


# **EMERGENCY SUPPORT FUNCTION #1 - TRANSPORTATION**

## **RESPONSE PLANNING FUNCTION**

  
\_\_\_\_\_  
*for* **Scott Kubly, Director**

  
\_\_\_\_\_  
**Date**

  
\_\_\_\_\_  
**Barb Graff, Emergency Manager**

  
\_\_\_\_\_  
**Date**

**Note:** This ESF is part of the Response Planning Function from the Comprehensive Emergency Management Plan and this version includes the 2016 updates. City of Seattle Department of Transportation acts as the current ESF Coordinator and collaborated with many partners for respective updates.

## TABLE OF CONTENTS

<b>1. STAKEHOLDERS .....</b>	<b>1-1</b>
<b>2. INTRODUCTION .....</b>	<b>2-1</b>
2.1 Purpose.....	2-1
2.2 Scope .....	2-1
<b>3. SITUATION .....</b>	<b>3-1</b>
3.1 Emergency Conditions and Hazards .....	3-1
3.2 Planning Assumptions .....	3-1
<b>4. CONCEPT OF OPERATIONS .....</b>	<b>4-1</b>
4.1 Organization .....	4-1
4.2 General Response.....	4-1
4.3 Direction and Control .....	4-1
4.4 Procedures.....	4-1
<b>5. RESPONSIBILITIES .....</b>	<b>5-1</b>
5.1 Prevention and Mitigation Activities.....	5-1
5.2 Preparedness Activities .....	5-1
5.3 Response Activities.....	5-1
5.4 Recovery Activities .....	5-2
<b>6. RESOURCE REQUIREMENTS .....</b>	<b>6-1</b>
6.1 Logistical Support .....	6-1
6.2 Communications and Data .....	6-1
<b>7. ADMINISTRATION .....</b>	<b>7-1</b>
7.1 Cost Accounting and Cost Recovery.....	7-1
7.2 Annex Maintenance .....	7-1
<b>8. TERMS AND DEFINITIONS .....</b>	<b>8-1</b>

## TABLES

Table 1.....	1-1
Table 2.....	1-1
Table 3.....	7-1

## FIGURES

**No table of figures entries found.**

## 1. STAKEHOLDERS

**Table 1**

PRIMARY DEPARTMENT	ESF COORDINATOR
Seattle Department of Transportation	Seattle Department of Transportation

**Table 2**

SUPPORT DEPARTMENT AND AGENCIES	
Seattle City Light	Seattle Public Utilities
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	Washington State Patrol
Seattle Fire Department	Federal Highway Administration

## 2. INTRODUCTION

### 2.1 Purpose

ESF #1 describes the roles and responsibilities of Seattle's Department of Transportation during a disaster or major emergency.

### 2.2 Scope

This document applies to all primary and support agencies. City departments and their supporting agencies respond to day-to-day emergencies and large-scale disasters 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 give a wide perspective and provide the city's emergency responders the ability to coordinate response and recovery activity with County, State and private responders.

## 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 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-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 emergency 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 at all times. 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.

## 4. CONCEPT OF OPERATIONS

### 4.1 Organization

When designated lead agency either through the CEMP or executive order, SDOT will establish incident command and respond in compliance with the National Incident Management System. 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.

### 4.2 General Response

SDOT will likely be an important participant in any major disaster affecting this city. In this situation, SDOT responds as an incident command and citywide response activities of all operational departments are coordinated through the Seattle Emergency Operations Center using a Consolidated Action Plan.

### 4.3 Direction and Control

SDOT directs and controls incident response using the incident command system.

### 4.4 Procedures

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

- Maintaining key arterial 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.

## 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.

### 5.2 Preparedness Activities

- In partnership with Seattle OEM, responsible for maintaining the Winter Storm Incident Annex.
- In partnership with Seattle OEM, responsible for maintaining the Earthquake Incident Annex.
- Update annually, the SDOT Snow and Ice Readiness Plan.
- Assist in the development of a City Consolidated Action Plan during emergencies.
- 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 Operations Center.
- Maintain and update as needed the City Online Mapping System and Master Street Closure List.
- 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, Hail storm
- Wind storm
- 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.
- Clear streets of snow and ice.
- Coordinate with ESF 4 (SFD) for priority clearing of primary Fire Department response routes, to include removal of center-line snow accumulations (that act as a jersey barrier when they ice up).
- 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:



- Arrange to restrict access
- 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 ingress/egresses to critical infrastructure, incident scenes and services.
- Coordinate draft 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 barricades as necessary.
- Oversee the repair/restoration of damage to roadway structures, traffic signals and road signs.
- 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 (SFD) for removal of debris from structural collapse or other rescue scene.
- Ensure the EOC Logistics Section is made aware of the unavailability of critical needs and assets.
- In conjunction with ESF 6, find suitable transportation for those with physical disabilities who must be evacuated from an area of danger.

## 5.4 Recovery Activities

SDOT will use the National 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 sand, salt, and de-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 MHz radio system for internal operations. The 450 MHz radios are monitored 24/7 through SDOT dispatch operators. SDOT has 800 MHz radios in supervisor vehicles and a cache of hand held radios for use in the event of an emergency or disaster. 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. ADMINISTRATION

### 7.1 Cost Accounting and Cost Recovery

SDOT will use the National Incident Management System and Incident Command System to organize and submit cost recovery documents to City, state and federal agencies as required to recover incident response and recovery cost.

### 7.2 Annex Maintenance

The previous standard of updating the CEMP every five years has changed to updates being done on an ongoing basis. With information constantly changing, coupled with rapid innovations in technology and science, it only makes sense to favor a dynamic approach to planning.

The SDOT Emergency Management and Security Advisor is responsible in maintaining this annex. The annex will be updated annually as prescribed in the Seattle CEMP or when deemed necessary by either the ESF Coordinator and/or the Seattle Office of Emergency Management.

**Table 3**

RECORD OF CHANGES			
DATE	TYPE	CONTACT	SUMMARY
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) - TMC: SDOT's Traffic Management Center. The TMC is located on the 37th floor of Seattle Municipal Tower. Traffic monitoring, maintaining the Intelligent Transportation System, and signal control are conducted from the TMC.
- 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 the SMT-3762 conference room.
- Seattle Department of Transportation - TOC: SDOT's Tactical Operations Centers are locations where the department's operational branches direct and control tactical response resources.