

July 1<sup>st</sup>, 2010

## Operating Board

### *Public Safety Consultants Northwest, LLC Proposal to Create, Train and Exercise a SPU Purveyor All Hazards Response Plan Framework*

#### *Proposal Review*

Below is the response to questions that arose during the June 3<sup>rd</sup>, OB meeting regarding the above proposal.

What problem are we trying to solve? *How to have SPU and wholesale purveyor's incorporate a common operating framework during a water supply emergency through the coordination of resources, communication (ICS command structure, public messaging & methods), planning assumptions and system operational boundaries.*

What is the solution? *A SPU and Wholesale Purveyor All Hazards Response Plan. This plan will document how SPU and the wholesale purveyors will work together in the event of a major catastrophe or emergency. The Plan will establish an operating framework using principals of the Incident Command Structure (ICS) to document the specific actions each entity will be responsible for during an event. For this planning process, SPU responsibility would be for the restoration of the water supply, transmission system and service. Wholesale purveyor responsibility would be for water service from the wholesale tap connection to its retail/distribution customers.*

Mechanism to accomplish above: *By contracting with PSCNW, LLC, both SPU and each participating wholesale purveyor will gain valuable information regarding their own regional planning needs during an emergency. PSCNW, LLC will prepare a framework/template that SPU and each participating utility will use to develop their part of the SPU and Wholesale Purveyor All Hazards Response Plan. PSCNW, LLC will conduct, if needed, an one or two-day training session (North and South) on use of the template. PSCNW, LLC will conduct a one day functional exercise after participating utilities complete their portion of the SPU- purveyor plan. In order to be successful, we need at least 6 or more (preferably all) wholesale utilities to participant in this work. Below is an overview of the outline of the proposal:*

- *To establish the framework/template PSCNW, LLC will work with SPU and a core group of wholesale purveyors. The draft template will be shared with the Emergency Coordination Technical Forum for review and comment.*
- *PSCNW, LLC will assist utilities with completing the template through phone and email consultations. Instructions will be provided for completing the framework/template.*
- *The completed SPU-purveyor plan should become an annex or appendix to an existing wholesale purveyor response emergency response plan.*

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- *The functional exercise and training class/s will be done at a Seattle or wholesale purveyor facility using the ICS 300/400 structure.*

**Costs:** *The cost to contract for the development of the framework/template, utility consultation, training class/s, and the functional exercise with PSCNW, LLC is \$9000. SPU will pay \$4000 to develop the framework/template, assuming that at least six utilities commit to contracting with PSCNW, LLC for participation in the functional exercise and if needed staff training. This also means that the participating utility is committing at its own expense, with technical assistance from PSCNW, LLC, to fill out the framework/template and develop its portion of the SPU-purveyor plan. The remaining \$5000 will be divided by the number of participating purveyors. Due to contracting complications and time SPU prefers that this proposal not be paid through rates but invoiced by PSCNW, LLC individually to each participating City or District. The number of attendees to the training or functional exercise does not predicate the cost to each participant. There would be a ceiling on the total number of participants. The \$5000 participant cost will be divided by the 6 or more participating purveyors. The maximum payment would be \$833/purveyor. Obviously, a greater number of purveyor participants will lead to a lower per purveyor cost. The expectation would be that all SPU wholesale purveyors would participate in this work.*