation
Seattle Police Department (SPD)	Washington State Patrol
Seattle Fire Department (SFD)	Federal Highway Administration
Seattle Public Utilities	BNSF Railroad
Amtrak	Port of Seattle
Hopelink: Regional Alliance for Resilient and Equitable Transportation (RARET)	

2. INTRODUCTION

2.1 Purpose

ESF 1 describes the roles and responsibilities of Seattle's Department of Transportation (SDOT) during an incident.

2.2 Scope

This document applies to all primary and support agencies. City departments and their supporting agencies respond to day-to-day incidents and large-scale incidents affecting buildings, city parks, roads and bridges; water, storm water and wastewater sewer systems; the local power grid; and natural gas, electric, and steam service. City departments and partner agencies/companies represent a broad perspective and provide the city's emergency responders the ability to coordinate response and recovery activity with County, State, and private responders.

More specifically, SDOT partners with the Port of Seattle to support operations of the King County Airport, King County Metro to operate the street cars, Washington State Department of Transportation for state infrastructure in the city limits, BNSF to maintain the rail corridor through the city limits, Hopelink's RARET program to provide a resilient and equitable transportation network. Further, SDOT contracts with Amtrak to manage the King Street Station.

3. SITUATION

3.1 Emergency Conditions and Hazards

The City of Seattle, its citizens, and transportation infrastructure are exposed to a variety of natural and human caused disasters such as severe weather, earthquakes, and acts of terrorism. The Seattle Hazard Identification and Vulnerability Analysis (SHIVA) identifies Seattle's hazards and examines their consequences so we can make smart decisions about how best to prepare for them. It provides information regarding potential impacts of hazards to the people, economy, and the built and natural environments of the City of Seattle. The SHIVA provides a foundation for all the City of Seattle's disaster planning and preparedness activities. The list of all natural and human-caused hazards includes: Emerging Threat, Geophysical Hazards, Biological Hazards, Intentional Hazards, Transportation and Infrastructure Hazards, and Weather and Climate Hazards.

3.2 Planning Assumptions

Certain conditions beyond SDOT's control will impact the department's ability to implement the department's Continuity of Operations Plan (COOP). Any one or combination of these conditions may result in a modification of action plans as well as response plans.

- The time of year; day of the week; time of day; and weather conditions at the time of an incident are key variables that can have an impact on the seriousness of an incident and on SDOT's ability to respond.
- The duration of the event may be longer or shorter than originally anticipated.
- There may be cascading effects or a secondary situation that increases the severity of the original event.
- Resources may be in short supply or unavailable.
- Equipment or facilities owned by the City of Seattle may be damaged and may become unusable during an incident. It is critical to all aspects of government, business, and the public to maintain transportation routes. Food supplies, equipment, machinery, and emergency personnel all rely on passable roadways and bridges to keep their businesses and services in operation. Impassable transportation routes will severely impact all essential services of government, business, and other organizations. SDOT will do everything it can to provide essential functions, protect critical assets, and strive to return to normal operations as soon as possible following a disruption in service.
- The City communicates life-safety notifications to the community in ways that can be understood, regardless of language, as a foundational part of response during incidents. Specific communications strategies have been developed to ensure notification to those with limited-English proficiency (LEP). Details can be found in the Alert & Warning Support Operations Plan.
- The City's comprehensive incident response policies, strategies, and practices can be found in the City Emergency Operations Plan (EOP).
- The City-specific operational procedures supporting response policies, strategies, and practices are maintained separately. Please refer to the Reference Section of this document if applicable procedures have been identified at this time.

4. CONCEPT OF OPERATIONS

4.1 Organization

When designated lead agency either through the Comprehensive Emergency Management Plan (CEMP) or executive order, or when an incident or hazard impacts SDOT's ability to deliver Mission Essential Functions, SDOT will establish incident command and respond in compliance with the National Incident Management System (NIMS). In those situations where more than one agency on the scene has jurisdictional responsibility and command authority to direct and control resources, a Unified Command may be considered as an incident command organization option.

The SDOT/ESF 1 Department Liaison conveys requests for SDOT/ESF 1 resources to and from the SDOT DOC under the City's Consolidated Action Plan. The SDOT DOC will prioritize resources according to internal priorities coordinated with other City priorities.

4.2 General Response

SDOT will be an important participant in any major incident affecting this city. SDOT is the City's designated lead agency for transportation incidents, snow and ice, windstorms, and volcanic hazards. SDOT will provide an Infrastructure branch Director as well as an Emergency Operations Center (EOC) coordinator for events and incidents with significant transportation or transit implications. In this situation, SDOT responds as part of incident command and citywide response activities of all operational departments are coordinated through the Seattle EOC using a Consolidated Action Plan.

SDOT has plans in place and is the lead agency in the execution of the following mission essential functions:

- Maintaining key arterial and waterway operations
- Mitigating hazards in the right of way (ROW)
- Issuing permits authorizing use of the ROW
- Disseminating critical transportation information

When specific procedures for incident response are not contained in pre-existing plans, SDOT uses the incident action planning process to develop objectives, strategies, and tactics to respond and deal with cascading problems.

4.3 Direction and Control

SDOT directs and controls incident response using the Incident Command System (ICS).

5. RESPONSIBILITIES

5.1 Prevention and Mitigation Activities

SDOT actively maintains and conducts an extensive seismic retrofit program of designated bridges on priority corridors to bring the facilities to current seismic standards and mitigate the impact and hazard of earthquake damage. In addition, SDOT has programs to seismically retrofit areaways and partners with other city agencies on a landslide mitigation program.

5.2 Preparedness Activities

- In partnership with Seattle Office of Emergency Management (OEM), responsible for maintaining the Winter Storm Incident Operations Plan.
- In partnership with Seattle OEM, responsible for maintaining the Earthquake Incident Operations Plan.
- Update annually, the SDOT Winter Weather Readiness and Response Plan.
- Assist in the development of a City Consolidated Action Plan during emergencies and events.
- Designate a Primary and 1st and 2nd Alternate ESF Representatives for EOC activations.
- In coordination with ESFs 3 and 12, designate a Primary and 1st and 2nd Alternate Infrastructure Branch Director.
- As necessary and as a subcomponent of the EOC Infrastructure Branch, be prepared to designate a Transportation Group Supervisor and alternates.
- Coordinate with King County Metro Transit to align snow and ice routes with bus routes where possible.
- Develop and maintain procedures to assign a Liaison from King County Metro Transit and the Seattle Police Department to the SDOT Traffic Operations Center.
- Maintain and update as needed the City of Seattle on-line Travelers Map.
- Determine when it becomes necessary to activate the SDOT Operations Center and ESF 1 Support Organization DOCs.

5.3 Response Activities

SDOT is specified as lead agency for:

- Snow, Ice, Hailstorm
- Windstorms
- Volcanic eruption
- Transportation Incidents

As a lead agency or supporting a designated lead agency in a City incident response, the department will perform the following response activities:

- Oversee damage assessments of City roadway and bridge structures, retaining walls, public staircases, and areaways.
- Clear streets of snow and ice.
- Coordinate with ESF 4 for priority clearing of primary Fire Department response routes, to include removal of center-line snow accumulations.
- Designate snow and ice routes by service levels.
- Conduct or arrange for technical inspections of damaged roadways and bridges.

Designate those sections of roadways and bridges that are unsafe for vehicular traffic and require closure; coordinate this information with the EOC Operations Section Chief and City's DOCs, especially the Seattle Police Operations Center (SPOC) and the Seattle Fire Department's Resource Management Center (RMC). As the situation dictates:

- Designate emergency traffic routes
- Determine and post detours around closed roadways and bridges, or routes used for emergency traffic only.
- Oversee the removal of roadway obstructions (e.g., slides, trees, subsidence, etc.). For downed power lines coordinate with Seattle City Light, and for storm drain flooding, sewer backups or broken water mains coordinate with Seattle Public Utilities.
- Manage debris clearance of City roadways, including ingresses/egresses to critical infrastructure, incident scenes and services in coordination with Seattle Public Utilities.
- Coordinate warning messages with the EOC Director, Mayor's Director of Communications, ESF 15 Supervisor, and the EOC Planning Section Chief.
- Determine when it is safe to reopen closed roadway structures.
- Provide emergency signage and traffic barricades as necessary.
- Oversee the repair/restoration of damage to transportation infrastructure.
- Support the Seattle Police Department in rerouting traffic around incident exclusionary areas. Similarly, in a major evacuation of areas of the City, determine optimal exit routes, including the establishment of contra-flows if appropriate and the reprogramming traffic signals to facilitate orderly traffic flows.
- Will, within available means, assist the Seattle Fire Department with stabilization of structures in danger of collapse and/or during technical rescues through the use of heavy equipment and operators and shoring and cribbing materials.
- Coordinate with ESF 4 for removal of debris from structural collapse or other rescue scenes.
- Ensure the EOC Logistics Section is made aware of the unavailability of critical needs and assets.
- Support ESF 6 in finding suitable transportation for those with disabilities, and others with transportation access and functional needs, who must be evacuated from an area of danger.

5.4 Recovery Activities

Disaster-related response and restoration can be very costly. While not all costs are reimbursable, it is in the City's interest to make best use of funding that may become available through federal agency programs, such as FEMA, and insurance.

To assist with this effort, departments, organizations, or agencies with a lead or support role for this ESF are responsible for tracking and documenting of actual and anticipated costs related to the incident. Costs should be tracked based on guidance from OEM or the home organization.

SDOT will use the NIMS and ICS to organize and submit cost recovery documents to City, state and federal agencies as required to recover incident response and recovery cost.

SDOT will use the National Disaster Recovery Framework and City's Disaster Recovery Framework to organize and begin recovery activities of critical transportation infrastructure as soon as initial response activities have progressed to stabilization. Planning for recovery activities will begin as soon as possible within the SDOT incident command, incident action planning process.

6. RESOURCE REQUIREMENTS

6.1 Logistical Support

SDOT maintains Street Maintenance facilities at:

- Charles Street (include 24/7 dispatch) – 714 S. Charles Street
- Haller Lake – 12600 Stone Ave N
- West Seattle – 9200 8th Ave SW

These facilities house service trucks, dump trucks, plows, graders, loaders, backhoes, sweepers, street flushers, portable changeable message signs, and assorted traffic control signs and devices. Supplies include granular salt, and liquid anti-icer.

SDOT maintains Traffic Shops at 4200 Airport Way So. The Traffic Shop includes trucks and equipment for the installation, operation, and maintenance of signals, signs, and markings.

6.2 Communications and Data

SDOT utilizes a 450/150 MHz radio system for internal operations. The 450/150 MHz radios are monitored 24/7 through SDOT dispatch operators. SDOT has 800 MHz radios in supervisor vehicles and a cache of handheld radios for use in the incident. SDOT has a direct line to SPD, SFD and other operational department dispatch for rapid bi-lateral notification of significant events. E-mail, traditional land line, and cellular phones are typical communications tools used on a day-to-day basis.

7. MAINTENANCE

This document is an external plan as defined by the City of Seattle Emergency Management Program Planning Policy and follows the maintenance process, which includes a method and schedule for evaluation and revision, as described therein. Lessons learned from exercises, special events, incidents, or disasters may result in a decision to evaluate portions of the documents ahead of the schedule.

SDOT, as the ESF Coordinator, has primarily responsibility for this document, will ensure it is evaluated as outlined in the schedule with updates and revisions being made to ensure guidance remains current. The SDOT Emergency Management and Security Advisor is the primary SDOT agency representative to facilitate the evaluations in consultation and coordination with OEM.

Table 3

RECORD OF CHANGES			
DATE	TYPE	CONTACT	SUMMARY
April 6, 2021	Update	P. Quirk	Administrative changes, such as adding EMAP-compliant verbiage.
August 7, 2018 July 26, 2018	Revision	P. Quirk L Meyers	Completed revision. Document voted and approved by DMC and EEB.
December 2016	Update	L Eichhorn L Meyers	Completed annual update.
May 2015	Update	K Neafcy	Completed annual update.

8. TERMS AND DEFINITIONS

Seattle Department of Transportation (SDOT) - TOC: SDOT's Traffic Operation Center. The T0C is located on the 37th floor of Seattle Municipal Tower. Traffic monitoring, maintaining the Intelligent Transportation System, and signal control are conducted from the T0C.

Seattle Department of Transportation - DOC: SDOT's Department Operations Center. This is the operations center from which the SDOT Incident Management Team manages incident response activities. The primary location of SDOT's DOC is located on the 31st floor of the Bank of America Building at 800 5th Avenue.

Seattle Department of Transportation - ROC: SDOT's Response Operations Centers are locations where the department's operational branches direct and control tactical response resources. The main ROC is located at 1010 Charles Street.

9. ACRONYMS

ADA: Americans with Disabilities Act

CEMP: Comprehensive Emergency Management Plan

COOP: Continuity of Operations

DOC: Department of Corrections

EOC: Emergency Operations Center

EOP: Emergency Operations Plan

ESF: Emergency Support Function

FEMA: Federal Emergency Management Agency

ICS: Incident Command System

LEP: Limited English Proficiency

NIMS: National Incident Management System

OEM: Office of Emergency Management

RARET: Regional Alliance for Resilient and Equitable Transportation

RMC: Resource management Center

ROC: Response Operations Center

ROW: Right of Way

SDOT: Seattle Department of Transportation

SFD: Seattle Fire Department

SHIVA: Seattle Hazard Identification and vulnerability Analysis

SPOC: Seattle Police Operations Center

WAMAS: Washington State Intrastate Mutual Aid System

10. REFERENCES

Nothing identified at this time.