

## **Emergency Support Function (ESF) 3 – Public Works and Engineering**

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### **Coordinating Department**

Facilities Services Department

Auxiliary Facilities Services Department

### **Supporting Departments**

Office of the Vice Chancellor for Administration & Finance

### **Supporting Outside Agencies**

Colorado Springs Utilities, Colorado Springs Public Works

## **Section I: Function Activation**

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### **Scope**

The scope of this annex is to describe the resources and processes available to perform public works and civil engineering functions to the UCCS campus. This may include such areas as light construction and repair, roads and grounds maintenance and plowing, architectural services, and construction project management.

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### **Concept of Operations**

#### **A. General**

1. Public works and civil engineering will play a crucial role in each phase of an incident or emergency, particularly response and recovery. The grounds and skilled trades will be particularly involved in response to a situation, with architectural services and construction management most used in the recovery phase.
2. This annex cross-references heavily with ESFs 1, 7, 11, 12, and 14 in many instances and these should be referred to as well.
3. All public works and civil engineering support will coordinate activities with the campus Emergency Operations Center (EOC) or Incident Command Post (ICP) as directed, and the EOC or ICP will have decision authority on all actions taken during an incident. A Facilities Services and/or Auxiliary Facilities Services (hereinafter referred to as “FS/AFS”) representative may be requested to respond to the EOC or ICP.

#### **B. Specific**

##### **1. Response**

a)FS/AFS will utilize staff of skilled trades personnel able to perform emergency repairs. These trades include:

- i. Electricians;
  - ii. Plumbers/Pipefitters;
  - iii. Carpenters;
  - iv. Welders; and
  - v. Other miscellaneous trades.
- b) Grounds personnel will be available for debris, mud, and snow clearance, setting barricades, and assisting in the excavation and repair of campus infrastructure.
- c) FS/AFS has vehicles and equipment on hand to perform public works: snowplows, stake trucks, Gators, Bobcats, and a bucket truck.
- d) Campus architects and engineers can assist in immediate damage assessment of buildings and infrastructure.

## **2. Recovery**

- a) Provide, or assist with, damage assessment and occupancy inspections following an incident or emergency.
- b) Repair or replace campus infrastructure by priority set by the EOC/ICP.
- c) Coordinate with Colorado Springs Utilities, Colorado Springs Public Works, and contractors for city infrastructure repairs affecting the campus.
- d) Provide project and fiscal oversight of emergency repair and construction contracts.
- e) Produce architectural products documenting existing buildings and infrastructure, changes due to an incident or emergency, and results of repairs.
- f) Document all costs associated with recovery, including all in-house repairs and contracts awarded, for possible reimbursement.

## **Section II: Pre-Event Coordination and Planning Responsibilities**

### **Coordinating Department**

#### **Facilities Services/Auxiliary Facilities Services**

##### **A. Mitigation**

- 1. Review and update emergency procedures.
- 2. Maintain utilities and public works maps as appropriate.

3. Maintain as-built architectural documents for campus buildings on file for emergency reference.

## **B. Preparedness**

1. Train department personnel in emergency procedures.
2. Ensure necessary debris removal equipment is on hand and in good repair.
3. Participate in emergency preparedness planning and exercises.
4. Ensure that administrative and accounting procedures are coordinated with Resource Management to document actions taken and all costs incurred during emergency operations.

### **Supporting Departments**

#### **Office of the Vice Chancellor for Administration & Finance**

- A. Oversee financial and contractual aspects of an emergency response.
- B. Coordinate Public Works functions with FS/AFS and within the EOC.

### **Supporting Outside Agencies and Facilities**

#### **Colorado Springs Utilities**

- A. Provide for emergency servicing and repairs to off-campus utilities infrastructure.
- B. Coordinate with UCCS FS/AFS regarding utilities work that affects campus operations.
- C. Provide representatives to the EOC or ICP as appropriate.

#### **Colorado Springs Public Works**

- A. Provide personnel, equipment, and supplies to maintain and/or repair off-campus infrastructure problems affecting UCCS.
- B. Ensure city roadways are cleared of debris to provide emergency access to the campus.
- C. Coordinate with UCCS Facilities Services regarding work that affects the campus.
- D. Provide representatives to the EOC or ICP as appropriate.