

## H-GAC 2012 DEBRIS PREPAREDNESS WORKSHOP SERIES

# SAVE THE DATE: JULY 20, 2012

### AGENDA:

FINANCIAL REALITIES OF DISASTER RECOVERY  
PROCUREMENT STRATEGIES  
STRATEGIES TO MAXIMIZE REIMBURSEMENT  
FEMA PUBLIC ASSISTANCE PROGRAM  
OTHER FEDERAL FUNDING SOURCES  
DOCUMENTATION PROCESS  
AUDIT PROCESS  
PROJECT CLOSEOUT

### LOCATION:

H-GAC CONFERENCE ROOM A  
3555 TIMMONS LANE, HOUSTON, TX

### TIME:

9:00 A.M. TO 1:00 P.M.

REFRESHMENTS WILL BE PROVIDED.



Workshop 2: Finance and Administration



## Workshop Objectives

The purpose of this workshop is to prepare attendees for the finance and administration aspects of debris management including documentation, cost tracking and federal grant program management.

## Workshop Agenda

Part 1 – Introduction 30 Minutes

### Format: Interactive Lecture

- Discussion on disasters in Texas and the financial impacts
- Briefing on the Stafford Act

Part 2 – Initial Documentation 45 Minutes

### Format: Interactive Lecture & Large Group Discussion

- Discussion on internal and external data collection
- The paper trail – where does all of this documentation go?
- Best practices and tools on how to collect information

**BREAK** 10 Minutes

Part 3 – Federal Reimbursement Programs 75 Minutes

### Format: Interactive Lecture & Large Group Discussion

- Declaration process
- FEMA Public Assistance Program
- FHWA Emergency Relief Program
- NRCS Emergency Watershed Protection Program

**BREAK** 10 Minutes

Part 4 – Recovery 20 Minutes

### Format: Interactive Lecture & Large Group Discussion

- Recovery planning
- Audit process

Part 5 – Resources 20 Minutes

### Format: Interactive Lecture

- Federal forms and links
- Texas forms and links
- H-GAC resources

Part 6 – Next Steps/Adjourn 15 Minutes

### Format: Interactive Lecture

- Upcoming H-GAC debris preparedness activities and workshop #3
- Questions?



## Workshop 2: Finance and Administration

**Houston-Galveston Area Council**  
Annual Debris Training Workshop Series  
July 20, 2012



# AGENDA

- **Introductions**
- **Initial Documentation**
- **Federal Reimbursement Programs**
- **Break**
- **Recovery**
- **Resources**
- **Next Steps/Adjourn**



# INTRODUCTION

## Presentation Team



### **John Buri**

- Supported debris management operations in every SAIC disaster response since 2004
- Assisted municipalities throughout the state with debris management programs during Hurricane Ike, Hurricane Alex, and the recent wildfires in Bastrop, Texas.
- Serves as the debris program manager for H-GAC

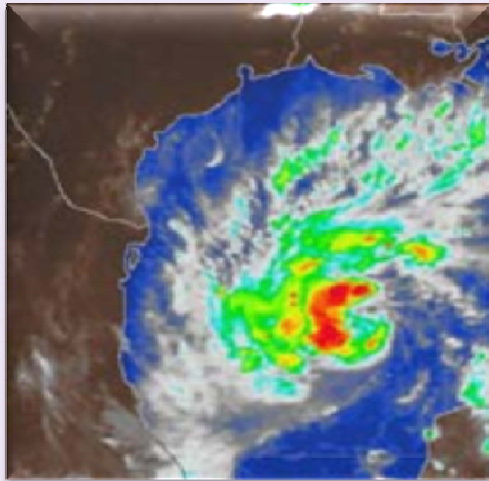


### **Caryn Messer**

- Supported debris operations in Florida following the active 2004 and 2005 hurricane seasons and assisted state agencies with the FEMA Public Assistance Grant Program
- Supported debris operations in Texas following Hurricane Ike
- Assists municipalities throughout Texas with hurricane operations plans, debris management plans, and continuity of operations plans

# INTRODUCTION

## Hazards and Vulnerabilities in Texas



Tropical Storms



Wildfires



Catastrophic Failures



Winter Storms



Flooding



Tornadoes

# INTRODUCTION

## Texas Leads the Nation in Major Disasters

<< Previous Page 1 of 4 Next >> Found 86 events

NUMBER	DECLARED	STATE	DESCRIPTION
<a href="#">1624</a>	01/11/2006	Texas	Extreme Wildfire Threat
<a href="#">1606</a>	09/24/2005	Texas	Hurricane Rita
<a href="#">1479</a>	07/17/2003	Texas	
<a href="#">1439</a>	11/05/2002	Texas	
<a href="#">1434</a>	09/26/2002	Texas	
<a href="#">1425</a>	07/04/2002	Texas	
<a href="#">1379</a>	06/09/2001	Texas	
<a href="#">1356</a>	01/08/2001	Texas	
<a href="#">1323</a>	04/07/2000	Texas	

- 86 major disaster declarations in Texas
- 14 major disaster declarations in the last ten years
- 115 FMAG declarations since 2002
- 13 FMAG declarations in the last 12 months

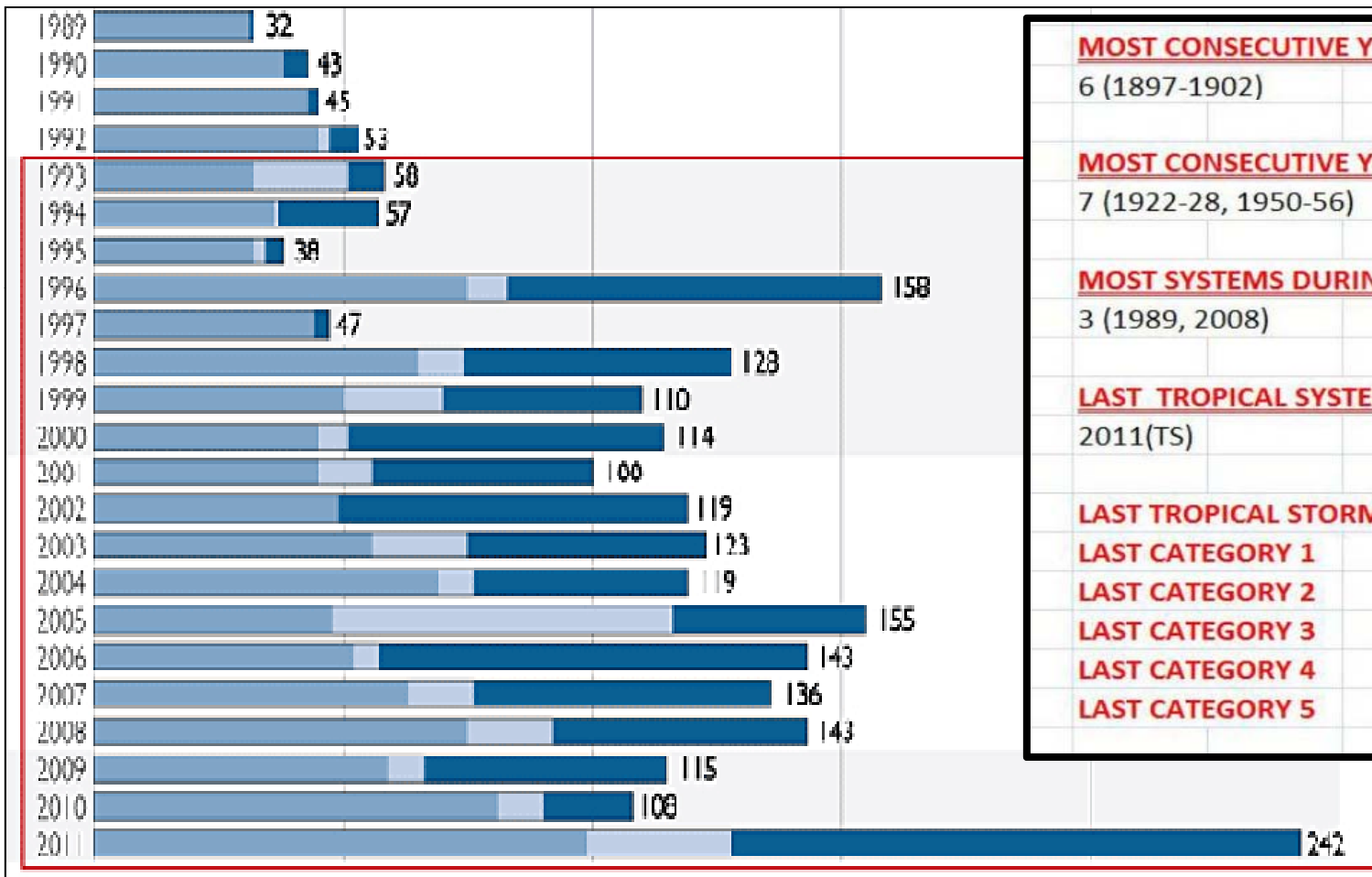
BY STATE	MAJOR DISASTER DECLARATIONS	EMERGENCY DECLARATIONS	FIRE MANAGEMENT ASSISTANCE DECLARATIONS
TOTAL DISASTER DECLARATIONS	2068	346	995
AVERAGE	34	6	17

Last Modified: Tuesday, 17-Jul-2012 18:20:00

Source: FEMA Disaster Declarations by State, Retrieved from: <http://www.fema.gov/femaNews/disasterSearch.do>

# INTRODUCTION

## Texas Leads the Nation in Major Disasters



<b><u>MOST CONSECUTIVE YEARS WITH SYSTEM</u></b>	
6 (1897-1902)	
<b><u>MOST CONSECUTIVE YEARS W/O SYSTEM</u></b>	
7 (1922-28, 1950-56)	
<b><u>MOST SYSTEMS DURING ONE SEASON</u></b>	
3 (1989, 2008)	
<b><u>LAST TROPICAL SYSTEM</u></b>	
2011(TS)	
<b>LAST TROPICAL STORM</b>	2011
<b>LAST CATEGORY 1</b>	2008
<b>LAST CATEGORY 2</b>	2008
<b>LAST CATEGORY 3</b>	1983
<b>LAST CATEGORY 4</b>	1999
<b>LAST CATEGORY 5</b>	NEV

Source: The Foundry, Retrieved from: <http://blog.heritage.org/2012/02/05/chart-of-the-week-obamas-abuse-of-fema-declarations/>  
 Source: Retrieved from <http://www.hurricanes-blizzards-noreasters.com/texas.html>



# **INTRODUCTION**

## **Purpose of Today's Presentation**

- **Prepare attendees for the finance and administration aspects of disaster debris management.**
- **Provide information and tools to local governments to capture more eligible costs for reimbursement.**
- **Provide information on federal grant program management.**
- **Provide cost tracking recommendations.**

# INTRODUCTION

## Brief Review of the Stafford Act

- Provides broad policy guidelines.
- Establishes high level roles and responsibilities of the federal government and state and local applicants.
- Establishes the authority of the federal government to provide financial assistance applicants for eligible disaster-related costs.

Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, and Related Authorities

FEMA 592, June 2007

“It is the intent of Congress, by this act to provide an orderly and continuing means of assistance by the Federal Government to State and local governments in carrying out their responsibilities to alleviate the suffering and damage which result from such disasters...”



# INTRODUCTION

## Brief Review of the Stafford Act

- **Sec. 406. Repair, Restoration, and Replacement of Damaged Facilities**
- **Sec. 407. Debris Removal**

### Sec. 407. Debris Removal (42 U.S.C. 5173)\*

- (a) Presidential Authority - The President, whenever he determines it to be in the public interest, is authorized -
  - (1) through the use of Federal departments, agencies, and instrumentalities, to clear debris and wreckage resulting from a major disaster from publicly and privately owned lands and waters; and
  - (2) to make grants to any State or local government or owner or operator of a private non-profit facility for the purpose of removing debris or wreckage resulting from a major disaster from publicly or privately owned lands and waters.
- (b) Authorization by State or local government; indemnification agreement - No authority under this section shall be exercised unless the affected State or local government shall first arrange an unconditional authorization for removal of such debris or wreckage from public and private property, and, in the case of removal of debris or wreckage from private property, shall first agree to indemnify the Federal Government against any claim arising from such removal.

### Sec. 406. Repair, Restoration, and Replacement of Damaged Facilities (42 U.S.C. 5172)\*

- (a) Contributions -
  - (1) In general -The President may make contributions -
    - (A) to a State or local government for the repair, restoration, reconstruction, or replacement of a public facility damaged or destroyed by a major disaster and for associated expenses incurred by the government; and
    - (B) subject to paragraph (3), to a person that owns or operates a private nonprofit facility damaged or destroyed by a major disaster for the repair, restoration, reconstruction, or replacement of the facility and for associated expenses incurred by the person.

the rules which provide for urban, and rural lands in adequate removal of debris and

this section shall be not less than the amount of debris removal carried out

Under section (a)(2), the President shall determine the President's initial estimate of the amount of payment in accordance with

(2) Date of Payment - Not later than 60 days after the date of the estimate described in paragraph (1) and not later than 90 days after the date on which

## **INTRODUCTION**

### **FEMA Reauthorization Act of 2012**

- **Amendments in the Reauthorization Act related to today's discussion:**
  - **Review of regulations and policies**
  - **Appeals process**
  - **Implementation of cost estimating**
  - **Tribal requests for disaster declaration**
  - **Reauthorization of the Public Assistance Pilot Program**

## **INTRODUCTION**

### **FEMA Reauthorization Act of 2012**

- **Debris related amendments**
  - **Making grants on the basis of fixed estimates**
  - **Using a sliding scale for the federal share for removal of debris based on the time it takes to complete the debris removal**
  - **Allowing utilization of income from recycled debris without offset to grant amount**

## **INTRODUCTION**

### **FEMA Reauthorization Act of 2012**

- **Debris related amendments (cont.)**
  - **Reimbursing base and overtime wages for employees and extra hires performing debris removal**
  - **Excess funds for actual costs may be permitted for any of the following purposes:**
    - **Debris management planning**
    - **Acquisition of debris management equipment for current or future use**
    - **Other activities to improve future debris removal operations**

# INTRODUCTION

## Phases of Documentation

Initial  
Documentation

Program  
Documentation

Documentation  
in the Recovery  
Process

# INITIAL DOCUMENTATION





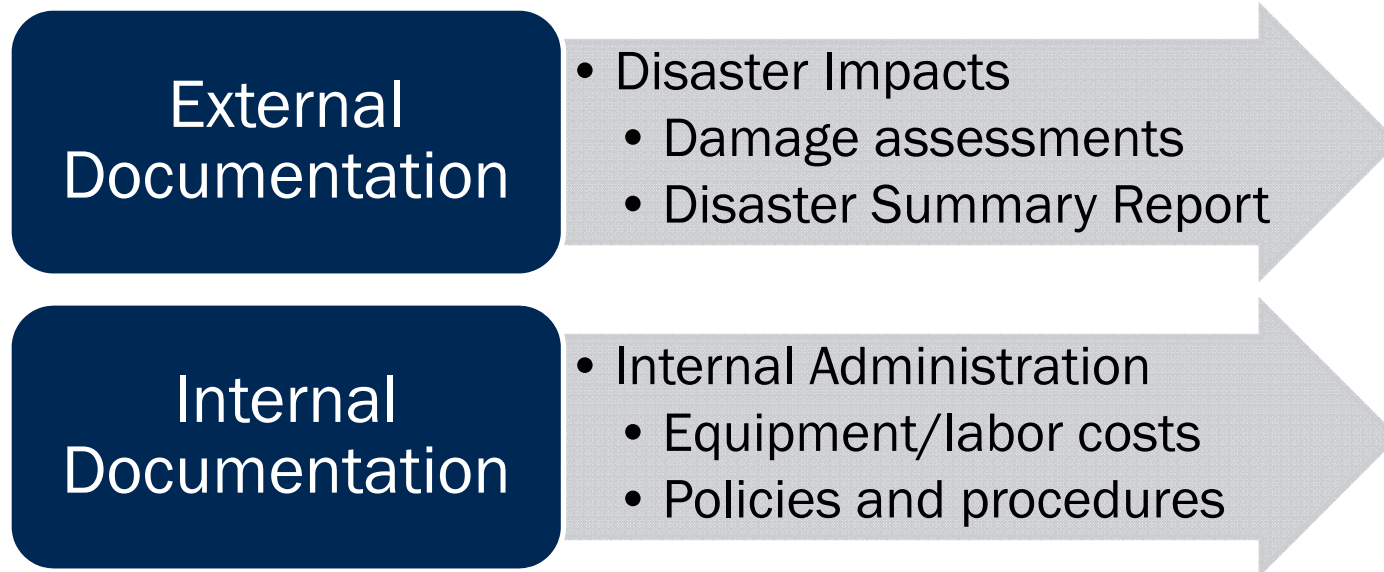
# INITIAL DOCUMENTATION

- Initial documentation
  - Critical to maximizing eligibility for reimbursement
  - Industry standard
  - Best practice



# INITIAL DOCUMENTATION

- Initial documentation can be divided into two components: external and internal.



**INITIAL DOCUMENTATION**  
**External Documentation**

**External  
Documentation**

# INITIAL DOCUMENTATION

## External Documentation

- **Initial Damage Assessment**
  - Assign a damage assessment coordinator
  - Compile GIS data
  - Assemble damage assessment team(s)
  - Provide incident briefing and assign tasks to team
  - Provide supplies (maps, forms, cameras, safety equipment, etc.)





# INITIAL DOCUMENTATION

## External Documentation

- Initial Damage Assessment – Public Property
  - Category of damage
  - Location (location name, address, map, etc.)
  - Description of damage
  - Percent of impact
  - Insurance coverage
  - Cost estimate

TEXAS DIVISION OF EMERGENCY MANAGEMENT  
TEXAS DEPARTMENT OF PUBLIC SAFETY  
PUBLIC PROPERTY SITE ASSESSMENT WORKSHEET

TDEM-25 (6/10)  
PG. \_\_\_\_ of \_\_\_\_

KEY FOR DAMAGE CATEGORY (Use appropriate letters in the 'category' blocks below)			
A. DEBRIS CLEARANCE	D. WATER CONTROL FACILITIES	G. OTHER	
B. PROTECTIVE MEASURES	E. BUILDINGS AND EQUIPMENT		
C. ROAD SYSTEMS	F. PUBLIC UTILITY SYSTEM		
SITE NO.	CATEGORY	LOCATION (Use map location, address, etc.)	
DESCRIPTION OF DAMAGE			
IMPACT	INSURANCE	% COMPLETE	COST ESTIMATE
SITE NO.	CATEGORY	LOCATION (Use map location, address, etc.)	
DESCRIPTION OF DAMAGE			
IMPACT	INSURANCE	% COMPLETE	COST ESTIMATE
SITE NO.	CATEGORY	LOCATION (Use map location, address, etc.)	
DESCRIPTION OF DAMAGE			
IMPACT	INSURANCE	% COMPLETE	COST ESTIMATE
SITE NO.	CATEGORY	LOCATION (Use map location, address, etc.)	
DESCRIPTION OF DAMAGE			
IMPACT	INSURANCE	% COMPLETE	COST ESTIMATE

# INITIAL DOCUMENTATION

## External Documentation

- **Initial Damage Assessment – Residential**
  - **Single family/multi-family homes/mobile homes**
    - **Affected – some damage**
    - **Minor – less than 50% damage**
    - **Major – more than 50% damage**
    - **Destroyed – Should be obvious**
  - **Estimate insurance**



# INITIAL DOCUMENTATION

## External Documentation

- **Disaster Summary Outline Form TDEM-95**
  - **Jurisdictional information**
  - **Contact information**
  - **Individual Assistance**
    - **Fatalities**
    - **Injuries**
    - **Hospitalized**
    - **Agricultural losses**
    - **Residential losses**
    - **Business losses/impacts**

**Disaster Summary  
Outline**

Date: \_\_\_\_\_  
 Time: \_\_\_\_\_

**GENERAL**

Jurisdiction (County/City): \_\_\_\_\_ Population: \_\_\_\_\_

Type of Disaster (Flood, Hurricane, Tornado, etc.): \_\_\_\_\_

If this is a flood event, does the City/County participate in the National Flood Insurance Program (NFIP)?  
 Yes/No \_\_\_\_\_

Inclusive dates of the disaster: \_\_\_\_\_

Was a local disaster declaration issued? Yes/ No (Not applicable for Agriculture assistance only) \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Pager ( ) \_\_\_\_\_ 24-Hour Duty Officer/Sheriff's Office ( ) \_\_\_\_\_

**INDIVIDUAL ASSISTANCE**

**Casualties:** (Contact local area hospitals)

A. Number of Fatalities \_\_\_\_\_

B. Number of Injuries \_\_\_\_\_

C. Number Hospitalized \_\_\_\_\_

Number of homes isolated due to road closure (high water, etc.): \_\_\_\_\_

**Agricultural Losses:** (Contact the Farm Service Agency in your county)

Is agricultural assistance needed? Yes/ No If yes, please attach USDA flash situation report.

**Residential Losses - Primary Residence Only:** (Local Damage Assessment) See guidelines on page 4.

Type of Homes	Affected	Minor Damage	Major Damage	Destroyed	% Covered by Insurance
Single Family Homes					
Mobile Homes					
Multi-Family Units					
<b>Totals</b>					

TDEM-03 - Page 1 (Rev. 5/10)



# INITIAL DOCUMENTATION

## External Documentation

- **Disaster Summary Outline Form TDEM-95 (cont.)**
  - **Public Assistance**
    - Category of damage
    - Annual maintenance budget
    - Start of fiscal year
    - Other damage (non-profit, medical, utility, educational, etc)



# **INITIAL DOCUMENTATION**

## **Discussion**

- **Do you have a plan for damage assessment?**
- **Who is on your damage assessment team (tax assessor, finance department, public works)?**
- **What types of damage assessment teams do you have (debris, public infrastructure, residential)?**
- **What forms do you have?**
- **Do you conduct pre- and post-event training?**
- **Do you have contingency contracts to augment damage assessment staff?**
- **Do you utilize ICS to manage the documentation process?**
- **Does the EOC/Incident Action Planning Section provide support to compile documentation?**

**INITIAL DOCUMENTATION**  
**Internal Documentation**

**Internal  
Documentation**

# INITIAL DOCUMENTATION

## Internal Documentation

- **Internal documentation requirements**
  - **Personnel policies**
  - **Labor and equipment**
  - **Timesheets and summaries**
  - **Safety procedures**
  - **Contract procurement procedures**
  - **Contracts**
  - **Environmental permits**
  - **Public information announcements**



# **INITIAL DOCUMENTATION**

## **Discussion**

- **How does your jurisdiction collect internal documentation?**
- **Who is on the internal documentation team?**
- **What forms do you use?**
- **Do you conduct pre- and post-event training to administrative staff on how to maintain accurate documentation?**
- **Do you have contingency contracts to augment administrative staff?**
- **Do you utilize ICS to manage the documentation process?**

## INITIAL DOCUMENTATION

### Importance of Complete and Accurate Initial Documentation



- **Statewide population 25,145,561 – 2010 Census Data**
- **\$1.35 per capita uninsured loss for the state**
  - To achieve the 75% Federal Cost Share
- **\$3.39 per capita uninsured loss for the county**

## INITIAL DOCUMENTATION

### Importance of Complete and Accurate Initial Documentation

- To receive a disaster declaration, the state must demonstrate **\$33,946,507** in uninsured loss
- Debris is all uninsured loss which is why it is so critical to estimate damage timely and accurately



**BREAK:  
10 Minutes**





# FEDERAL REIMBURSEMENT PROGRAMS FOR DEBRIS OPERATIONS



# FEDERAL REIMBURSEMENT PROGRAMS



FEMA Public Assistance Program



FHWA Emergency Relief Program



NRCS Emergency Watershed Protection Program



FEMA Fire Management Assistance Grant

# **FEDERAL REIMBURSEMENT PROGRAMS**

## **Disaster Declaration Process**

- **Primary Factors that dictate a declaration**
  - **Estimated cost of the assistance**
  - **Extent of localized impacts**
  - **Amount of insurance coverage in force**
  - **Extent to which hazard mitigation has reduced potential losses**
  - **Occurrence of recent multiple disasters**
  - **Availability of other federal assistance**

# FEDERAL REIMBURSEMENT PROGRAMS



## FEMA Public Assistance Program

# FEDERAL REIMBURSEMENT PROGRAMS

## Disaster Declaration Process

- **Disaster Declaration Process**
  - **Texas Governor must request federal assistance**
    - **Governor shall furnish information on the nature and amount of State and local resources which have been or will be committed**
  - **Request first goes to regional FEMA office and is then sent to headquarters then to the White House for a Presidential declaration**
    - **There are circumstances where this process is circumvented (i.e. Space shuttle crash over five states and 9/11)**

# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Assistance Programs

- **Public Assistance (PA)**
  - Involves reimbursement for public ROW material recovery
  - Can involve additional general assistance such as ROE or private property clean-up
- **Direct Federal Assistance (DFA)**
  - U.S. Army Corps of Engineers (USACE)
  - Example: Hurricane Katrina, Rita, 9/11
- **Individual Assistance (IA)**
  - Provides reimbursement to individuals for uninsured disaster related costs
  - Includes housing assistance to individuals impacted by the disaster

# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Public Assistance Program

- **Disaster Declaration Process**
  - FEMA reimbursement is supplemental to state, local and private (insurance) assistance
  - Some disasters may only receive PA or IA
  - For PA declaration, may only receive reimbursement for some categories
    - i.e. Only Category A and B or only Category A
  - Some declarations may allow for DFA
    - Will be reimbursed at same reimbursement rate

# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Public Assistance Program: Categories of Work

**Category A: Debris removal**

**Category B: Emergency protective measures**

**Category C: Road systems and bridges**

**Category D: Water control facilities**

**Category E: Public buildings and contents**

**Category F: Public utilities**

**Category G: Parks, recreational and others**





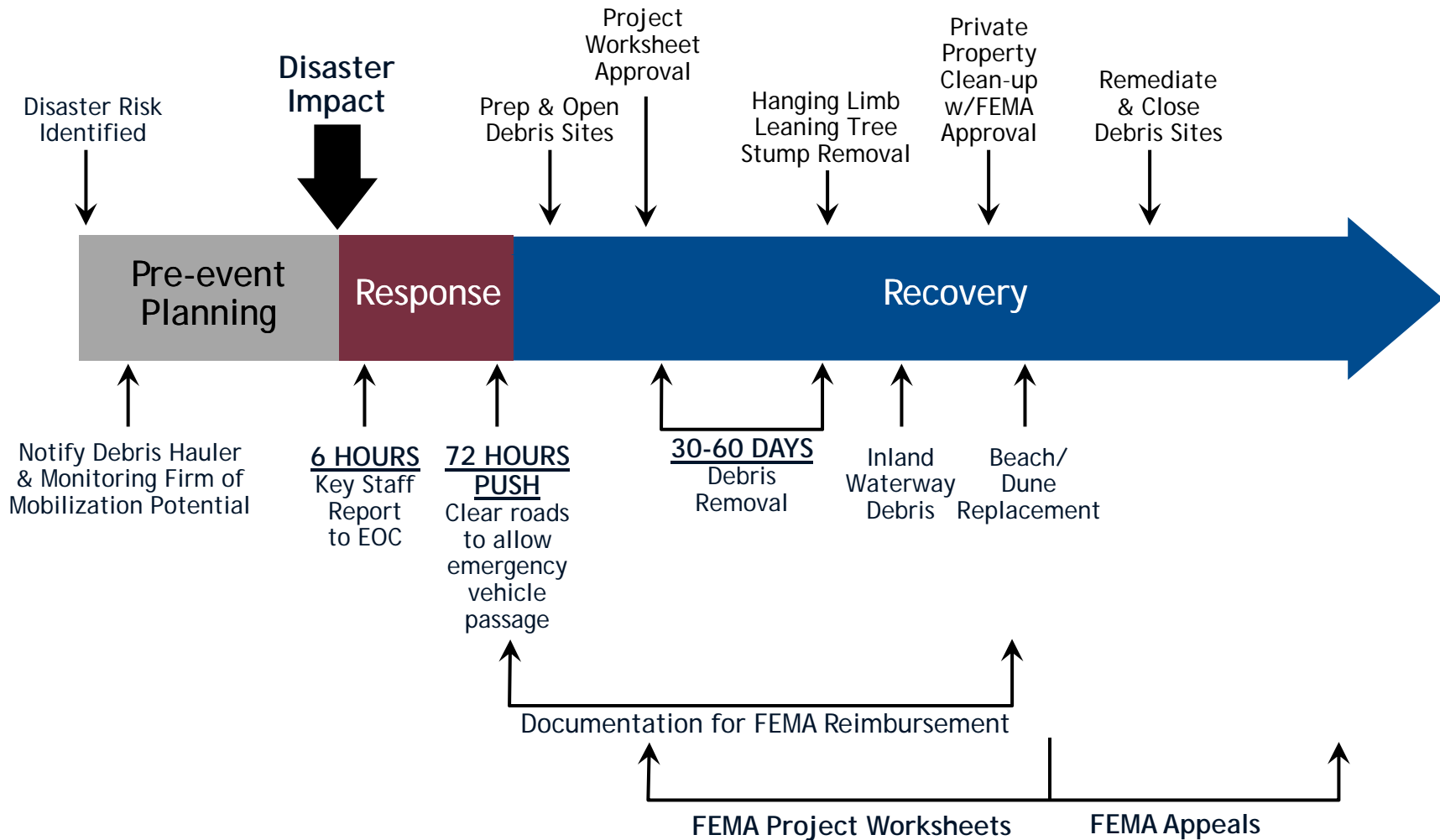
# **FEDERAL REIMBURSEMENT PROGRAMS**

## **FEMA Public Assistance Program: Category A**

- **Eliminate an immediate threat to lives, public health and safety**
- **Eliminate immediate threats of significant damage to improved public or private property**
- **Ensure the economic recovery of the affected community to the benefit of the community-at-large**
- **Mitigate the risk to life and property by removing substantially damaged structures and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices**

# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Public Assistance Program Timeline



# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Public Assistance Program: Category A

- **Documentation for Force Account:**
  - **Labor:**
    - Copy of city/county pay policy
    - Copies of payroll (i.e. hourly rates)
    - Fringe benefit information
    - Timesheets
  - **Materials/equipment:**
    - Hourly logs of vehicle/equipment
    - Names of operators
    - Horsepower, size, capacity, make/model/year, etc of equipment



# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Public Assistance Program: Category A

- **Documentation for Contractors:**
  - Copies of contract with vendors
  - Copies of bid solicitation
  - Dates worked and type of work performed
  - Locations of work performed
  - Estimates



# FEDERAL REIMBURSEMENT PROGRAMS



## FHWA Emergency Relief Program

# FEDERAL REIMBURSEMENT PROGRAMS

## Federal Highway Administration

- **Federal Highway Administration (FHWA) Emergency Relief Program**
  - All claims must be direct result of approved event.
    - **Natural disasters**
      - Hurricane
      - Flood
      - Landslides
      - Tornadoes
    - **Catastrophic failures**
      - External causes



# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program

- **More than \$5,000 in repair per site**
  - Collectively in some situations (for example, countywide/citywide)
- **All highways other than the following:**
  - Local roads
  - Rural minor collectors
- **Damage occurs within the right-of-way**



# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program

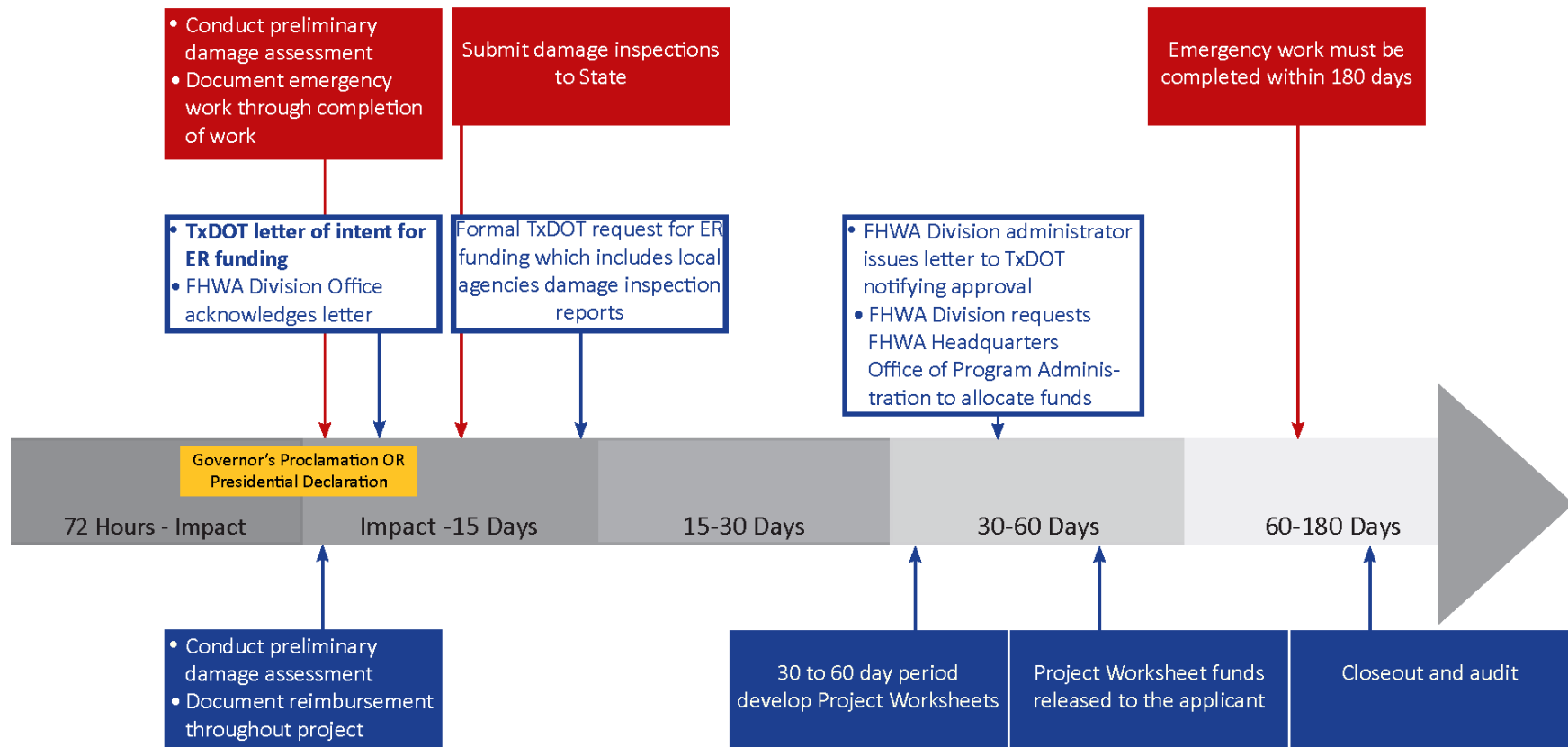
- **In-house labor and equipment**
  - Regular and overtime
- **Contractors**
- **Rental equipment**
- **Construction, engineering, and inspection (CEI) services**
- **Office supplies and materials**
- **Indirect tasks**
  - Damage assessments
  - Supervision
  - Contract administration
  - Project planning





# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program



Local Agencies | TxDOT/FHWA | FEMA

# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program: FHWA ER vs FEMA PA

### FHWA

Restoring essential traffic  
Not designed to cover all damages



### FEMA

Threats to lives, public health, and safety  
Threats of significant damage to improved public or private property; or  
Ensure the economic recovery of the affected community to the benefit of the community-at-large  
Funding source of last resort



# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program

- Concurrent programs
- Separate documentation process
- Separate application process

Emergency roadway clearing



Search and rescue



- FHWA must have damage

# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program: FHWA ER vs FEMA PA

	FHWA-ER	FEMA-PA
<b>Funding Requests</b>	TxDOT District Offices	Texas Division of Emergency Management
<b>Preliminary Step</b>	Governor's proclamation or	Presidential declaration
<b>Eligible Threshold</b>	\$700,000 per event	\$1.35 per capita (Statewide) \$3.35 per capita (County)
<b>Eligible Project Cost Threshold</b>	\$5,000 per project	Small Projects \$1,000 Large Projects \$63,900 (2011)

# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program: FHWA ER vs FEMA PA

FHWA-ER	FEMA-PA
Emergency repairs	Category A and B
Eligible costs funded at 100% for 180 days	75% minimum
After 180 days funding drops to the federal share (80%, 90%)	75% minimum

# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program: FHWA ER vs FEMA PA

FHWA-ER	FEMA-PA
Defined as “emergency repair”	Defined as “emergency work”
First push reimbursed at 100%	First push reimbursed at 100%
First pass reimbursed at 100%	First pass reimbursed at a minimum of 75%
FHWA pays for the first pass only federal-aid eligible roadways	Additional passes reimbursed at a minimum of 75%

## **FEDERAL REIMBURSEMENT PROGRAMS**

### **FHWA Emergency Relief Program: Recent Changes**

- **Debris Management Site and Final Disposal**
  - **Separate tracking of debris operations is unchanged.**
  - **FHWA will reimburse for debris hauled to a TDMS.**
  - **FHWA will NOT reimburse for TDMS management, reduction services or haul out of the debris.**
  - **Debris collected during first pass on eligible roads must be taken directly to a final disposal site.**
  - **FHWA will reimburse for the tipping fees, if incurred.**

# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program: Changes to Form 1273

- **Changes to Form 1273**
  - The form is required as a prerequisite for reimbursement.
  - Required for all first pass operations for both “on-system” and “off-system” roads receiving federal aid.
  - Form must be included in the actual bid documents as well as the resultant contract.
    - See FHWA Form 1273, Executive Order 12549, FEMA 325 and 29 CFR Part 29.



# FEDERAL REIMBURSEMENT PROGRAMS

## FHWA Emergency Relief Program: Events in Texas

Year	Disaster
2002	Abilene Floods
2004	Bryan Floods
2004	I-20 Salt Draw Bridge
2005	Hurricane Rita
2006	El Paso Floods
2007	Central Texas Floods
2008	Hurricane Dolly
2008	Hurricane Ike



# FEDERAL REIMBURSEMENT PROGRAMS



NRCS  
Emergency  
Watershed  
Protection  
Program

# FEDERAL REIMBURSEMENT PROGRAMS

## NRCS Watershed Protection Program

- **Eligible Work**
  - **Debris-clogged stream channels**
  - **Undermined and unstable stream banks**
  - **Jeopardized water control structures and public infrastructures**
  - **Wind-borne debris removal**
  - **Damaged upland sites stripped of protective vegetation by fire or drought**



# FEDERAL REIMBURSEMENT PROGRAMS

## NRCS Watershed Protection Program

- **Cost Share**
  - **75 percent of the construction costs of emergency measures**
  - **90 percent of projects in limited resource areas**
  - **Remaining cost must come from local resources and can be made in cash or in-kind services**



# FEDERAL REIMBURSEMENT PROGRAMS

## NRCS Watershed Protection Program

- Municipalities should actively participate in damage assessment.
- NRCS EPW eligibility is determined *prior* to commencement of activities.
- Document why debris removal is in the public interest with photos when possible

Agency of Natural Resources  
Department of Environmental Conservation  
Waste Management Division

### Removing Debris from Waterways

Debris collection and disposal after storm events, is primarily a local responsibility. Debris on public rights-of-way and that has the potential to damage public property is managed by towns, and has often been included in the costs that will cover in a disaster. Debris on private property is generally the responsibility of the landowners although the active involvement of their town in debris removal varies from event to event.

A wide variety of materials – some hazardous, some reusable, and much of it

After a disaster event, it is especially important that municipalities actively participate in damage assessment and evaluation. Cities and towns should not only identify the extent of the problem, but also assess their capability for response. This document is based on an assumption that municipalities will have access to the necessary equipment as well as technical and financial assistance when needed.

Local municipalities should take the lead in coordinating the response for household hazardous waste (e.g. EWaste), including its collection and disposal. In the event of a disaster, the state and local communities generally share in the responsibility for federal assistance, and will work together to find the most cost-effective way to restore the community and environment.

Debris removal is generally limited to those situations where removal of debris is in the public interest as defined by FEMA. FEMA defines public interest as work necessary to meet the following:

• Eliminate or reduce threats to life, public health and safety; or

• Eliminate or reduce threats of significant damage to improved public or private property; or

• Ensure economic recovery of the affected community to the benefit of the community-at-large; or

• Mitigate the risk to life and property by removing substantially damaged structures and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices.

The Natural Resources Conservation Service (NRCS) may offer technical or financial

# FEDERAL REIMBURSEMENT PROGRAMS

## NRCS Watershed Protection Program

### Case Study: Rockingham, VT - Tropical Storm Irene

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- ▶ Flooding hazard
  - Removed trees and boulders clogging streams to prevent further flooding
  - Debris posed a threat of creating a potential barrier in future storms and winter runoff
  - Conflicting answers on federal reimbursement eligibility
    - USACE
    - NRCS
    - FEMA

# FEDERAL REIMBURSEMENT PROGRAMS



## FEMA Fire Management Assistance Grant

# FEDERAL REIMBURSEMENT PROGRAMS

## FEMA Fire Management Assistance Grant

- **Fire Management Assistance Grant (FMAG)**
  - **Component of the FEMA Public Assistance Grant Program during wildfires**
  - **FMAG captures costs associated with fire-fighting efforts and other emergency protective measures**
  - **FEMA Individual Assistance (IA) is available for homeowners**
  - **FMAG IS NOT FOR DEBRIS REMOVAL**





# FEDERAL REIMBURSEMENT PROGRAMS

- **Importance of documentation**

- Erroneous oral and written directions, approvals, etc. by government employees do not give rise to estoppel against the Government and so entitle the claimant to a monetary payment not otherwise permitted by law.
- The Appropriations Clause of the Constitution, Art. I, § 9, cl. 7, provides that: "No money shall be drawn from the Treasury, but in consequence of appropriations made by Law."
- This means that no money can be paid out of the Treasury unless that payment is authorized by statute.
- The onus is on the applicant to know eligible and ineligible work and to understand the grant program funding the project.
- The Federal government is forbidden by the Constitution from paying for any action that is not authorized by statute regardless of a verbal affirmation from a federal employee.

**BREAK:  
10 Minutes**



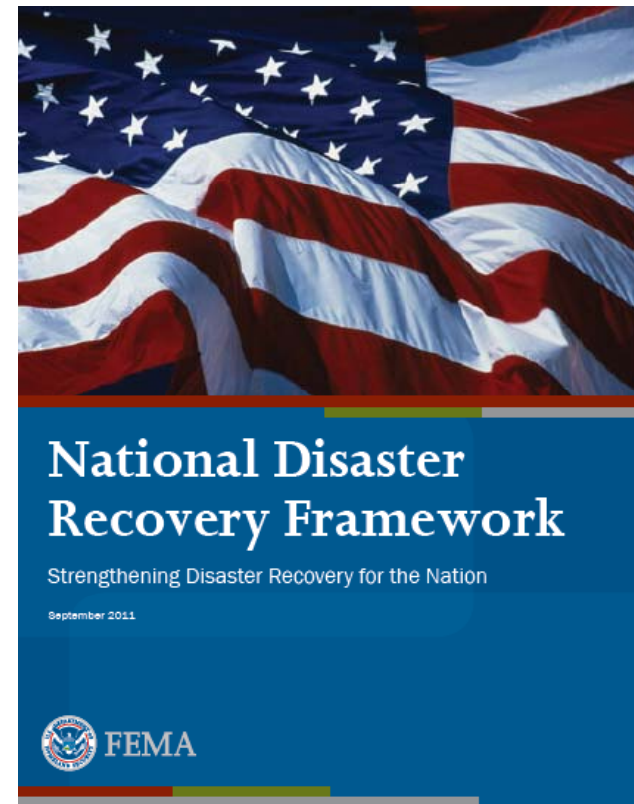
# RECOVERY



# RECOVERY

## National Disaster Recovery Framework

- **The purpose of the National Disaster Recovery Framework:**
  - **Serve as a guide, not a new mandate**
  - **Promote effective recovery**
  - **Apply to all Presidentially-declared major disasters**
  - **Encourage early integration of recovery considerations into response efforts**



# RECOVERY

## National Disaster Recovery Framework

- **National Disaster Recovery Framework defines:**
  - Core recovery principles
  - Roles and responsibilities of recovery coordinators and stakeholders
  - A coordinating structure that facilitates communication and collaboration among all stakeholders
  - Guidance for pre- and post disaster recovery planning



# RECOVERY

## Planning Components

### Case Study: Montgomery County Disaster Recovery Plan

---

- ▶ Recovery Functions
  1. Emergency Management
  2. Administration and Continuity of Government
  3. Public Information and Community Relations
  4. Individual Assistance, Volunteers and Donations
  5. Security and Re-entry
  6. Health and Safety
  7. County Infrastructure
  8. Utility Restoration

# RECOVERY

## Planning Components

### Case Study: Montgomery County Disaster Recovery Plan

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- ▶ Recovery Functions (cont)
  9. Planning and Mitigation
  10. Economic Restoration
  11. Environmental and Historic Preservation
  12. Finance
  13. Housing
  14. Education
  15. Transportation

# RECOVERY

## Planning Components

### Case Study: Montgomery County Disaster Recovery Plan

---

- ▶ Recovery Functions
  - Purpose
  - Direction and Control
  - Supporting Departments and Organizations
  - Concept of Operations
  - Assignment of Responsibility
  - References



# RECOVERY

## Planning Components

### Case Study:

### Montgomery County Disaster Recovery Plan

- ▶ Recovery Function #12 - Finance
  - Purpose – oversee emergency-related expenditures
    - Compile and organize expense reports
    - Authorize and manage purchases
    - Manage insurance claims
  - Direction and Control – the County Auditor’s Office is the lead department for RF#12
    - Coordinate with other departments
    - Provide reports to OEM

# RECOVERY

## Planning Components

### Case Study: Montgomery County Disaster Recovery Plan

---

- ▶ Recovery Function #12 - Finance
  - Supporting departments
    - County Attorney's Office
    - County Commissioner's Offices
    - County Tax Assessor's Office
    - County Treasure's Office
    - Information Technology
    - OEM
    - Purchasing

# RECOVERY

## Planning Components

### Case Study:

## Montgomery County Disaster Recovery Plan

- ▶ Recovery Function #12 - Finance
  - Example roles and responsibilities: County Tax Assessor
    - Inform the Commissioner's Court of the impact of an incident on the county (for example, number of homes that were destroyed and the impact to the tax base).
    - Assess and collect ad valorem tax accounts as identified and valued by the Montgomery Central Appraisal District.
    - Provide assessments of value for use in preparing damage assessments after an emergency or disaster.

# RECOVERY

## Planning Components

### Case Study: Montgomery County Disaster Recovery Plan

---

#### ▶ Forms

- Disaster Recovery Outline
- Site Assessment Forms: Housing Losses
- Public Property Site Assessment Worksheet
- ICS Forms
- Force Account Labor Summary Report
- Force Account Equipment Summary Report
- Materials Summary Report
- Contract Work Summary Report

## **RECOVERY Action Plan**

- **Get Organized**
- **Determine Losses**
- **Categorize Losses**
- **Determine Eligibility**
- **Develop a Rebuilding Plan**
- **Identify Funding Sources**
- **Implement the Plan**
- **Final Inspection and “Close-out”**
- **Understand the Audit Requirements**

# RECOVERY Action Plan

- **Identify a recovery manager and recovery team**
  - **Recovery manager**
    - Nearly a full-time job for 6-8 months or more
    - Don't limit yourself to only Emergency Management staff
    - Ensure they are involved in trainings and exercises



# RECOVERY Action Plan

- **Engage stakeholders**
  - **Involvement of department heads during recovery**
    - Purchasing agent
    - Legal department
    - County auditor
  - **Ensure staff input and oversight of operations and key decisions**



# RECOVERY

## Disaster Recovery Timeline



- **Project closeout, audits, appeals**
- **Some issues take years to resolve**
  - Northridge Earthquakes
  - Hurricane Andrew
  - Tropical Storm Allison



# RECOVERY

## Audit Checklist and Records Retention

- Audit Checklist for Force Accounts
  - Labor – Payroll records
    - Hourly labor rates
    - Hourly overtime rates
    - Hourly fringe benefit rates
    - Employee time cards
  - Labor – Personnel log of hours
    - Employee name
    - Employee title and duties performed related to the project.
    - Payroll journal/copy of payroll checks
    - Hours worked on this PW by date

<i>AUDIT CHECKLIST FORCE ACCOUNTS</i>		<i>Y= Yes</i>	<i>N= No</i>	<i>Auditor Initials</i>
Name of Jurisdiction				
PW#				
<b>Maintain a separate file for each project</b>				
Describe work performed				
Provide project number, i.e. (PW #)				
Identify days worked				
<b>LABOR</b>				
<b>Payroll records with:</b>				
Hourly labor rates				
Hourly overtime rates				
Hourly fringe benefit rates				
Employee time cards				
<b>Personnel log of labor hours claimed with:</b>				
Employee name				
Employee title and duties performed related to the project.				
Payroll journal/copy of payroll checks				
Hours worked on this PW by date				

# RECOVERY

## Audit Checklist and Records Retention

- Audit Checklist for Force Accounts
  - Equipment
    - Identify location of work
    - Describe work performed
    - Provide equipment operation dates
    - Provide project number
    - Category of work
    - Provide name of equipment operator

<b>EQUIPMENT</b>
Identify location of work
Describe work performed
Provide equipment operation dates
Provide project number
Category of work
Provide name of equipment operator
<b>Type of equipment:</b>
Indicate size
Indicate capacity (i.e. Horsepower)(cubic yards etc.)
Indicate make and model
Rental invoices
<b>FEMA equipment code:</b>
List code used
Give equipment hourly rate
Total hours in operation
Inventory schedules with acquisition date
Cancelled checks verifying payment for rental

# RECOVERY

## Audit Checklist and Records Retention

- Audit Checklist for Force Accounts
  - Equipment – type of equipment
    - Indicate size
    - Indicate capacity
    - Indicate make and model
    - Rental invoices



EQUIPMENT INVENTORY FORM								
APPLICANT:		FIPS NO.		DISASTER		CATEGORY		PW REF NO.
0		0		4024		A		0
EQUIPMENT (UNIT NO.)	OPERATOR	MAKE	MODEL	HP	CAPACITY SIZE	FEMA COST CODE	ADJUSTED COST CODE UNIT PRICE	COMMENTS

# RECOVERY

## Audit Checklist and Records Retention

- Audit Checklist for Force Accounts
  - FEMA Equipment Rates
    - List code used
    - Give equipment hourly rate
    - Total hours in operation
    - Inventory schedules with acquisition date
    - Cancelled checks verifying payment for rental

**FEMA'S SCHEDULE OF EQUIPMENT RATES**

**DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY  
RECOVERY DIRECTORATE  
PUBLIC ASSISTANCE DIVISION  
WASHINGTON, D.C. 20412**

The rates on this Schedule of Equipment Rates are for applicant-owned equipment in good mechanical condition, complete with all required attachments. Each rate covers all costs eligible under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121, et seq., for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Standby equipment costs are not eligible.

Equipment must be in actual operation performing eligible work in order for reimbursement to be eligible. LABOR COSTS OF OPERATOR ARE NOT INCLUDED in the rates and should be approved separately from equipment costs.

Information regarding the use of the Schedule is contained in 44 CFR § 206.228 Allowable Costs. Rates for equipment not listed will be furnished by FEMA upon request. Any appeals shall be in accordance with 44 CFR § 206.206 Appeals.

THESE RATES ARE APPLICABLE TO MAJOR DISASTERS AND EMERGENCIES DECLARED BY THE PRESIDENT ON OR AFTER SEPTEMBER 15, 2010.

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8490	Aerial Lift, Self-Propelled	Max. Platform Height	37 ft	to 15	Articulated, Telescoping, Scissor	hour	\$6.25
8491	Aerial Lift, Self-Propelled	Max. Platform Height	60 ft	to 30	Articulated, Telescoping, Scissor	hour	\$12.25
8492	Aerial Lift, Self-Propelled	Max. Platform Height	70 ft	to 50	Articulated, Telescoping, Scissor	hour	\$21.00
8493	Aerial Lift, Self-Propelled	Max. Platform Height	125 ft	to 85	Articulated and Telescoping	hour	\$35.00
8494	Aerial Lift, Self-Propelled	Max. Platform Height	150 ft	to 130	Articulated and Telescoping	hour	\$67.00
8496	Aerial Lift, Truck Mntd	Max. Platform Height	40 ft		Articulated and Telescoping, Add to Truck rate for total rate	hour	\$6.75
8497	Aerial Lift, Truck Mntd	Max. Platform Height	81 ft		Articulated and Telescoping, Add to Truck rate for total rate	hour	\$12.25
8498	Aerial Lift, Truck Mntd	Max. Platform Height	80 ft		Articulated and Telescoping, Add to Truck rate for total rate	hour	\$23.50
8499	Aerial Lift, Truck Mntd	Max. Platform Height	100 ft		Articulated and Telescoping, Add to Truck rate for total rate	hour	\$34.00
8010	Air Compressor	Air Delivery	41 cfm	to 10	Hoses included	hour	\$1.50
8011	Air Compressor	Air Delivery	100 cfm	to 30	Hoses included	hour	\$7.00
8012	Air Compressor	Air Delivery	130 cfm	to 50	Hoses included	hour	\$9.25
8013	Air Compressor	Air Delivery	175 cfm	to 90	Hoses included	hour	\$20.00
8014	Air Compressor	Air Delivery	400 cfm	to 145	Hoses included	hour	\$27.50
8015	Air Compressor	Air Delivery	575 cfm	to 230	Hoses included	hour	\$45.50
8016	Air Compressor	Air Delivery	1100 cfm	to 365	Hoses included	hour	\$91.00
8017	Air Compressor	Air Delivery	1900 cfm	to 500	Hoses included	hour	\$90.00
8040	Ambulance			to 150		hour	\$25.50
8041	Ambulance			to 210		hour	\$30.50
8060	Auger, Portable	Hole Diameter	16 in	to 8		hour	\$1.50
8061	Auger, Portable	Hole Diameter	18 in	to 13		hour	\$3.50
8062	Auger, Tractor Mntd	Max. Auger Diameter	36 in	to 13	Includes digger, boom and mounting hardware. Add to Tractor rate for total rate	hour	\$1.30
8063	Auger, Truck Mntd	Max. Auger Size	24 in	to 100	Includes digger, boom and mounting hardware. Add to Truck rate for total rate	hour	\$29.00
8070	Automobile			to 130	Transporting people	mile	\$0.50
8071	Automobile			to 130	Transporting cargo	mile	\$13.00
8072	Automobile, Police			to 250	Patroling	mile	\$6.50
8073	Automobile, Police			to 250	Stationary with engine running	hour	\$18.25
8110	Barge, Deck	Size	50x150x7.25'			hour	\$34.00

8144	Boat, Tug	Length	51 ft	to 700		hour	\$225.00
8419	Breaker, Pavement, Hand-Held	Weight	25-90 lb			hour	\$0.65
8420	Breaker, Pavement			to 70		hour	\$31.25

# RECOVERY

## Audit Checklist and Records Retention

- **Audit Checklist for Force Accounts**
  - **Materials**
    - **Vendor name**
    - **Material description**
    - **Unit price**
    - **Quantity used**
    - **Date purchased and date used**
    - **Total price of material/receipts/invoices**
    - **Identify material used from stockpile**
    - **Documentation required**
    - **Independent contactors**



## **RECOVERY**

### **Audit Checklist and Records Retention**

- **Audit Checklist for Independent Contractor**
  - **Bid advertisements, lowest bid, copy of contracts included?**
  - **Scope of work and documentation included?**
  - **Reasonable rates?**
  - **Cost plus (not allowable)?**
  - **Contingency clauses (not allowable)?**
  - **Debarred contractor list?**
  - **Invoices, cancelled checks and receipts?**

## **RECOVERY**

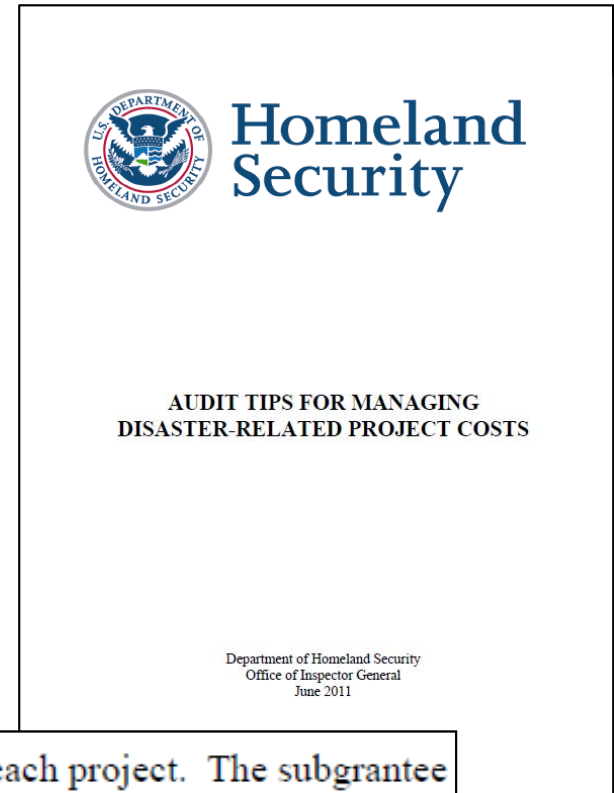
### **Audit Checklist and Records Retention**

- **Audit Checklist for Independent Contractor**
  - **Changes in scope submitted to FEMA/state?**
  - **Monitoring reports maintained?**
  - **Manager/supervisor sign off on work?**
  - **Applicant manager agree with work?**
  - **Volunteer work?**
  - **Scope authorized by FEMA?**
  - **Time extensions?**
  - **Additional funding requests?**

# RECOVERY

## Audit Checklist and Records Retention

- Office of Inspector General Audit Tips
  - Information about the audit process
  - Frequent audit findings
  - Response to frequently asked questions about common problems found during audits of disaster projects
  - Key points to remember when administering FEMA grants



*Finding 1:* The subgrantee did not account separately for the costs of each project. The subgrantee had five distinct FEMA-funded projects but accounted for project expenditures under one cost center. As a result, the subgrantee's claim could not be verified by project.



# RESOURCES



# RESOURCES

## Federal

- Robert T Stafford Act, Amended 2007
  - <http://www.fema.gov/about/stafact.shtm>
- Title 44 of the Code of Federal Regulations
  - <http://www.gpo.gov/fdsys/pkg/CFR-2007-title44-vol1/content-detail.html>
- FEMA 321, 322, and 325
  - <http://www.fema.gov/government/grant/pa/policy.shtm>
- FEMA 9500 Series
  - <http://www.fema.gov/government/grant/pa/9500toc.shtm>
- FEMA Equipment Rates
  - <http://www.fema.gov/government/grant/pa/eqrates.shtm>

# RESOURCES

## Federal

- **FHWA Emergency Relief Manual**
  - <http://www.fhwa.dot.gov/reports/erm/>
- **NRCS Emergency Watershed Protection Program Fact Sheet**
  - [http://www.nrcs.usda.gov/Internet/FSE\\_DOCUMENTS/stelprdb1045263.pdf](http://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/stelprdb1045263.pdf)
- **Department of Homeland Security Office of Inspector General Tips on Audit Process**
  - [http://www.oig.dhs.gov/assets/audit\\_tips.pdf](http://www.oig.dhs.gov/assets/audit_tips.pdf)
- **Office of Management and Budget Policies**
  - [www.whitehouse.gov/omb/circulars/index.html](http://www.whitehouse.gov/omb/circulars/index.html)

# RESOURCES

## State

- **TxDOT FHWA Emergency Relief Reimbursement Eligibility**
  - <ftp://ftp.dot.state.tx.us/pub/txdot-info/gsd/pdf/tss/tss575.pdf>
- **TDEM Disaster Summary Outline**
  - <http://www.txdps.state.tx.us/InternetForms/Forms/TDEM-93.pdf>
- **Vermont NRCS Guidance Sheet**
  - [http://vtstrong.vermont.gov/Portals/0/Documents/final-debris\\_in\\_water.pdf](http://vtstrong.vermont.gov/Portals/0/Documents/final-debris_in_water.pdf)

# RESOURCES

## H-GAC

- **Storm Debris Resources – FEMA Forms, FEMA Guides and other resources**
  - <http://www.h-gac.com/community/waste/storm/resources.aspx>
- **Publications**
  - <http://www.h-gac.com/community/publications.aspx#waste>
- **Disaster Debris Services**
  - <http://www.h-gac.com/community/waste/storm/disaster-debris-removal.aspx>

## NEXT STEPS

- **Workshop #3**
  - **Wildfire and Severe Drought**
  - **August 2, 2012**
  - **8:30 am to 12:30 pm**
- **Reorganization of the debris management resources on H-GAC website**

# QUESTIONS?



**ADJOURN**

**Thank you!**

**John Buri**

Director of Post-Event Programs, SAIC  
(713) 737-5763

**Caryn Messer**

Emergency Management Consultant, SAIC  
(321) 441-8512



# Disaster Summary Outline

Date:
Time:

## GENERAL

Jurisdiction (*County/City*): \_\_\_\_\_ Population: \_\_\_\_\_

Type of Disaster (*Flood, Hurricane, Tornado, etc.*) \_\_\_\_\_

If this is a flood event, does the City/County participate in the National Flood Insurance Program (*NFIP*)?  
Yes/No

Inclusive dates of the disaster: \_\_\_\_\_

Was a local disaster declaration issued? Yes/ No (*Not applicable for Agriculture assistance only*)

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone (     ) \_\_\_\_\_ Fax (     ) \_\_\_\_\_

Pager (     ) \_\_\_\_\_ 24-Hour Duty Officer/Sheriff's Office (     ) \_\_\_\_\_

## INDIVIDUAL ASSISTANCE

**Casualties:** (Contact local area hospitals)

- A. Number of Fatalities \_\_\_\_\_
- B. Number of Injuries \_\_\_\_\_
- C. Number Hospitalized \_\_\_\_\_

Number of homes isolated due to road closure (high water, etc.): \_\_\_\_\_

**Agricultural Losses:** (Contact the Farm Service Agency in your county)

Is agricultural assistance needed? Yes/ No If yes, please attach USDA flash situation report.

**Residential Losses - Primary Residence Only:** (*Local Damage Assessment*) See guidelines on page 4.

Type of Homes	Affected	Minor Damage	Major Damage	Destroyed	% Covered by Insurance
Single Family Homes					
Mobile Homes					
Multi-Family Units					
<b>Totals</b>					

Estimated number of persons whose situation will not be satisfied by volunteer organizations (Contact local volunteer organizations) \_\_\_\_\_

Are shelters opened? Yes/No      How many? \_\_\_\_\_

Name, location, capacity, and current occupancy of shelters?

\_\_\_\_\_

\_\_\_\_\_

**Business Losses/Impacts:**

	Number	# Covered by Adequate Insurance	Total estimated repair cost
Minor Damage (less than 40%)			\$
Major Damage (greater than 40%)			\$
<b>Totals</b>			\$

How many businesses have ceased operations: \_\_\_\_\_

How many businesses have experienced economic injury: \_\_\_\_\_

Estimated number of persons unemployed because of this disaster \_\_\_\_\_  
 (Contact affected businesses and the local Texas Workforce Commission Office)

**PUBLIC ASSISTANCE**

NOTE: All disaster related costs should be separated into the seven damage/work categories listed below:

Category	Subcategory	No. of Sites	Estimated Repair Costs	Anticipated Insurance *
Debris Clearance			\$	\$
Emergency ( <i>EMS, Fire, Police</i> )			\$	\$
Road & Bridge	Roads - Paved		\$	\$
	Roads - Unpaved		\$	\$
	Bridges - Destroyed		\$	\$
	Bridges - Closed & Repairable		\$	\$
	Bridges - Damaged & Serviceable		\$	\$
	Culverts - Totally washed away		\$	\$
	Culverts - Damaged & still in place		\$	\$
Water Control Facilities ( <i>Dams, levees, dikes</i> )			\$	\$
Buildings & Equipment			\$	\$
Public Utility Systems ( <i>Gas, Electric, Sewer, Water</i> )			\$	\$
Other ( <i>Recreational Facilities, Airports, etc.</i> )			\$	\$
<b>Totals</b>			\$	\$

\* Anticipated insurance is normally calculated by subtracting any deductible, depreciation or uncovered loss from the estimated repair cost.



## RESIDENTIAL LOSS GUIDELINES

**Affected:** Structure is habitable. Some minor damage may be eligible for assistance. Look for the following:

A **few** missing shingles;

Some broken windows;

Damage to cars;

Damage to Air Conditioner Compressor only;

Single Family/Multi Family Residences - 0" - 6" of water

Mobile Homes- Ground level to within 12" of bottom board.

**Minor:** Structure is habitable with minor repairs. Look for the following:

**Many** missing shingles, broken windows and doors;

Siding loose, missing or damaged;

Minor shifting or settling of foundation;

Damaged septic systems (flood);

Single Family/Multi-Family Residences – 6" to 18" of water,

Mobile Homes- Within 12" of bottom board to 3" above floor level.

**Major:** Structure is currently uninhabitable and extensive repair is required to make it habitable. Look for the following:

Portions of the roof, including decking, missing;

Twisted, bowed or cracked walls;

Penetration of structure by trees or cars, etc.;

Single Family/Multi Family Residences - 18" – 48" of water,

Mobile Homes – 3" – 12" above floor level.

**Destroyed:** Structure is permanently uninhabitable and can not be repaired. Look for the following:

Structure gone, only foundation remains;

Major sections of walls missing or collapsed;

Entire roof gone with noticeable distortion of the walls;

Structure has shifted off of its foundation;

\*Single Family/Multi-Family Residences - More than 48" of water;

\*Mobile Homes - over 12" for mobile homes.

\*requires further investigation

**Estimating Insurance:** The following are general guidelines to estimating insurance coverage.

Renters are less likely to have insurance.

Low income residents are less likely to have insurance.

Homeowners who are still paying off their mortgage will normally have the appropriate type of insurance.

Residents who are flooded and reside in an area that does not participate in the NFIP or in an area that has been sanctioned for NFIP code enforcement violations will not have flood insurance.

Residents who are flooded but whose property is not located in the Special Flood Hazard Area (SFHA) will probably not have flood insurance.

<i><b>AUDIT CHECKLIST FORCE ACCOUNTS</b></i>	<i><b>Y= Yes</b></i>	<i><b>N= No</b></i>	<i><b>Auditor Initials</b></i>
<b>Name of Jurisdiction</b>			
<b>PW#</b>			
<b>Maintain a separate file for each project</b>			
Describe work performed			
Provide project number, i.e. (PW #)			
Identify days worked			
<b>LABOR</b>			
<b>Payroll records with:</b>			
Hourly labor rates			
Hourly overtime rates			
Hourly fringe benefit rates			
Employee time cards			
<b>Personnel log of labor hours claimed with:</b>			
Employee name			
Employee title and duties performed related to the project.			
Payroll journal/copy of payroll checks			
Hours worked on this PW by date			
<b>EQUIPMENT</b>			
Identify location of work			
Describe work performed			
Provide equipment operation dates			
Provide project number			
Category of work			
Provide name of equipment operator			
<b>Type of equipment:</b>			
Indicate size			
Indicate capacity (i.e. Horsepower)(cubic yards etc.)			
Indicate make and model			
Rental invoices			
<b>FEMA equipment code:</b>			
List code used			
Give equipment hourly rate			
Total hours in operation			
Inventory schedules with acquisition date			
Cancelled checks verifying payment for rental			
<b>MATERIALS</b>			
Vendor name			
Material description			
Unit price			
Quantity used			
Date purchased and date used			
Total price of material/receipts/invoices			
Identify material used from stockpile			
Documentation required			
Independent contactors			
<b>CONTRACTS</b>			
Maintain separate file for each project:			
<b>Copy of contract with:</b>			
Written scope of work to be performed			
Authorization from FEMA/state for			
For scope of work changes			
<b>Copy of requests for bids</b>			
Advertising copies			
Provide list of all bids			
Provide list of all bids			
Report if lowest bid was taken			
Document why lowest bid was not taken			
Document why bids not obtained			
<b>Payments to vendors:</b>			
Vendor invoices			
Checks to support payments (front and back of checks)			
Contract monitoring report			
Check contractor debar list			
Documentation of local match payment			

<b>AUDIT CHECKLIST</b> <b>INDEPENDENT</b> <b>CONTRACTOR</b>	Y= Yes	N= No	Auditor Initials
<b>Name of Jurisdiction</b> <u>CONTRACTS: PW: Perform Appropriate Sample Testing</u>			
Did the applicant obtain bids from at least five contractors? Per: 44 CFR part 13.36 U.S.C. 403 (11)			
Does applicant have copies of Bid Advertisements?			
Did applicant select contractor with lowest bid?			
Did the applicant provide a copy of the Contract? Identify type of contract.			
Does the executed contract include Scope of Work to be Performed?			
Are the materials and equipment used included in FEMA's PW - Scope of Work?			
Are material quantities and rates reasonable? (FEMA Equip.Code, Unit Rates)			
Is this a Cost Plus Contract? (not allowable)			
Does the contract include contingency Clauses (not allowable)			
Did applicant check Contractor Debarred List before contracting with vendor?			
Does the applicant have copies of vendor invoices, Cancelled Checks and Receipts to support payment to vendor?			
Did the applicant submit written request to State/FEMA for any changes in Scope of Work (including material usage change)?			
Did the contractor or applicant perform and maintain contract monitoring reports? (View)			
Did the applicant manager / supervisor sign off on work completed?			
Did applicant manager agree with work performed?			
Is there any volunteer work claimed? (Credited to Local Match)			
Was Local Match met?			
Is work performed within the scope of work authorized by FEMA?			
Did applicant submit a letter requesting Project Completion Time Extension?			
Did applicant submit letter requesting Additional Project Funds to State before performing work?			

**Comments:**

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# FEMA

## DISASTER ASSISTANCE POLICY

DAP9523.4

**I. TITLE: Demolition of Private Structures**

**II. DATE: JUL 18 2007**

**III. PURPOSE:**

This policy provides guidance in determining the eligibility of demolition of private structures under the Federal Emergency Management Agency's (FEMA) Public Assistance Program.

**IV. SCOPE AND AUDIENCE:**

The policy is applicable to all major disasters declared on or after the date of publication of this policy. It is intended for FEMA personnel involved in the administration of the Public Assistance Program.

**V. AUTHORITY:**

Section 403(a)(3)(E) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5170b, 42 U.S.C. 5172, 44 CFR 206.225, and 44 CFR 206.226.

**VI. BACKGROUND:**

**A.** Section 403 of the Stafford Act, 42 U.S.C. 5170b, provides FEMA authority to provide assistance essential to meeting immediate threats to life and property resulting from a major disaster. Specifically, Section 403(a)(3)(E) provides FEMA authority to fund the demolition of unsafe structures which endanger the public on public and private property (44 CFR 206.225). Eligible Public Assistance applicants may be eligible for Public Assistance grant funding under Section 403 of the Stafford Act under the conditions of this policy.

**B.** The demolition of unsafe structures owned by eligible public and private nonprofit (PNP) applicants may be eligible for Public Assistance grant funding under Section 406 of the Stafford Act, which funds the repair, restoration, reconstruction, or replacement of eligible facilities (44 CFR 206.226).



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9523.4

### VII. POLICY:

#### A. Definitions.

1. Demolition: The act or process of reducing a structure, as defined by State or local code, to a collapsed state.
2. Demolition debris: Materials including building materials and personal effects that are deposited as a result of the demolition process.
3. Legal responsibility: A statute, formally adopted local code, or ordinance that gives local government officials the responsibility to enter private property to demolish unsafe structures or to perform work to remove an immediate threat (44 CFR 206.223(a)(3), 44 CFR 206.221(c), and 44 CFR 206.225(a)(3)).
4. Unsafe structure: A structure found to be dangerous to the life, health or safety of the public because such structure is so damaged or structurally unsafe as a direct result of the declared disaster that partial or complete collapse is imminent.

**B. Duplication of Benefits (44 CFR 206.191).** FEMA is prohibited by Section 312 of the Stafford Act from approving funds for work that is covered by any other source of funding. Therefore, State and local governments must take reasonable steps to prevent such an occurrence, and verify that insurance coverage or any other source of funding does not exist for the demolition of private structures.

1. When demolition of private structures is covered by an insurance policy, the insurance proceeds must be used as the first source of funding. Public Assistance grant funding may be used to pay for the remainder of the demolition costs.
2. If it is discovered that a duplication of benefits from any other source of funding has occurred, FEMA will de-obligate funds from the Grantee in the amount that such assistance duplicates funding the property owners received from other sources.

#### C. Eligibility of Demolition of Private Structures.

1. Demolition of privately owned structures and subsequent removal of demolition debris may be eligible for Public Assistance grant funding under Section 403 of the Stafford Act when the following conditions are met:





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a. The structures were damaged and made unsafe by the declared disaster, and are located in the area of the declared disaster (44 CFR 206.223(a)(1) and (2)).

b. The State or local government applicant certifies that the structures are determined to be unsafe and pose an immediate threat to the public (44 CFR 206.225(a)). The Public Assistance applicant provides a detailed explanation documenting its legal responsibility to enter private property to demolish an unsafe structure, and confirms that all legal processes and permission requirements (e.g., rights-of-entry) for such action have been satisfied. The Public Assistance Group Supervisor must concur that the demolition of unsafe structures and removal of demolition debris are in the public interest. FEMA will consider alternative measures to eliminate threats to life, public health, and safety posed by disaster-damaged unsafe structures, including fencing off unsafe structures and restricting public access, when evaluating requests for demolition.

i. The eligible applicant must demonstrate the legal basis as established by law, ordinance, or code upon which it exercised or intends to exercise its responsibility following a major disaster to demolish unsafe private structures (44 CFR 206.223(a)(3)). Codes and ordinances must be germane to the structural condition representing an immediate threat to life, public health, and safety, and not merely define the local government's uniform level of services.

States and local governments ordinarily rely on condemnation and/or nuisance abatement authorities to obtain legal responsibility prior to the commencement of demolition of private structures. There may be circumstances, however, where the State or local government determines that ordinary condemnation and/or nuisance abatement procedures are too time-consuming to address an immediate public health and safety threat. In such circumstances, applicants may not have to precisely follow their nuisance abatement procedures or other ordinances that would prevent the State or local government from taking emergency protective measures to protect public health and safety (44 CFR 206.225(a)).

ii. The applicant's legal responsibility to take action where there is an immediate threat to life, public health, and safety should be independent of any expectation, or request, that FEMA will reimburse costs incurred for demolition of private structures and the removal of demolition debris from private property. In addition, an applicant's legal responsibility is not established solely by an applicant obtaining signed rights-of-entry and hold harmless agreements from property owners.

c. The State or local government confirms that a legally authorized official has ordered the exercise of public emergency powers or other appropriate authority to enter onto



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private property in order to remove/reduce threats to life, public health, and safety threat via demolition of unsafe structures and removal of demolition debris (44 CFR 206.223).

d. The State or local government indemnifies the Federal government and its employees, agents, and contractors from any claims arising from the demolition of unsafe private structures and removal of demolition debris from private property (44 CFR 206.9).

e. The work is completed within the completion deadlines outlined in 44 CFR 206.204 for emergency work.

2. Eligible costs associated with the demolition of private structures may include, but are not limited to:

- a. capping wells;
- b. pumping and capping septic tanks;
- c. filling in basements and swimming pools;
- d. testing and removing hazardous materials from unsafe structures, including asbestos and household hazardous wastes;
- e. securing utilities (electric, phone, water, sewer, etc.);
- f. securing permits, licenses, and title searches. Fees for permits, licenses, and titles issued directly by the applicant are not eligible unless it can be demonstrated that the fees are above and beyond administrative costs; and
- g. demolition of disaster-damaged outbuildings such as garages, sheds, and workshops determined to be unsafe.

3. Ineligible costs associated with the demolition of private structures may include:

- a. removal of slabs or foundations, except in very unusual circumstances, such as when disaster-related erosion under slabs on a hillside causes an immediate public health and safety threat;
- b. removal of pads and driveways;



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4. Structures condemned as safety hazards before the disaster are not eligible for demolition and subsequent demolition debris removal under Public Assistance grant authority.

5. Individuals and private organizations (except for eligible PNPs) will not be reimbursed for demolition activities on their own properties under the Public Assistance Program (44 CFR 206.224(c)).

6. The removal of substantially damaged structures and associated appurtenances acquired through a Section 404 FEMA Hazard Mitigation Grant Program buyout and relocation project may be eligible for Public Assistance grant funding under Section 407 of the Stafford Act. Such removal must be completed within two years of the declaration date, unless extended by the Assistant Administrator of the Disaster Assistance Directorate (44 CFR 206.224(a)(4)).

**D. Demolition of Commercial Structures.** The demolition of commercial structures is generally ineligible for Public Assistance grant funding. It is assumed and expected that these commercial enterprises retain insurance that can and will cover the cost of demolition. However, in some cases as determined by the FCO, the demolition of commercial structures by a State or local government may be eligible for FEMA reimbursement only when such removal is in the public interest (44 CFR 206.224(a) and (b)).

Apartments, condominiums, and mobile homes in commercial trailer parks are generally considered commercial structures with respect to Public Assistance funding.

**E. Environmental and Historic Review Requirements.** Eligible demolition activities must satisfy environmental and historic preservation compliance review requirements as established by 44 CFR Parts 9 and 10, the National Historic Preservation Act, the Endangered Species Act, and all other applicable legal requirements.



# FEMA

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**VIII. ORIGINATING OFFICE:** Disaster Assistance Directorate (Public Assistance Division).

**IX. SUPERSESSION:** This policy supersedes Recovery Policy 9523.4 dated November 9, 1999, and all previous guidance on this subject.

**X. REVIEW DATE:** Three years from date of publication.

A handwritten signature in red ink, appearing to read "C. Castillo", written over a horizontal line.

Carlos J. Castillo  
Assistant Administrator  
Disaster Assistance Directorate



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9523.11

**I. TITLE: Hazardous Stump Extraction and Removal Eligibility**

**II. DATE: MAY 15 2007**

**III. PURPOSE:**

Establish criteria used to reimburse applicants for removing eligible hazardous stumps from public or, where authorized, private property.

**IV. SCOPE AND AUDIENCE:**

The policy is applicable to all major disasters and emergencies declared on or after the date of publication. It is intended for all personnel involved in the administration and execution of the Public Assistance Program, including applicants.

**V. AUTHORITY:**

Sections 403 and 407 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5206, as amended.

**VI. BACKGROUND:**

Public Assistance regulations authorize reimbursement for the removal of debris from public and private land when it is in the public interest. Such removal is in the public interest when it is necessary to: eliminate immediate threats to life, public health and safety, or eliminate immediate threats of significant damage to improved public or private property; or to ensure economic recovery of the affected community to the benefit of the community at large. Trees that are uprooted during a disaster event such that all or part of their roots are exposed may pose an immediate threat to public health and safety.

**VII. POLICY:**

A. When a disaster event uproots a tree or stump (i.e., 50% or more of root ball is exposed) on a public right-of-way, improved public property or improved property owned by certain private nonprofit organizations, and the exposed root ball poses an immediate threat to life, public health and safety, FEMA may provide supplemental assistance to remove, transport, dispose, and provide fill for the root cavity of an eligible uprooted tree or stump. The Federal Emergency Management Agency (FEMA) will reimburse applicants reasonable costs for this type of work only when uprooted stumps are more than 24 inches in diameter (measured two feet from the ground), with the consensus of the Applicant and the State, and is approved in



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advance by FEMA, using the attached Hazardous Stump Worksheet.

1. If it is necessary to remove an uprooted stump before it can be inspected by FEMA because it poses a threat that must be dealt with immediately, the applicant must submit documentation, to FEMA including photographs, that establishes its location on public property, specifics on the threat, stump diameter measured two feet up the trunk from the ground, quantity of material to fill the hole, and any special circumstances.

2. FEMA will reimburse applicants for extraction, transport and disposal of stumps with a diameter of 24 inches or smaller at the unit cost rate for regular vegetative debris, using the attached Stump Conversion Table, as such stumps do not require special equipment.

3. FEMA will reimburse applicants at the unit cost rate (usually cubic yards) for normal debris removal for all stumps, regardless of size, placed on the rights-of-way by others (i.e., contractors did not extract them from public property or property of eligible Private Non Profit organization). In such instances, applicants do not incur additional cost to remove these stumps because the same equipment that is used to pick up "regular" debris can be used to pick-up these stumps.

4. If an applicant incurs additional costs in picking up large stumps (over 24 inches in diameter) from rights-of-way, it should complete the Hazardous Stump Worksheet and present documentation to FEMA in advance for consideration.

5. Stumps with less than 50% of their root ball exposed should be cut flush at ground level and the cut portion included with regular vegetative debris.

6. Straightening or bracing of trees is eligible for reimbursement if it is less costly than removal and disposal. Applicant must provide a cost analysis showing cost effectiveness.

**VIII. ORIGINATING OFFICE:** Disaster Assistance Directorate (Public Assistance Division)

**IX. SUPERSESSION:** This policy supersedes Recovery Policy Number 9523.11, Hazard Stump Removal and Extraction Eligibility dated May 6, 2006.

**X. REVIEW DATE:** Three years from the date of publication.

David Garratt  
Acting Assistant Administrator  
Disaster Assistance Directorate



# Stump Conversion Table

## Diameter to Volume Capacity

The quantification of the cubic yards of debris for each size of stump in the following table was derived from FEMA field studies conducted throughout the State of Florida during the debris removal operations following Hurricanes Charley, Frances, Ivan and Jeanne. The following formula is used to derive cubic yards:

$$\frac{[(\text{Stump Diameter}^2 \times 0.7854) \times \text{Stump Length}] + [(\text{Root Ball Diameter}^2 \times 0.7854) \times \text{Root Ball Height}]}{46656}$$

0.7854 is one-fourth Pi and is a constant.

46656 is used to convert cubic inches to cubic yards and is a constant

The formula used to calculate the cubic yardage used the following factors, based upon findings in the field:

- Stump diameter measured two feet up from ground
- Stump diameter to root ball diameter ratio of 1:3.6
- Root ball height of 31"

Stump Diameter (Inches)	Debris Volume (Cubic Yards)	Stump Diameter (Inches)	Debris Volume (Cubic Yards)
6	0.3	46	15.2
7	0.4	47	15.8
8	0.5	48	16.5
9	0.6	49	17.2
10	0.7	50	17.9
11	0.9	51	18.6
12	1	52	19.4
13	1.2	53	20.1
14	1.4	54	20.9
15	1.6	55	21.7
16	1.8	56	22.5
17	2.1	57	23.3
18	2.3	58	24.1
19	2.6	59	24.9
20	2.9	60	25.8
21	3.2	61	26.7
22	3.5	62	27.6
23	3.8	63	28.4
24	4.1	64	29.4
25	4.5	65	30.3
26	4.8	66	31.2
27	5.2	67	32.2
28	5.6	68	33.1
29	6	69	34.1
30	6.5	70	35.1
31	6.9	71	36.1
32	7.3	72	37.2
33	7.8	73	38.2
34	8.3	74	39.2
35	8.8	75	40.3
36	9.3	76	41.4
37	9.8	77	42.5
38	10.3	78	43.6
39	10.9	79	44.7
40	11.5	80	45.9
41	12	81	47
42	12.6	82	48.2
43	13.3	83	49.4
44	13.9	84	50.6
45	14.5		





# FEMA

## RECOVERY POLICY - RP9523.12

**I. TITLE: Debris Operations – Hand-Loaded Trucks and Trailers**

**II. DATE:** May 1, 2006

**III. PURPOSE:**

To describe the criteria the Federal Emergency Management Agency (FEMA) will use to reimburse applicants for eligible debris removal accomplished with trucks and trailers loaded physically by hand, rather than with mechanical equipment.

**IV. SCOPE AND AUDIENCE:**

The policy is applicable to all major disasters and emergencies declared on or after the date of publication. It is intended for all personnel involved in the administration and execution of the Public Assistance Program, including applicants.

**V. AUTHORITY:**

Sections 403 and 407 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5206, as amended.

**VI. BACKGROUND:**

A. Debris removal companies under contract with local governments have frequently supplemented their vegetative debris removal operations by hiring subcontractors who modify their trucks and trailers by extending sidewalls with plywood or other materials to increase the vehicle's load capacity. Because of the tenuous nature of these improvements, operators typically load these vehicles physically by hand. The inefficiencies associated with loading these trucks or trailers by hand, instead of using mechanical equipment, effectively negates the increased capacity advantages of these vehicles. Hand loading cannot achieve compaction levels comparable to mechanically loaded vehicles. Further, the unit cost for transporting debris is based on mechanical loading of trailers and trucks.

B. FEMA performed studies throughout the State of Florida following the four devastating hurricanes in 2004 and determined that a mechanically-loaded vehicle had a weight-to-volume ratio at least twice that of hand-loaded vehicles. In other words, vehicles of the same measured capacity that were loaded by mechanical equipment and reasonably compacted carried at least



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twice the volume of debris as those loaded physically by hand. FEMA has therefore determined it is not reasonable to reimburse applicants - for hand-loaded vehicles and mechanically loaded vehicles - at the same rate.

### VII. POLICY:

A. Debris monitors located at temporary or final debris disposal sites will reduce the observed capacity of each hand-loaded truck or trailer load by 50% because of the low compaction achieved by hand-loading. For example, if a 40 cubic-yard (CY) hand-loaded truck or trailer arrives at a debris management or disposal site, and it appears to be 100 percent full, the actual quantity of debris in the truck or trailer will be recorded as 20 CY  $\{(40 \text{ CY} / 2) * 100\}$ . In the same manner, if the truck or trailer appears half full, the load will be recorded as 10 CY  $\{(40 \text{ CY} / 2) * 50\}$ . The maximum amount recorded for a hand-loaded vehicle will be 50% of its measured capacity.

B. FEMA will reimburse applicants on the basis of capacities calculated in VII-A.

VIII. ORIGINATING OFFICE: Recovery Division (Public Assistance Branch)

IX. SUPERSESSION: Not applicable.

X REVIEW DATE: Three years from the date of publication.

A handwritten signature in black ink, appearing to read "David Garratt", written over a horizontal line.

David Garratt  
Acting Director of Recovery  
Federal Emergency Management Agency



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9523.13

**I. TITLE: Debris Removal from Private Property**

**II. DATE: JUL 18 2007**

**III. PURPOSE:**

This policy describes the criteria that the Federal Emergency Management Agency (FEMA) will use to evaluate the eligibility of debris removal work from private property under the Public Assistance Program.

**IV. SCOPE AND AUDIENCE:**

The policy is applicable to all major disasters and emergencies declared on or after the date of publication of this policy. It is intended for FEMA personnel involved in the administration of the Public Assistance Program.

**V. AUTHORITY:**

Sections 403(a)(3)(A), 407, and 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5170b, 42 U.S.C. 5173, 42 U.S.C. 5192, and 44 CFR 206.224.

**VI. BACKGROUND:**

**A.** Sections 403(a)(3)(A) and 407 of the Stafford Act, 42 U.S.C. 5170b and 5173, respectively, provide FEMA authority to fund debris removal from private property provided that the State or local government arranges an unconditional authorization for removal of the debris, and agrees to indemnify the Federal government against any claim arising from the removal.

**B.** The regulations implementing Sections 403 and 407 of the Stafford Act at 44 CFR 206.224 establish the requirement that debris removal be in the “public interest” in order to be eligible for reimbursement. “Public interest” is defined as being necessary to:

1. eliminate immediate threats to life, public health, and safety; or
2. eliminate immediate threats of significant damage to improved public or private property; or



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3. ensure economic recovery of the affected community to the benefit of the community-at-large.

C. Generally, debris removal from private property following a disaster is the responsibility of the property owner. However, large-scale disasters may deposit enormous quantities of debris on private property over a large area resulting in widespread immediate threats to the public-at-large. In these cases, the State or local government may need to enter private property to remove debris to: eliminate immediate threats to life, public health, and safety; eliminate immediate threats of significant damage to improved property; or ensure economic recovery of the affected community to the benefit of the community-at-large. In these situations, debris removal from private property may be considered to be in the public interest and thus may be eligible for reimbursement under the Public Assistance Program (44 CFR 206.224).

### VII. POLICY:

#### A. Definitions.

1. Disaster-generated debris: Any material, including trees, branches, personal property and building material on public or private property that is directly deposited by the disaster.

2. Improved property: Any structure, facility, or equipment that was built, constructed, or manufactured. Examples include houses, sheds, car ports, pools, and gazebos. Land used for agricultural purposes is not improved property (44 CFR 206.221(d)).

3. Legal responsibility: A statute, formally adopted State or local code, or ordinance that gives local government officials responsibility to enter private property to remove debris or to perform work to remove an immediate threat (44 CFR 206.223(a)(3), 44 CFR 206.221(c), and 44 CFR 206.225(a)(3)).

4. Private property: Land and structures, to include contents within the structures, built on land that is owned by non-governmental entities (44 CFR 206.224(b)).

5. Private road: Any non-public road for which a subdivision of the State is not legally responsible to maintain. Private roads include roads owned and maintained by homeowners associations, including gated communities, and roads for which no entity has claimed responsibility. Local police, fire, and emergency medical entities may use these roads to provide services to the community (44 CFR 206.224(b)).



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**B. Approval for FEMA Assistance.** FEMA will work with states affected by a disaster to designate those areas where the debris is so widespread that removal of the debris from private property is in the “public interest” pursuant to 44 CFR 206.224, and thus is eligible for FEMA Public Assistance reimbursement on a case-by-case basis.

1. Any State or local government that intends to seek reimbursement to remove debris from private property within a designated area will, prior to commencement of work, submit a written request for reimbursement to, and receive approval from, the Federal Coordinating Officer (FCO). The written request will include the following information:

a. Public Interest Determination (44 CFR 206.224(a)):

i. Immediate Threat to Life, Public Health, and Safety Determination. The basis of a determination by the State, county or municipal government's public health authority or other public entity that has legal authority to make such a determination that disaster-generated debris on private property in the designated area constitutes an immediate threat to life, public health, and safety; or

ii. Immediate Threat to Improved Property Determination. The basis of the determination by the State, county, or municipal government that the removal of disaster-generated debris is cost effective. The cost to remove the debris should be less than the cost of potential damage to the improved property in order for the debris removal to be eligible; or

iii. Ensure Economic Recovery of the Affected Community to the Benefit of the Community at Large Determination. The basis of the determination by the State, county, or municipal government that the removal of debris from commercial properties will expedite economic recovery of the community-at-large. Generally, commercial enterprises are not eligible for debris removal.

b. Documentation of Legal Responsibility (44 CFR 206.223(a)(3)).

A detailed explanation documenting the requesting State or local government’s authority and legal responsibility at the time of disaster to enter private property to remove debris, and confirmation that all legal processes and permission requirements (e.g., right-of-entry) for such action have been satisfied.

i. The eligible applicant requesting assistance must demonstrate the legal basis as established by law, ordinance, or code upon which it exercised or intends to exercise its responsibility following a major disaster to remove disaster-related debris from private property. Codes and ordinances must be germane to the condition representing an immediate



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threat to life, public health, and safety, and not merely define the applicant's uniform level of services. Typically, solid waste disposal ordinances are considered part of an applicant's uniform level of services.

States and local governments ordinarily rely on condemnation and/or nuisance abatement authorities to obtain legal responsibility prior to the commencement of debris removal work. There may be circumstances, however, where the State or local government determines that ordinary condemnation and/or nuisance abatement procedures are too time-consuming to address an immediate public health and safety threat. In such circumstances, applicants do not have to precisely follow their nuisance abatement procedures or other ordinances that would prevent the State or local government from taking emergency protective measures to protect public health and safety (44 CFR 206.225(a)).

ii. The applicant's legal responsibility to take action where there is an immediate threat to life, public health, and safety must be independent of any expectation, or request, that FEMA will reimburse costs incurred for private property debris removal. In addition, legal responsibility is not established solely by an applicant obtaining signed rights-of-entry and hold harmless agreements from property owners.

c. Authorization for Debris Removal from Private Property (44 CFR 206.223(a)(3)). Confirmation that a legally-authorized official of the requesting applicant has ordered the exercise of public emergency powers or other appropriate authority to enter onto private property in the designated area in order to remove/reduce threats to life, public health, and safety threat via debris removal.

d. Indemnification (44 CFR 206.9). The requesting entity indemnifies the Federal government and its employees, agents, and contractors from any claims arising from the removal of debris from private property.

2. The FCO will approve or disapprove in writing each written request submitted by the State or local government for FEMA to designate areas eligible for private property debris removal. After receiving approval from the FCO, the State or local government may begin identifying properties and the specific scope of work for private property debris removal activities and apply for supplemental assistance through the Public Assistance Program.

**C. Duplication of Benefits** (44 CFR 206.191). FEMA is prohibited by Section 312 of the Stafford Act from approving funds for work that is covered by any other source of funding. Therefore, State and local governments must take reasonable steps to prevent such an occurrence, and verify that insurance coverage or any other source of funding does not exist for the debris removal work accomplished on each piece of private property.



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1. When debris removal from private property is covered by an insurance policy, the insurance proceeds must be used as the first source of funding. Public Assistance grant funding may be used to pay for the remainder of the costs of debris removal from private property.

2. If FEMA discovers that a duplication of benefits from any other source of funding has occurred, FEMA will de-obligate funds from the Grantee in the amount that such assistance duplicates funding that the property owners received from other sources.

### **D. Eligibility of Debris Removal Work from Private Property (44 CFR 206.224(b)).**

1. Eligible debris removal work from private property includes removal of:

a. Large piles of disaster-generated debris in the living, recreational, and working areas of properties in urban, suburban, and rural areas, including large lots.

b. Disaster-generated debris obstructing primary ingress and egress routes to improved property.

c. Disaster-damaged limbs and leaning trees in danger of falling on improved property, primary ingress or egress routes, or public rights-of-way.

i. Hazardous tree removal is eligible only if the tree is greater than six inches in diameter (measured at diameter breast height) and meets any of the following criterion: more than 50% of the crown is damaged or destroyed; the trunk is split or broken branches expose the heartwood; or the tree is leaning at an angle greater than 30 degrees and shows evidence of ground disturbance.

ii. Hazardous limb removal is eligible only if the limb is greater than two inches in diameter measured at the point of break.

d. Debris created by the removal of disaster-damaged interior and exterior materials from improved property.

e. Household hazardous wastes (such as household cleaning supplies, insecticides, herbicides, etc.)

f. Disaster-generated debris on private roads, including debris originating from private property and placed at the curb of public or private rights-of-way, provided that the



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removal of the debris is the legal responsibility of an eligible applicant, on the basis of removing an immediate threat to life, public health, and safety.

2. Ineligible debris removal work on private property includes the removal of:

- a. Debris from vacant lots, forests, heavily wooded areas, unimproved property, and unused areas.
- b. Debris on agricultural lands used for crops or livestock.
- c. Concrete slabs or foundations-on-grade.
- d. Reconstruction debris consisting of materials used in the reconstruction of disaster-damaged improved property.

**E. Debris Removal from Commercial Property.** The removal of debris from commercial property is generally ineligible for Public Assistance grant funding. It is assumed and expected that these commercial enterprises retain insurance that can and will cover the cost of debris removal. However, in some cases as determined by the FCO, the removal of debris from private commercial property by a State or local government may be eligible for FEMA reimbursement only when such removal is in the public interest (44 CFR 206.224(a) and (b)).

Industrial parks, golf courses, commercial cemeteries, apartments, condominiums, and mobile homes in commercial trailer parks are generally considered commercial property with respect to Public Assistance funding.

**F. Environmental and Historic Review Requirements.** Eligible debris removal activities on private property must satisfy environmental and historic preservation compliance review requirements as established by 44 CFR Parts 9 and 10, the National Historic Preservation Act, the Endangered Species Act, and all other applicable legal requirements.





# FEMA

## DISASTER ASSISTANCE POLICY

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**VIII. ORIGINATING OFFICE:** Disaster Assistance Directorate (Public Assistance Division)

**IX. SUPERSESSION:** This policy supersedes Recovery Policies 9523.13 and 9523.14, dated October 23, 2005, and all previous guidance on this subject.

**X. REVIEW DATE:** Three years from date of publication.

A handwritten signature in black ink, appearing to read "C. Castillo", written over a horizontal line.

Carlos J. Castillo  
Assistant Administrator  
Disaster Assistance Directorate





Federal Emergency Management Agency



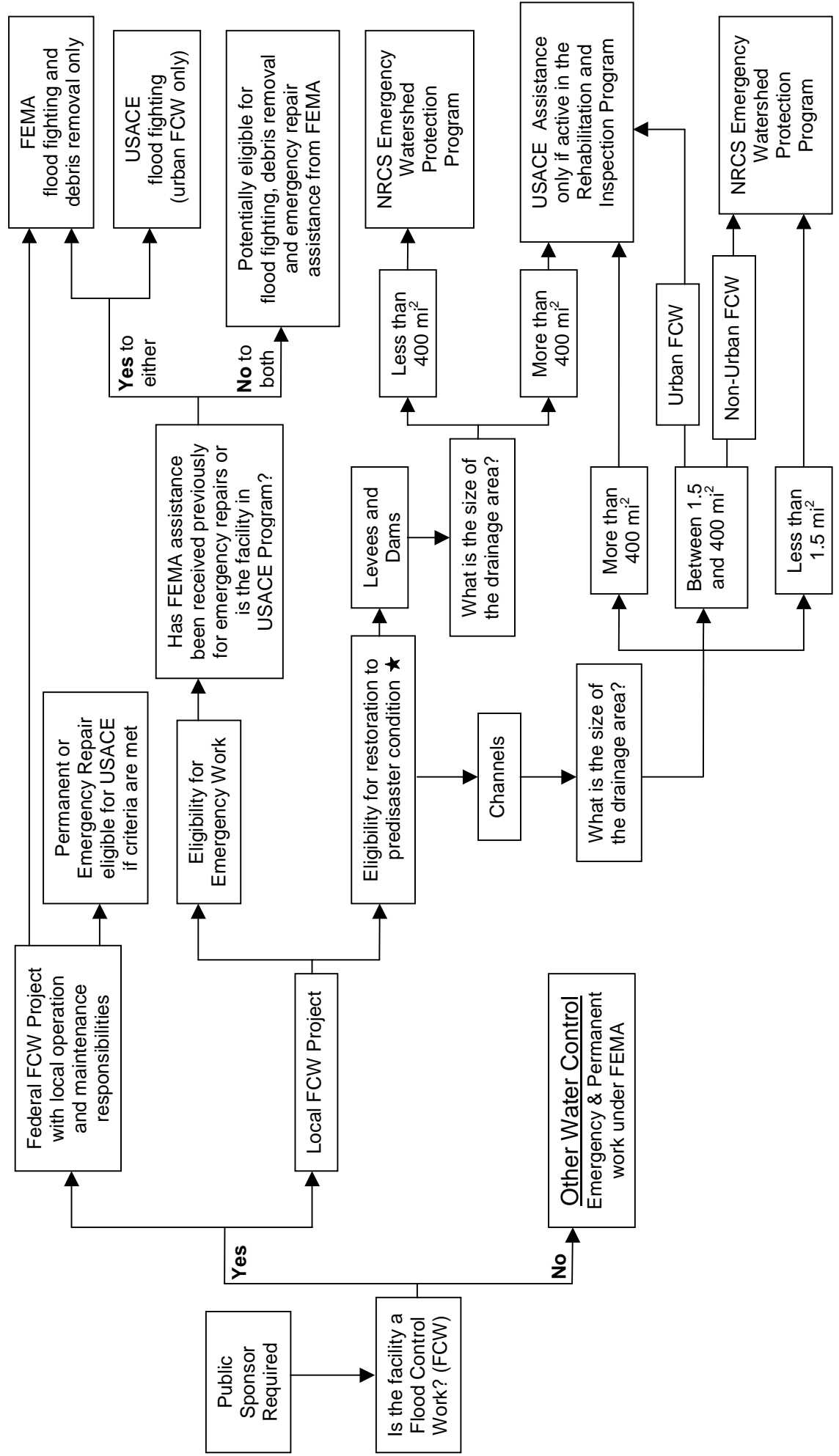
US Army Corps of Engineers



Natural Resource Conservation Service

# Flood Control Works

## Eligibility for Federal Assistance in Presidentially Declared Disasters



Contact the appropriate agency on the reverse side

★ No FEMA assistance in this category





# FEMA

## RECOVERY POLICY – RP9525.7

### I. TITLE: **Labor Costs - Emergency Work**

II. DATE: **November 16, 2006**

### III. PURPOSE:

Provide guidance on the eligibility of labor costs for an applicant's permanent, temporary, and contract employees who perform emergency work under Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), 42 U.S.C. 5121-5206, as amended.

### IV. SCOPE AND AUDIENCE:

This policy applies to all emergencies, major disasters, and fire management assistance declarations, declared on or after the publication date of this document.

### V. AUTHORITY:

Sections 403, 407, 420 and 502 of the Stafford Act and 44 Code of Federal Regulations (CFR) §204.42, §206.224 and §206.225.

### VI. BACKGROUND:

A. On October 14, 1993, FEMA published a regulation that made the force account labor straight-time salary for work under Section 403 and 407 ineligible under the Public Assistance Program. The 1993 regulation did not include emergency work accomplished under Section 502 (Federal Emergency Assistance) of the Stafford Act. The ineligibility of straight-time salaries for emergency work under Section 502 is included as a provision of the FEMA-State Agreement.

B. Labor (straight-time, overtime, and fringe benefits to the extent the benefits were being paid before the disaster) performed under Section 406 (permanent work) of the Stafford Act remains eligible for reimbursement.

### VII. POLICY:

A. Under Sections 403, 407, and 502 of the Stafford Act, eligible emergency work labor costs are those costs incurred by an eligible applicant while performing eligible work. The cost of straight-time salaries and benefits of an applicant's permanently employed personnel is not eligible in calculating the cost of eligible emergency work. The FEMA-State Agreement will



# FEMA

## RECOVERY POLICY – RP9525.7

stipulate the ineligibility of straight-time salaries and benefits of an applicant's permanently employed personnel performing emergency work (Categories A and B). For the purpose of this policy, "permanently employed personnel" will refer to those employees whose positions are already included in the applicant's budget.

B. Fixed-term employees, such as seasonally employed personnel, when covered under existing budgets and used for a disaster during the season of employment, are considered permanently employed for the purpose of cost eligibility.

C. Straight-time and overtime will be determined in accordance with the applicant's pre-disaster policies, which should be applied consistently in both disaster and non-disaster situations. For example, one applicant may define labor exceeding 8 hours a day as overtime, while another might define labor exceeding 40 hours a week as overtime. However, all costs, including premium pay, must be reasonable and equitable for the type of work being performed.

D. The actual costs of salaries and benefits for individuals sent home or told not to report due to emergency conditions are not eligible for reimbursement. Extraordinary costs for essential employees who are called back to duty during administrative leave to perform disaster-related emergency work are eligible if the costs were provided for in written policy prior to the disaster.

E. The costs for contract labor, mutual aid in accordance with an existing agreement, or temporary hires needed to accomplish emergency work are eligible for reimbursement. However, straight-time salary and benefits of force account labor overseeing contractors performing emergency work are not eligible in calculating the cost of eligible emergency work.

F. The reimbursement of force account or temporary labor to backfill regular staff who are performing eligible emergency work may be eligible. Backfill cost is defined as the straight-time salary and benefits and overtime of replacement personnel who perform the regular duties of other personnel while they are performing eligible emergency work under the Public Assistance Program. There are several circumstances which affect the eligibility of the backfill employee.

1. If the backfill employee is a contract or extra hire, the cost of this extra person represents an extra cost to the applicant. Regular and overtime are eligible. If the employee is permanently employed, straight time is not eligible. Only overtime costs are eligible.



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## RECOVERY POLICY – RP9525.7

2. The cost of straight-time salaries and benefits of an applicant's permanently employed personnel, of any department, regardless of any inter-departmental agreements, are not eligible.

3. If the backfill employee is a regular employee who is called in on his/her day off (weekend or other off day), there may be an extra cost to the applicant. Regular and overtime costs may be eligible.

4. If the backfill employee is called in from scheduled leave, there should be no extra cost as the leave can be rescheduled. Only the overtime is eligible.

5. Generally, exempt employees (i.e. those who are exempt from minimum wage and overtime provisions of the Fair Labor Standards Act) are not eligible for overtime, unless specified in an applicant's pre-disaster policy.

G. Permanent employees who are funded from an external source (e.g., by a grant from a Federal agency, statutorily dedicated funds, rate-payers, etc.) to work on specific non-disaster tasks may be paid for emergency work. However, the FEMA Region is to consult with FEMA headquarters before approving payment.

H. Reimbursement of labor costs for employees performing emergency work is limited to actual time worked, even when the applicant is contractually obligated to pay for 24 hour shifts. It is not reasonable for a person to work more than 48 hours continuously without an extended rest period. Therefore, FEMA will reimburse up to 24 hours for each of the first two days, and up to 16 hours for each of the following days for emergency work. All requested hours must be for actual time worked. Standby time is not eligible under the Public Assistance Program or Fire Management Assistance Grant Program. Pre-positioning under the Fire Management Assistance Grant Program is eligible if the resources were actually used to suppress a declared fire.

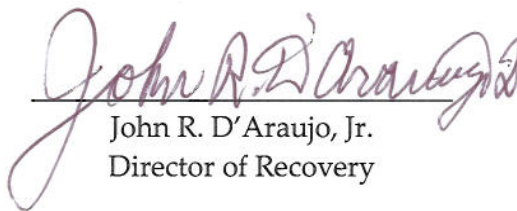
I. The value of volunteers accomplishing eligible emergency work can be credited toward the non-Federal cost share of the applicant's emergency work in accordance with Donated Resources Policy #9525.2.



# FEMA

## RECOVERY POLICY – RP9525.7

- VIII. **ORIGINATING OFFICE:** Recovery Division (Public Assistance Branch).
- IX. **SUPERSESSION:** This policy updates and replaces all relevant provisions of previous Public Assistance policy documents or guidance on this subject.
- X. **REVIEW DATE:** Three years from date of publication.

  
John R. D'Araujo, Jr.  
Director of Recovery





FEMA 9580.4  
January 19, 2001

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**PUBLIC ASSISTANCE PROGRAM**

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**FACT SHEET  
DEBRIS OPERATIONS - CLARIFICATION  
EMERGENCY CONTRACTING VS. EMERGENCY WORK**

**SUMMARY:** Contracting for debris operations, even though it is “emergency work” in FEMA operations, does not necessarily mean the contracts can be awarded without competitive bidding. Applicants should comply with State laws and regulations, but should be aware that non-competitive contracting is acceptable ONLY in rare circumstances where there can be no delay in meeting a requirement. In general, contracting for debris work requires competitive bidding. The definition of “emergency” in contracting procedures is not the same as FEMA’s definition of “emergency work”.

**DISCUSSION:** There appears to be some confusion regarding the awarding of some contracts, especially for debris, without competitive bidding. The reason cited for such actions is that the contract is for emergency work, and competitive bidding is not required.

Part 13 of 44 CFR is entitled “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments”. These requirements apply to all grants and subgrants to governments, except where inconsistent with Federal statutes or regulations authorized in accordance with the exception provisions of Section 13.6. In essence, these regulations apply to all Federal grants awarded to State, tribal and local governments.

Non-competitive proposals awarded under emergency requirements are addressed as follows:

“Procurement by non-competitive proposals may be used only when the award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals and one of the following circumstances applies:

(A) .....

(B) The public exigency or emergency of the requirement will not permit a delay resulting from competitive solicitation.” (44 CFR Part 13.36(d)(4)(1)(B)).”

Staff of the Office of General Counsel and the Office of the Inspector General have expressed concern that contracts are being awarded under this section without an understanding of the requirement. Simply stated, non-competitive contracts can be awarded only if the emergency is such that the contract award **cannot be delayed by the amount of time required to obtain competitive bidding.**

FEMA's division of disaster work into "emergency" and "permanent" is generally based on the period of time during which the work is to be performed, and not on the urgency of that work. Therefore, the award of non-competitive contracts cannot be justified on the basis of "emergency work", as defined by FEMA.

In some situations, such as clearing road for emergency access (moving debris off the driving surface to the shoulders or rights-of-way), or removal of debris at a specific site, awarding a non-competitive contract for site-specific work may be warranted; however, normally, non-competitive bid awards should not be made several days (or weeks) after the disaster or for long-term debris removal. Obviously, the latter situations do not address a public exigency or emergency which "will not permit a delay resulting from competitive solicitation".

Regarding competitive solicitations, applicants can use an expedited process for obtaining competitive bids. In the past, applicants have developed a scope-of-work, identified contractors that can do the work, made telephone invitations for bids, and received excellent competitive bids. Again, applicants must comply with State and local bidding requirements.

Please remind applicants that no contractor has the authority to make determinations as to eligibility, determinations of acceptable emergency contracting procedures, or definitions of emergency work. Such determinations are to be made by FEMA.



FEMA

# RECOVERY DIVISION FACT SHEET

RP9580.201

## DEBRIS REMOVAL APPLICANT'S CONTRACTING CHECKLIST

### Overview

To be eligible for reimbursement under the Public Assistance Program, contracts for debris removal must meet rules for Federal grants, as provided for in 44 CFR Part 13.36 *Procurement* ([http://www.access.gpo.gov/nara/cfr/waisidx\\_04/44cfr13\\_04.html](http://www.access.gpo.gov/nara/cfr/waisidx_04/44cfr13_04.html)). Public Assistance applicants should comply with their own procurement procedures in accordance with applicable State and local laws and regulations, provided that they conform to applicable Federal laws and standards identified in Part 13. The following guidance is provided to assist Public Assistance applicants in the procurement process.

### Contracting Process Checklist

- Use competitive bidding procedures. Complete and document a cost analysis to demonstrate price reasonableness on any contract or contract modification where adequate price competition is lacking, as detailed in 44 CFR 13.36(f).
- Provide a clear and definitive scope of work and monitoring requirements in the request for proposals/bids. Use acceptable emergency contracting procedures that include an expedited competitive bid process only if time does not allow for more stringent procedures.
- Require bidders to provide copies of references, licenses, financial records, and proof of insurance and bonding.
- Obtain review from your legal representative of your procurement process and any contract to be awarded to ensure they are in compliance with all Federal, State, and local requirements.
- Document procedures used to obtain/award contracts (procurement information, bid requests and tabulations, etc).
- Use load ticket requirement to record with specificity (e.g., street address) where debris is picked up and the amount picked up, hauled, reduced and disposed of.

*FEMA will, when requested by applicants, assist in the review of debris removal contracts. However, such a review does not constitute approval.*



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# RECOVERY DIVISION FACT SHEET

RP9580.201

## DEBRIS REMOVAL APPLICANT'S CONTRACTING CHECKLIST

### Contract Provisions Checklist

**All contracts must contain/reflect the following provisions:**

- All payment provisions must be based on unit prices.
- No payments may be based on time and material costs unless limited to work performed during the first 70 hours of actual work following a disaster event.
- That payment will be made only for debris that FEMA determines eligible, referencing FEMA regulations and Public Assistance guides and fact sheets. (This is an optional provision to protect the applicant, and is used only following a major disaster declaration.)
- An invoice provision requiring contractors to submit invoices regularly and for no more than 30-day periods.
- A "Termination for Convenience" clause allowing contract termination at any time for any reason.
- A reasonable limit on the period of performance for the work to be done.
- A subcontract plan including a clear description of the percentage of the work the contractor may subcontract out and limiting use of subcontractors to only those you approve.
- The preference that the contractor use mechanical equipment to load and reasonably compact debris into the trucks and trailers.
- The requirement that the contractor provide a safe working environment, including properly constructed monitoring towers.
- Option of a unit price for extracting from ground and removing FEMA-eligible stumps (only for stumps with diameters larger than 24 inches, measured 24 inches above the ground, and with 50% or more of the root ball exposed), or including all stumps in the unit price.



**FEMA**

# RECOVERY DIVISION FACT SHEET

RP9580.201

## DEBRIS REMOVAL APPLICANT'S CONTRACTING CHECKLIST

### Contract Provisions Checklist - Continued

**All contracts must contain/reflect the following provisions:**

- Requirement that all contract amendments and modifications be in writing.
- Requirement that contractor obtain adequate payment and performance bonds and insurance coverage.

### Pre-Disaster and Stand-By Contracts Checklist

- It is recommended that you pre-qualify contractors prior to an event and solicit bid prices from this list of contractors once an event has occurred.
- The solicitation for pre-qualifying contractors must adequately define in the proposed scope of work all the potential types of debris, typical haul distances, and size of events for which a contract may be activated.
- To ensure reasonable debris removal costs, award debris removal contracts based on unit prices (volume or weight).
- If the contract is awarded on a time and material basis, it should be limited to no more than 70 hours of actual clearance and removal operations.
- After the initial 70-hour period, payment should be on a unit price basis (volume or weight).



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# RECOVERY DIVISION FACT SHEET

RP9580.201

## DEBRIS REMOVAL APPLICANT'S CONTRACTING CHECKLIST

### Avoidance Checklist

- DO NOT:** Award a debris removal contract on a sole-source basis.
- DO NOT:** Sign a contract (including one provided by a contractor) until it has been thoroughly reviewed by your legal representative.
- DO NOT:** Allow any contractor to make eligibility determinations, since only FEMA has that authority.
- DO NOT:** Accept any contractor's claim that it is "FEMA certified." FEMA does not certify, credential, or recommend debris contractors.
- DO NOT:** Award a contract to develop and manage debris processing sites unless you know it is necessary, and have contacted the State for technical assistance concerning the need for such operations. Temporary debris storage and reduction sites are not always necessary.
- DO NOT:** Allow separate line item payment for stumps 24 inches and smaller in diameter; these should be treated as normal debris.
- DO NOT:** "Piggyback" or utilize a contract awarded by another entity. Piggybacking may be legal under applicable state law; however, the use of such a contract may jeopardize FEMA funding.
- DO NOT:** Award pre-disaster/stand-by contracts with mobilization costs or unit costs that are significantly higher than what they would be if the contract were awarded post-disaster. Such contracts should have variable mobilization costs depending upon the size of the debris work that may be encountered.



FEMA

RECOVERY DIVISION

FACT SHEET

9580.202

# DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

## Overview

This fact sheet identifies and describes the authorities of federal departments and agencies in support of debris operations following a presidential emergency or major disaster declaration. The following nine Federal agencies and departments are invested with authorities (described in detail below) addressing various aspects of debris management.

- Department of Homeland Security
  - *Federal Emergency Management Agency*
  - *United States Coast Guard*
- Department of Defense: *U.S. Army Corps of Engineers*
- Department of Agriculture
  - *Natural Resources and Conservation Service*
  - *Farm Service Agency*
  - *Animal Plant and Health Inspection Service*
- Department of Transportation: *Federal Highway Administration*
- Department of Commerce: *National Oceanic and Atmospheric Administration*
- Environmental Protection Agency

## Department of Homeland Security

### **Federal Emergency Management Agency (FEMA)**

- FEMA is authorized in Sections 403, 407 and 502 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to provide assistance to eligible applicants to remove debris from public and private property following a Presidential disaster declaration, when in the public interest.
- Removal must be necessary to eliminate immediate threats to lives, public health and safety; eliminate immediate threats of significant damage to improved public or private property; or ensure

## DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

the economic recovery of the affected community to the benefit of the community-at-large. The debris must be the direct result of the disaster and located in the disaster area, and the applicant must have the legal responsibility to remove the debris.

- FEMA will (1) reimburse applicants to remove eligible debris, or (2) through a mission assignment to another Federal agency (and upon request of the State) - provide *direct Federal assistance* when it has been demonstrated that the State and local government lack the capability to perform or contract for the requested work.
- Assistance will be cost-shared (at no less than 75% Federal and 25% non-Federal). In extreme circumstances, FEMA will provide up to 100% funding for a limited period of time.

### United States Coast Guard (USCG)

- Under the National Contingency Plan (NCP), the USCG and Environmental Protection Agency (EPA) are responsible for providing pre-designated Federal On-Scene Coordinators (FOSCs) to conduct emergency removals of oil and hazardous materials.
- USCG is responsible for the coastal zone, and the EPA is responsible for the inland zone. The delineation between coastal and inland zones is by mutual agreement between the USCG and the EPA, and the geographic limits are indicated in Area Contingency Plans.
- Under the Comprehensive Environmental Response, Compensation, and Liability Act, or CERCLA (also known as Superfund), and the Clean Water Act, USCG has the authority to respond to actual or potential discharges of oil and actual or potential releases of hazardous substances, pollutants and contaminants that may endanger public health or the environment.
- Response actions may include containment, stabilization, decontamination, collection (e.g., orphan drums tanks and drums), and final disposal. Debris may be mixed with, or contain, oil or hazardous materials that are subject to USCG response authorities. Oil removal is funded from the Oil Spill Liability Trust Fund, while hazardous materials removal is conducted using CERCLA funds.
- USCG, under the Ports and Waterways Safety Act (33 U.S.C. §§1221), is responsible for keeping waterways safe and open. While there is no specific language stating that the USCG is responsible for debris removal from waterways, the USCG has been tasked - in the past - to assist in waterway and marine transportation system recovery.



## DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

### Department of Defense

#### United States Army Corps of Engineers (USACE)

- USACE is authorized by Section 202 of Water Resources Development Act (WRDA) of 1976 (PL 94-587) to develop projects for the collection and removal of drift and debris from publicly maintained commercial harbors, and from land and water areas immediately adjacent thereto.
- Specific and limited local programs for continuing debris collection and disposal have been authorized (on an individual basis, with the authorized work carried out at each locality as a separate, distinct project) by Congress for:
  - New York Harbor
  - Baltimore Harbor
  - Norfolk Harbor
  - Potomac and Anacostia Rivers, in the Washington, D.C. Metropolitan area
  - San Francisco Harbor/Bay, California.
- Sections 15, 19, and 20 of the River and Harbor Act of 1899, as amended, authorize USACE to remove sunken vessels or other obstructions from navigable waterways under emergency conditions. A navigable waterway is one that has been authorized by Congress, and which USACE operates and maintains for general (including commercial and recreational) navigation. Funding for operation and maintenance of these "Federal" waterways is through USACE's annual Operations and Maintenance General Appropriation. USACE's policy is to oversee removal of sunken vessels by an identifiable owner, operator or lessee if the sunken vessel is in or likely to be moved into a Federal navigation channel. USACE will remove a vessel using its emergency authorities only if the owner, operator, or lessee cannot be identified or they cannot effect removal in a timely and safe manner.
- USACE is also authorized, under Flood Control and Coastal Emergencies (PL 84-99), to provide assistance for debris removal from flood control works, i.e., structures designed and constructed to have appreciable and dependable effects in preventing damage by irregular and unusual rises in water level. Under this authority, USACE requires that an applicant, to be eligible for assistance, be an active participant in its PL 84-99 Rehabilitation and Inspection Program at the time of the disaster.

## DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

### United States Department of Agriculture

#### Natural Resources Conservation Service (NRCS)

- NRCS' Emergency Watershed Protection Program (EWP) is authorized by Section 216 of the Flood Control Act of 1950, PL 81-516, 33 U.S.C. 701b-1; and Section 403 of the Agricultural Credit Act of 1978, PL 95-334, as amended by Section 382, of the Federal Agriculture Improvement and Reform Act of 1996, PL 104-127, 16 U.S.C. 2203.
- Debris clean up must be for either runoff retardation or soil erosion prevention that is causing a sudden impairment in the watershed creating an imminent threat to life or property. Typically, this includes debris within channels but could also include debris in close proximity to a channel or situated where the next event could create an imminent threat to life or property. There is no size limit to the watershed except that EWP assistance is not eligible for coastal erosion restoration.
- The EWP is funded through specific Congressional appropriations.
- Public and private landowners are eligible for assistance but must be represented by a project sponsor (a state or political subdivision thereof, qualified Indian tribe or tribal organization, or unit of local government).
- Work can be done either through Federal or local contracts. Sponsors are responsible for the 75% local cost share.
- NRCS can provide assistance when the President declares an area to be a major disaster area or when an NRCS State Conservationist determines that a watershed impairment exists.
- NRCS will not provide funding for activities undertaken by a sponsor prior to the signing of an agreement between NRCS and the sponsor.

#### Farm Service Agency (FSA)

- Emergency Conservation Program (ECP) is authorized by Sections 401 - 406 of the Agricultural Credit Act of 1978, PL 95-334, and provides emergency assistance for debris removal from privately-owned land following a natural disaster. It is funded through Congressional supplemental appropriations.

# DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

- The damage must be so costly that Federal assistance is or will be required to return the land to productive agricultural use or to provide emergency water for livestock.
- The ECP provides emergency cost share funding (up to 75% federal share) and technical assistance for farmers and ranchers to remove debris (other than animal carcasses).

### Animal, Plant and Health Inspection Service (APHIS)

- APHIS has two programs under which it can provide debris removal assistance:
  - Veterinary Services (VS) program authorized by Animal Health Protection Act (7 U.S.C. 8301–8317) which provides for removal and burial of diseased animal carcasses.
  - Plant Protection and Quarantine (PPQ) program authorized by Plant Protection Act (Title IV, Pub. L. 106–224, 114 Stat. 438, 7 U.S.C. 7701–7772). This program manages issues related to the health of plant resources. Primary objective is to regulate and monitor in order to reduce the risk of introduction and spread of invasive species, including planning, surveillance, quick detection, containment, and eradication.
- Both public and private lands are eligible under these programs which provide assistance to Federal, State, tribes, local jurisdictions, and private landowners to manage animal and plant health by collecting and providing information, conducting or supporting treatments, providing technical assistance for planning and program implementation (removal).

### Environmental Protection Agency (EPA)

- EPA's primary authorities related to debris removal fall into two categories: (1) authorities related to cleaning up debris that is mixed with or contains oil or hazardous materials; and (2) authorities related to establishing standards for proper management of debris (hazardous and non-hazardous). EPA generally does not remove non-hazardous debris after emergencies/disasters.
- Under the Comprehensive Environmental Response, Compensation, and Liability Act, or CERCLA (also known as Superfund), and the Clean Water Act, EPA and the United States Coast Guard (USCG) have the authority to respond to actual or potential discharges of oil and actual or potential discharges of hazardous substances, and to actual or potential discharges of pollutants and contaminants that may present an imminent and substantial danger to the public health or welfare.

# DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

- EPA has responsibility for responses in the inland zone and USCG has responsibility for responses in the coastal zone. The delineation between the inland and coastal zone is determined by mutual agreement by the EPA and USCG, and the geographic boundaries are indicated in Area Contingency Plans.
- EPA and USCG carry out these responsibilities under implementing regulations known as the National Oil and Hazardous Substances Pollution Contingency Plan (NCP). EPA and USCG pre-designate Federal On-Scene Coordinators (FOSCs) to direct and coordinate response actions.
- Response actions may include containment, stabilization, decontamination, collection (e.g., orphan tanks and drums), and disposal. Debris may be mixed with, or contain, oil or hazardous materials that are subject to these response authorities.
- CERCLA requires that the State in which the site is located fund 10% of remedial action costs, with the other 90% drawn from the Superfund. However, where the potentially responsible party is a political subdivision of a State, the State must agree to fund 50% of the remedial action costs, with the other 50% drawn from the Superfund.
- The Resource Conservation and Recovery Act established a framework for Federal, State, and local cooperation in controlling the management of hazardous and non-hazardous solid waste. The EPA role is to establish minimum regulatory standards that are, in most cases, implemented by the States and to provide technical assistance. EPA administers other laws as well that may impact the management of debris (e.g., Clean Air Act requirements that apply to asbestos-containing debris). Again, some of these programs may be delegated to the States.
- FEMA may mission assign the EPA through the United States Army Corps of Engineers to dispose of household hazardous waste following a major disaster declaration from the President.

## Department of Transportation

### **Federal Highway Administration (FHWA)**

- The Emergency Relief (or ER) program is authorized in Title 23, United States Code, Section 125, from the Highway Trust Fund, and supports repair or reconstruction of Federal-aid highways and roads on Federal lands which have suffered serious damage as a result of natural disasters or catastrophic failures from an external cause.
- Debris removal from Federal-aid roads is eligible for 100% reimbursement during the first 180 days following an emergency event that qualifies and is approved for the ER program.

## DEBRIS REMOVAL AUTHORITIES OF FEDERAL AGENCIES

- The ER program is funded \$100 million in annual authorizations. If the annual authorization is expended, FHWA will reimburse eligible costs when ER funds become available.
- The State must incur a cost of at least \$700,000 statewide to qualify for ER assistance. The cost of individual projects (sites) must be \$5,000.
- It is the responsibility of individual States to request ER funds for assistance in the cost of necessary repair of Federal-aid highways damaged by natural disasters or catastrophic failures.

### Department of Commerce

#### National Oceanic and Atmospheric Administration (NOAA)

- The Coastal and Geodetic Survey Act of 1947 and the Hydrographic Services Improvement Acts of 1998, 2002, authorize NOAA to be directly involved in programs to assess and remove hazards and debris. NOAA does not fund debris removal.
- NOAA's Office of Coastal Survey is responsible for surveying and charting the nation's waters and coast, and has been heavily involved in hydro-surveying using side-scan and multi-beam sonar to identify hazards and debris and dangers to navigation along the Gulf Coast for the last three years.



David Garratt  
Acting Director of Recovery

Federal Emergency Management Agency

1/27/07

Date





FEMA

DISASTER ASSISTANCE  
DIRECTORATE

FACT SHEET

9580.203

## DEBRIS MONITORING

### Overview

When a disaster event occurs that produces large amounts of debris, effective coordination is required between the Public Assistance applicant, State, and FEMA to ensure that debris removal operations are efficient, effective, and eligible for FEMA Public Assistance grant funding. Eligible Public Assistance applicants are encouraged to monitor debris removal operations and document eligible quantities and reasonable expenses to ensure that the work is eligible for Public Assistance grant funding. Failure to do so properly may jeopardize this funding.

Public Assistance applicants can use force account resources or contractors to monitor debris removal operations, or a combination of both. Regardless of the method, the applicant is responsible for ensuring that applicant-managed debris removal work (either force account or contract) being funded through Public Assistance grants is eligible in accordance with Public Assistance guidelines. This Fact Sheet provides Public Assistance applicants with information on how to properly monitor applicant-managed debris removal operations to ensure compliance with these guidelines. It also provides information on debris monitoring responsibilities and duties that apply to both force account and contractor operations; however, some information provided only applies to debris operations performed under contract.

### Debris Monitoring Roles and Responsibilities

Monitoring debris removal operations requires comprehensive observation and documentation by the Public Assistance applicant of debris removal work performed from the point of debris collection to final disposal. Monitoring debris removal work involves constant observation of crews to ensure that workers are performing eligible work in accordance with Public Assistance guidelines, and helps to verify compliance with all applicable Federal, State, and local regulations.

A number of different entities play a role in monitoring debris removal operations to ensure that they are efficient, effective and eligible for FEMA Public Assistance funding. It is important that these entities work together to communicate and resolve issues in the field so that reimbursement funding for debris removal operations is not jeopardized. Below is a table which addresses the general monitoring responsibilities and tasks of different partners in the debris removal operation. The table is followed by specific monitoring responsibilities and duties for both force account and contractor debris monitors in the field.

## DEBRIS MONITORING

Entity	Responsibilities	Tasks
<b>Debris Removal Contractor</b>	Conduct debris removal operations per the terms of the contract.	<ul style="list-style-type: none"> <li>▪ Monitor its own day-to-day operations to ensure its contractual obligations are being met.</li> </ul>
<b>Public Assistance Applicant Monitoring Contractor</b>	Works for Applicant to monitor debris contractor's day-to-day operations to ensure the applicants expectations and contractual requirements are being met.	<ul style="list-style-type: none"> <li>▪ Provide debris monitoring personnel who are trained in eligibility.</li> <li>▪ Monitor operations in accordance with the contract requirements.</li> <li>▪ Provide all monitoring documents as required in the monitoring contract.</li> </ul>
<b>Public Assistance Applicant (subgrantee)</b>	Provide oversight and quality assurance of both the debris removal contract and the monitoring contract (if applicable). Request PA funds for eligible work. Ensure performance measures are met and eligible work is documented. Understand eligibility requirements and ensure work performed under the contract meets these requirements.	<ul style="list-style-type: none"> <li>▪ Designate project manager.</li> </ul> <p><i>If debris removal is performed by force account labor:</i></p> <ul style="list-style-type: none"> <li>▪ Provide documentation to substantiate eligible debris quantities.</li> <li>▪ Ensure compliance with subgrant requirements.</li> </ul> <p><i>If debris removal is performed under contract:</i></p> <ul style="list-style-type: none"> <li>▪ Ensure that debris removal contractors and monitoring contractors (if applicable) understand eligibility requirements for the debris removal operations.</li> <li>▪ Ensure that only eligible debris quantities are being claimed for Public Assistance.</li> <li>▪ Resolve issues or discrepancies associated with the contract.</li> </ul>
<b>State (Grantee)</b>	Ensure grant requirements outlined in the 44 CFR are being met and that PA applicants are receiving funds for eligible costs. Responsible for monitoring the grant and subgrant to ensure compliance with Federal, State and local laws and regulations.	<ul style="list-style-type: none"> <li>▪ Monitor the grant and subgrant requirements.</li> <li>▪ Ensure that the applicant is sufficiently monitoring the debris removal operation (FEMA \Grantee effort).</li> <li>▪ Conduct random monitoring at load sites and disposal sites to ensure compliance with grant requirements (FEMA \Grantee effort).</li> <li>▪ Notify subgrantee of compliance issues and outline corrective actions (FEMA \Grantee effort).</li> </ul>
<b>FEMA</b>	Ensure grant requirements outlined in 44 CFR are being met. Fund eligible work. Responsible for the preparation of large project worksheets, development of the scope of work and the obligation of funds. Responsible for monitoring the grant to ensure compliance with Federal, State and local laws and regulations.	<ul style="list-style-type: none"> <li>▪ Develop large project worksheets in coordination with the Grantee and subgrantee.</li> <li>▪ Utilize monitors to ensure that the applicant is sufficiently monitoring the debris removal operation. (FEMA \Grantee effort)</li> <li>▪ Conduct random monitoring at load sites and disposal sites to ensure compliance with grant requirements. (FEMA \Grantee effort).</li> <li>▪ Notify Grantee/subgrantee of compliance issues and outline corrective actions (FEMA \Grantee effort).</li> <li>▪ Increase or decrease monitoring efforts as necessary to ensure corrective actions are in place and operations are being effectively monitored.</li> </ul>



## DEBRIS MONITORING

The specific responsibilities and duties of individual debris monitors in the field are the same for both force account and contracted debris monitoring operations. They are:

- Report issues to their direct supervisor which require action (such as safety concerns, contractor non-compliance and equipment use)
- Accurately measure and certify truck capacities (recertify on a regular basis)
- Properly and accurately complete and physically control load tickets (in tower and field)
- Ensure that trucks are accurately credited for their load
- Ensure that trucks are not artificially loaded (ex: debris is wetted, debris is fluffed—not compacted)
- Validate hazardous trees, including hangers, leaners, and stumps
- Ensure that hazardous wastes are not mixed in loads
- Ensure that all debris is removed from trucks at Debris Management Sites (DMS)
- Report if improper equipment is mobilized and used
- Report if contractor personnel safety standards are not followed
- Report if general public safety standards are not followed
- Report if completion schedules are not on target
- Ensure that only debris specified in the contract is collected (and is identified as eligible or ineligible)
- Assure that force account labor and/or debris contractor work is within the assigned scope of work
- Monitor site development and restoration of DMSs
- Report to supervisor if debris removal work does not comply with all local ordinances as well as State and Federal regulations (i.e., proper disposal of hazardous wastes)
- Record the types of equipment used (Time & Materials contract)
- Record the hours equipment was used, include downtime of each piece of equipment by day (Time & Materials contract)

Applicants may request FEMA/State assistance with debris monitoring or monitor training.

*Only FEMA has the authority to make eligibility decisions; contractors cannot make eligibility determinations. Information on eligibility can be found in the Public Assistance Debris Management Guide FEMA 325, the Public Assistance Policy Digest FEMA 321, the Public Assistance Applicant Handbook FEMA 323, and the Public Assistance Guide FEMA 322.*

### Monitoring Requirements by Type of Contract

Unlike other categories of work eligible for Public Assistance grants, initial debris removal project worksheets typically do not have a defined scope of work, since precise quantities of debris are difficult to attain. Therefore, unit price contracts which pay by debris volume or weight removed are typically implemented. Unit price contracts require extensive monitoring to determine accurate quantities of eligible debris removed and disposed. As load tickets are compiled and accurate quantities are determined through monitoring, the scope of work for the project worksheet, or version, is established.

## DEBRIS MONITORING

In some cases, time and materials contracts may be more cost effective and appropriate for the amount and type of eligible work to be performed. For both time and materials and lump sum contracts, debris monitors must still document and quantify eligible debris amounts in order to determine reasonableness of costs.

The table below includes a breakdown of monitoring requirements by contract type.

Type of Contract	Project Worksheet Scope of Work	Subgrantee Monitoring Required					Comments
		Crew Efficiency	Load site	DMSs	Disposal sites	Fraud	
Lump Sum	Defined debris quantities and reasonable costs. Estimate is basis for contract costs.		√		√		Quantities are still required to determine reasonable costs.
Unit Price - CY	Based on eligible debris listed on load tickets	√	√	√	√	√	
Unit Price - Ton	Based on actual weight measurements of eligible debris listed on load tickets.		√		√	√	
Time and Materials	Based on labor, equipment and materials records. Reasonable costs evaluated by determining costs per unit.	√	√		√	√	Typically used for road clearance. If used for debris removal, quantities are still required to determine reasonable costs. Eligible costs are restricted to up to 70 hours.

### Monitoring Contracts

The request for proposal (RFP) for debris monitoring contracts should outline the qualification of debris monitors. The qualifications should be appropriate for the individual responsibilities and duties listed above, and debris monitors should have experience working on construction sites and be familiar with safety regulations. It is not necessary to have professional engineers and other certified professionals perform these duties. Debris monitors primarily should have the ability to estimate debris quantities, differentiate between debris types, properly fill out load tickets, and follow all site safety procedures.

The RFP should also outline possible locations to be monitored and reporting requirements to document eligible debris quantities.

## DEBRIS MONITORING

Monitoring contracts are typically time and materials and must contain a *not-to-exceed* clause per the requirements of Part 13 of 44 CFR. The subgrantee should ensure the level of monitoring and overhead claimed is commensurate with the level of effort required to effectively monitor the debris removal and monitoring operation. In addition to the costs for the monitors, the subgrantee can claim as part of its monitoring project worksheet reasonable costs for the debris monitoring contractor to provide training, oversight, and data compilation as required by the terms of the contract. Architectural and engineering service overhead should not be claimed. Additional information on costs that are eligible can be found in the *Public Assistance Debris Management Guide FEMA 325*.

The monitoring contractor costs associated with compiling data to verify costs invoiced by the debris removal contractor can be an eligible expense. Costs associated with attending meetings with FEMA and/or the Grantee and compiling documentation for the production of project worksheets are funded through the administrative allowance as stated in 44 CFR, Part 206.228 and cannot be a direct charge to a Public Assistance grant.

### Reporting Requirements & Performance Measures

If FEMA is providing grant assistance for the applicant's monitoring contract, a sample of the reporting requirements outlined in the contract will be required to substantiate the eligible costs. This sample must be adequate to demonstrate that sufficient measures were taken to ensure eligibility and accurate quantities are being reported as part of the grant. Applicants should require debris monitors to submit daily reports on load quantities, debris management site operations, and operational and safety issues in the field. Regular reporting helps to promote quality assurance and provides the applicant with a consistent accounting of operations in the field.

If a time and materials monitoring contract is used, the contractor will have to supply labor, equipment and material records to the subgrantee in order to substantiate the actual costs in the project worksheet.

Continuous monitoring of all activities of a debris contractor can help promote efficiency and effectiveness in the debris removal operation. In evaluating a contractor's performance, primary interest is in the progress toward completion of the services called for and the financial status of the contract. It is important that the contract provide for submission of reports and payment estimates to aid in evaluating the contractor's progress.

Applicant debris monitoring responsibilities may include tracking performance measures used to assess the progress of debris removal operations in the field. Specific debris contract performance measures may include:

- Percentage completion tracking
- Adherence to contract time schedules
- Adherence to contract cost schedules

## DEBRIS MONITORING

### Contract Procurement Requirements

To be eligible for reimbursement under the Public Assistance Program, contracts for debris monitoring must meet rules for Federal grants, as provided for in 44 CFR Part 13.36 *Procurement* ([http://www.access.gpo.gov/nara/cfr/waisidx\\_04/44cfr13\\_04.html](http://www.access.gpo.gov/nara/cfr/waisidx_04/44cfr13_04.html)). Public Assistance applicants should comply with their own procurement procedures in accordance with applicable State and local laws and regulations, provided that they conform to applicable Federal laws and standards identified in Part 13.



David Garratt  
Acting Assistant Administrator  
Disaster Assistance Directorate

5/3/07  
Date



Disaster recovery assistance is available without regard to race, color, national origin, sex, age, religion, disability, or economic status. Anyone who believes he/she has been discriminated against should contact the FEMA Helpline at: 1-800-525-0321.

Report fraud, waste, and abuse to FEMA's Office of Inspector General on the Hotline at 1-800-323-8603.

## FEMA's SCHEDULE OF EQUIPMENT RATES

### DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY

RECOVERY DIRECTORATE  
PUBLIC ASSISTANCE DIVISION

WASHINGTON, D.C. 20472

The rates on this Schedule of Equipment Rates are for applicant-owned equipment in good mechanical condition, complete with all required attachments. Each rate covers all costs eligible under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121, et seq., for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Standby equipment costs are not eligible.

Equipment must be in actual operation performing eligible work in order for reimbursement to be eligible. LABOR COSTS OF OPERATOR ARE NOT INCLUDED in the rates and should be approved separately from equipment costs.

Information regarding the use of the Schedule is contained in 44 CFR § 206.228 *Allowable Costs*. Rates for equipment not listed will be furnished by FEMA upon request. Any appeals shall be in accordance with 44 CFR § 206.206 *Appeals*.

THESE RATES ARE APPLICABLE TO MAJOR DISASTERS AND EMERGENCIES DECLARED BY THE PRESIDENT ON OR AFTER SEPTEMBER 15, 2010.

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8490	Aerial Lift, Self-Propelled	Max. Platform Height	37 ft	to 15	Articulated, Telescoping, Scissor.	hour	\$8.25
8491	Aerial Lift, Self-Propelled	Max. Platform Height	60 ft	to 30	Articulated, Telescoping, Scissor.	hour	\$12.25
8492	Aerial Lift, Self-Propelled	Max. Platform Height	70 ft	to 50	Articulated, Telescoping, Scissor.	hour	\$21.00
8493	Aerial Lift, Self-Propelled	Max. Platform Height	125 ft	to 85	Articulated and Telescoping.	hour	\$55.00
8494	Aerial Lift, Self-Propelled	Max. Platform Height	150 ft	to 130	Articulated and Telescoping.	hour	\$67.00
8486	Aerial Lift, Truck Mntd	Max. Platform Height	40 ft		Articulated and Telescoping. Add to Truck rate for total rate.	hour	\$6.75
8487	Aerial Lift, Truck Mntd	Max. Platform Height	61 ft		Articulated and Telescoping. Add to Truck rate for total rate.	hour	\$12.25
8488	Aerial Lift, Truck Mntd	Max. Platform Height	80 ft		Articulated and Telescoping. Add to Truck rate for total rate.	hour	\$23.50
8489	Aerial Lift, Truck Mntd	Max. Platform Height	100 ft		Articulated and Telescoping. Add to Truck rate for total rate.	hour	\$34.00
8010	Air Compressor	Air Delivery	41 cfm	to 10	Hoses included.	hour	\$1.50
8011	Air Compressor	Air Delivery	103 cfm	to 30	Hoses included.	hour	\$7.00
8012	Air Compressor	Air Delivery	130 cfm	to 50	Hoses included.	hour	\$9.25
8013	Air Compressor	Air Delivery	175 cfm	to 90	Hoses included.	hour	\$20.00
8014	Air Compressor	Air Delivery	400 cfm	to 145	Hoses included.	hour	\$27.50
8015	Air Compressor	Air Delivery	575 cfm	to 230	Hoses included.	hour	\$45.50
8016	Air Compressor	Air Delivery	1100 cfm	to 355	Hoses included.	hour	\$51.00
8017	Air Compressor	Air Delivery	1600 cfm	to 500	Hoses included.	hour	\$80.00
8040	Ambulance			to 150		hour	\$25.50
8041	Ambulance			to 210		hour	\$32.50
8060	Auger, Portable	Hole Diameter	16 in	to 6		hour	\$1.30
8061	Auger, Portable	Hole Diameter	18 in	to 13		hour	\$3.50
8062	Auger, Tractor Mntd	Max. Auger Diameter	36 in	to 13	Includes digger, boom and mounting hardware. Add to Tractor rate for total rate.	hour	\$1.30
8063	Auger, Truck Mntd	Max. Auger Size	24 in	to 100	Includes digger, boom and mounting hardware. Add to Truck rate for total rate.	hour	\$29.00
8070	Automobile			to 130	Transporting people.	mile	\$0.50
8071	Automobile			to 130	Transporting cargo.	hour	\$13.00
8072	Automobile, Police			to 250	Patrolling.	mile	\$0.60
8073	Automobile, Police			to 250	Stationary with engine running.	hour	\$16.25
8110	Barge, Deck	Size	50'x35'x7.25'			hour	\$34.00
8111	Barge, Deck	Size	50'x35'x9'			hour	\$49.00
8112	Barge, Deck	Size	120'x45'x10'			hour	\$60.00
8113	Barge, Deck	Size	160'x45'x11'			hour	\$75.00
8050	Board, Arrow			to 8	Trailer Mounted.	hour	\$3.15
8051	Board, Message			to 5	Trailer Mounted.	hour	\$8.50
8133	Boat, Push	Size	45'x21'x6'	to 435	Flat hull.	hour	\$150.00
8134	Boat, Push	Size	54'x21'x6'	to 525	Flat hull.	hour	\$200.00
8135	Boat, Push	Size	58'x24'x7.5'	to 705	Flat hull.	hour	\$250.00
8136	Boat, Push	Size	64'x25'x8'	to 870	Flat hull.	hour	\$300.00

**FEMA's SCHEDULE OF EQUIPMENT RATES**

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8130	Boat, Row				Heavy duty.	hour	\$0.85
8131	Boat, Runabout	Size	13'x5'	to 50	Outboard.	hour	\$14.00
8132	Boat, Tender	Size	14'x7'	to 100	Inboard with 360 degree drive.	hour	\$26.00
8120	Boat, Tow	Size	55'x20'x5'	to 870	Steel.	hour	\$250.00
8121	Boat, Tow	Size	60'x21'x5'	to 1050	Steel.	hour	\$300.00
8122	Boat, Tow	Size	70'x30'x7.5'	to 1350	Steel.	hour	\$450.00
8123	Boat, Tow	Size	120'x34'x8'	to 2000	Steel.	hour	\$830.00
8140	Boat, Tug	Length	16 ft	to 100		hour	\$33.50
8141	Boat, Tug	Length	18 ft	to 175		hour	\$53.00
8142	Boat, Tug	Length	26 ft	to 250		hour	\$65.00
8143	Boat, Tug	Length	40 ft	to 380		hour	\$150.00
8144	Boat, Tug	Length	51 ft	to 700		hour	\$225.00
8419	Breaker, Pavement, Hand-Held	Weight	25-90 lb			hour	\$0.65
8420	Breaker, Pavement			to 70		hour	\$31.25
8150	Broom, Pavement	Broom Length	72 in	to 35		hour	\$12.30
8151	Broom, Pavement	Broom Length	96 in	to 100		hour	\$19.75
8153	Broom, Pavement, Mntd	Broom Length	72 in	to 18	Add to Prime Mover rate for total rate.	hour	\$6.00
8154	Broom, Pavement, Pull	Broom Length	84 in	to 20	Add to Prime Mover rate for total rate.	hour	\$10.25
8270	Bucket, Clamshell	Capacity	1.0 cy		Includes teeth. Does not include Clamshell & Dragline.	hour	\$3.60
8271	Bucket, Clamshell	Capacity	2.5 cy		Includes teeth. Does not include Clamshell & Dragline.	hour	\$6.75
8272	Bucket, Clamshell	Capacity	5.0 cy		Includes teeth. Does not include Clamshell & Dragline.	hour	\$11.25
8273	Bucket, Clamshell	Capacity	7.5 cy		Includes teeth. Does not include Clamshell & Dragline.	hour	\$14.50
8275	Bucket, Dragline	Capacity	2.0 cy		Does not include Clamshell & Dragline.	hour	\$2.90
8276	Bucket, Dragline	Capacity	5.0 cy		Does not include Clamshell & Dragline.	hour	\$6.50
8277	Bucket, Dragline	Capacity	10 cy		Does not include Clamshell & Dragline.	hour	\$10.50
8278	Bucket, Dragline	Capacity	14 cy		Does not include Clamshell & Dragline.	hour	\$13.50
8180	Bus			to 150		hour	\$20.00
8181	Bus			to 210		hour	\$23.00
8182	Bus			to 300		hour	\$27.00
8190	Chain Saw	Bar Length	16 in			hour	\$1.75
8191	Chain Saw	Bar Length	25 in			hour	\$3.20
8192	Chain Saw, Pole	Bar Size	18 in			hour	\$1.60
8200	Chipper, Brush	Chipping Capacity	6 in	to 35	Trailer Mounted.	hour	\$7.50
8201	Chipper, Brush	Chipping Capacity	9 in	to 65	Trailer Mounted.	hour	\$16.00
8202	Chipper, Brush	Chipping Capacity	12 in	to 100	Trailer Mounted.	hour	\$21.75
8203	Chipper, Brush	Chipping Capacity	15 in	to 125	Trailer Mounted.	hour	\$30.75
8204	Chipper, Brush	Chipping Capacity	18 in	to 200	Trailer Mounted.	hour	\$45.50
8210	Clamshell & Dragline, Crawler		149,999 lb	to 235	Bucket not included in rate.	hour	\$86.00
8211	Clamshell & Dragline, Crawler		250,000 lb	to 520	Bucket not included in rate.	hour	\$121.00
8212	Clamshell & Dragline, Truck			to 240	Bucket not included in rate.	hour	\$130.00
8712	Cleaner, Sewer/Catch Basin	Hopper Capacity	5 cy		Truck Mounted. Add to Truck rate for total rate.	hour	\$16.00
8713	Cleaner, Sewer/Catch Basin	Hopper Capacity	14 cy		Truck Mounted. Add to Truck rate for total rate.	hour	\$21.50
8220	Compactor			to 10		hour	\$11.00
8221	Compactor, Towed, Vibratory Drum			to 45		hour	\$17.50
8222	Compactor, Vibratory, Drum			to 75		hour	\$25.00
8223	Compactor, Pneumatic, Wheel			to 100		hour	\$29.00
8225	Compactor, Sanitation			to 300		hour	\$96.00
8226	Compactor, Sanitation			to 400		hour	\$163.00
8227	Compactor, Sanitation			to 535		hour	\$225.00
8228	Compactor, Towed, Pneumatic, Wheel		10000 lb		Add to Prime Mover rate for total rate.	hour	\$7.50



**FEMA's SCHEDULE OF EQUIPMENT RATES**

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8229	Compactor, Towed, Drum Static		20000 lb		Add to Prime Mover rate for total rate.	hour	\$12.25
8500	Crane	Max. Lift Capacity	8 MT	to 80		hour	\$27.00
8501	Crane	Max. Lift Capacity	15 MT	to 150		hour	\$55.00
8502	Crane	Max. Lift Capacity	50 MT	to 200		hour	\$95.00
8503	Crane	Max. Lift Capacity	70 MT	to 300		hour	\$155.00
8504	Crane	Max. Lift Capacity	110 MT	to 350		hour	\$220.00
8496	Crane, Truck Mntd	Max. Lift Capacity	24000 lb		Add to Truck rate for total rate.	hour	\$10.00
8497	Crane, Truck Mntd	Max. Lift Capacity	36000 lb		Add to Truck rate for total rate.	hour	\$16.00
8498	Crane, Truck Mntd	Max. Lift Capacity	60000 lb		Add to Truck rate for total rate.	hour	\$30.00
8195	Cutter, Brush	Cutter Size	8 ft	to 150		hour	\$90.00
8196	Cutter, Brush	Cutter Size	8 ft	to 190		hour	\$100.00
8197	Cutter, Brush	Cutter Size	10 ft	to 245		hour	\$120.00
8670	Derrick, Hydraulic Digger	Max. Boom Length	60 ft		Includes hydraulic pole alignment attachment. Add to Truck rate.	hour	\$21.00
8671	Derrick, Hydraulic Digger	Max. Boom Length	90 ft		Includes hydraulic pole alignment attachment. Add to Truck rate.	hour	\$39.00
8580	Distributor, Asphalt	Tank Capacity	500 gal		insulated tank, and circulating spray bar.	hour	\$12.00
8581	Distributor, Asphalt	Tank Capacity	1000 gal		Truck Mounted. Includes burners, insulated tank, and circulating spray bar. Add to Truck rate.	hour	\$13.00
8582	Distributor, Asphalt	Tank Capacity	4000 gal		Truck Mounted. Includes burners, insulated tank, and circulating spray bar. Add to Truck rate.	hour	\$25.00
8250	Dozer, Crawler			to 75		hour	\$31.00
8251	Dozer, Crawler			to 105		hour	\$40.00
8252	Dozer, Crawler			to 160		hour	\$65.00
8253	Dozer, Crawler			to 250		hour	\$80.00
8254	Dozer, Crawler			to 360		hour	\$135.00
8255	Dozer, Crawler			to 565		hour	\$250.00
8256	Dozer, Crawler			to 850		hour	\$340.00
8260	Dozer, Wheel			to 300		hour	\$55.00
8261	Dozer, Wheel			to 400		hour	\$110.00
8262	Dozer, Wheel			to 500		hour	\$150.00
8263	Dozer, Wheel			to 625		hour	\$200.00
8280	Excavator, Hydraulic	Bucket Capacity	0.5 cy	to 45	Crawler, Truck & Wheel. Includes bucket.	hour	\$18.00
8281	Excavator, Hydraulic	Bucket Capacity	1.0 cy	to 90	Crawler, Truck & Wheel. Includes bucket.	hour	\$39.00
8282	Excavator, Hydraulic	Bucket Capacity	1.5 cy	to 160	Crawler, Truck & Wheel. Includes bucket.	hour	\$65.00
8283	Excavator, Hydraulic	Bucket Capacity	2.5 cy	to 265	Crawler, Truck & Wheel. Includes bucket.	hour	\$120.00
8284	Excavator, Hydraulic	Bucket Capacity	4.5 cy	to 420	Crawler, Truck & Wheel. Includes bucket.	hour	\$200.00
8285	Excavator, Hydraulic	Bucket Capacity	7.5 cy	to 650	Crawler, Truck & Wheel. Includes bucket.	hour	\$240.00
8286	Excavator, Hydraulic	Bucket Capacity	12 cy	to 1000	Crawler, Truck & Wheel. Includes bucket.	hour	\$400.00
8240	Feeder, Grizzly			to 35		hour	\$17.00
8241	Feeder, Grizzly			to 55		hour	\$30.00
8242	Feeder, Grizzly			to 75		hour	\$44.00
8300	Fork Lift	Capacity	6000 lb	to 60		hour	11.75
8301	Fork Lift	Capacity	12000 lb	to 90		hour	\$17.00
8302	Fork Lift	Capacity	18000 lb	to 140		hour	\$23.00
8303	Fork Lift	Capacity	50000 lb	to 215		hour	\$50.00
8310	Generator	Prime Output	5.5 kW	to 10		hour	\$3.25
8311	Generator	Prime Output	16 kW	to 25		hour	\$8.00
8312	Generator	Prime Output	43 kW	to 65		hour	\$17.00
8313	Generator	Prime Output	100 kW	to 125		hour	\$34.00
8314	Generator	Prime Output	150 kW	to 240		hour	\$50.00
8315	Generator	Prime Output	210 kW	to 300		hour	\$60.00
8316	Generator	Prime Output	280 kW	to 400		hour	\$85.00

**FEMA's SCHEDULE OF EQUIPMENT RATES**

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8317	Generator	Prime Output	350 kW	to 500		hour	\$95.00
8318	Generator	Prime Output	530 kW	to 750		hour	\$150.00
8319	Generator	Prime Output	710 kW	to 1000		hour	\$200.00
8320	Generator	Prime Output	1100 kW	to 1500		hour	\$375.00
8321	Generator	Prime Output	2500 kW	to 3000		hour	\$500.00
8755	Golf Cart	Capacity	2 person			hour	\$3.20
8330	Graders	Moldboard Size	10 ft	to 110	Includes Rigid and Articulate	hour	\$34.50
8331	Graders	Moldboard Size	12 ft	to 150	Includes Rigid and Articulate	hour	\$58.00
8332	Graders	Moldboard Size	14 ft	to 225	Includes Rigid and Articulate	hour	\$70.00
8350	Hose, Discharge	Diameter	3 in		Per 25 foot length. Includes couplings.	hour	\$0.13
8351	Hose, Discharge	Diameter	4 in		Per 25 foot length. Includes couplings.	hour	\$0.19
8352	Hose, Discharge	Diameter	6 in		Per 25 foot length. Includes couplings.	hour	\$0.50
8353	Hose, Discharge	Diameter	8 in		Per 25 foot length. Includes couplings.	hour	\$0.75
8354	Hose, Discharge	Diameter	12 in		Per 25 foot length. Includes couplings.	hour	\$1.35
8355	Hose, Discharge	Diameter	16 in		Per 25 foot length. Includes couplings.	hour	\$2.20
8356	Hose, Suction	Diameter	3 in		Per 25 foot length. Includes couplings.	hour	\$0.23
8357	Hose, Suction	Diameter	4 in		Per 25 foot length. Includes couplings.	hour	\$0.43
8358	Hose, Suction	Diameter	6 in		Per 25 foot length. Includes couplings.	hour	\$0.90
8359	Hose, Suction	Diameter	8 in		Per 25 foot length. Includes couplings.	hour	\$1.35
8360	Hose, Suction	Diameter	12 in		Per 25 foot length. Includes couplings.	hour	\$2.45
8361	Hose, Suction	Diameter	16 in		Per 25 foot length. Includes couplings.	hour	\$3.90
8517	Jackhammer (Dry)	Weight Class	25-45 lb			hour	\$1.00
8518	Jackhammer (Wet)	Weight Class	30-55 lb			hour	\$1.15
8380	Loader, Crawler	Bucket Capacity	0.5 cy	to 32	Includes bucket.	hour	\$11.50
8381	Loader, Crawler	Bucket Capacity	1 cy	to 60	Includes bucket.	hour	\$19.00
8382	Loader, Crawler	Bucket Capacity	2 cy	to 118	Includes bucket.	hour	\$42.00
8383	Loader, Crawler	Bucket Capacity	3 cy	to 178	Includes bucket.	hour	\$76.00
8384	Loader, Crawler	Bucket Capacity	4 cy	to 238	Includes bucket.	hour	\$115.00
8540	Loader, Skid-Steer	Operating Capacity	1000 lb	to 35		hour	\$11.00
8541	Loader, Skid-Steer	Operating Capacity	2000 lb	to 65		hour	\$18.00
8542	Loader, Skid-Steer	Operating Capacity	3000 lb	to 85		hour	\$22.00
8401	Loader, Tractor, Wheel			to 81		hour	\$25.00
8390	Loader, Wheel	Bucket Capacity	0.5 cy	to 38		hour	\$15.50
8391	Loader, Wheel	Bucket Capacity	1 cy	to 60		hour	\$21.50
8392	Loader, Wheel	Bucket Capacity	2 cy	to 105		hour	\$28.75
8393	Loader, Wheel	Bucket Capacity	3 cy	to 152		hour	\$40.00
8394	Loader, Wheel	Bucket Capacity	4 cy	to 200		hour	\$52.00
8395	Loader, Wheel	Bucket Capacity	5 cy	to 250		hour	\$66.00
8396	Loader, Wheel	Bucket Capacity	6 cy	to 305		hour	\$82.00
8397	Loader, Wheel	Bucket Capacity	7 cy	to 360		hour	\$95.00
8398	Loader, Wheel	Bucket Capacity	8 cy	to 530		hour	\$140.00
8570	Loader-Backhoe, Wheel	Loader Bucket Capacity	0.5 cy	to 40	Loader and Backhoe Buckets included.	hour	\$14.75
8571	Loader-Backhoe, Wheel	Loader Bucket Capacity	1 cy	to 70	Loader and Backhoe Buckets included.	hour	\$23.50
8572	Loader-Backhoe, Wheel	Loader Bucket Capacity	1.5 cy	to 95	Loader and Backhoe Buckets included.	hour	\$33.00
8573	Loader-Backhoe, Wheel	Loader Bucket Capacity	1.75 cy	to 115	Loader and Backhoe Buckets included.	hour	\$38.00
8410	Mixer, Concrete Portable	Batching Capacity	10 cft			hour	\$3.25
8411	Mixer, Concrete Portable	Batching Capacity	12 cft			hour	\$4.25
8412	Mixer, Concrete, Trailer Mntd	Batching Capacity	11 cft	to 10		hour	\$8.75
8413	Mixer, Concrete, Trailer Mntd	Batching Capacity	16 cft	to 25		hour	\$15.25
8075	Motorcycle, Police					mile	\$0.35
8633	Mulcher, Trailer Mntd	Working Capacity	7 tph	to 35		hour	\$10.25
8634	Mulcher, Trailer Mntd	Working Capacity	10 tph	to 55		hour	\$15.75
8635	Mulcher, Trailer Mntd	Working Capacity	20 tph	to 120		hour	\$24.75
8430	Paver, Asphalt, Towed				Does not include Prime Mover.	hour	\$7.00
8431	Paver, Asphalt			to 50	Includes wheel and crawler equipment.	hour	\$65.00
8432	Paver, Asphalt			to 125	Includes wheel and crawler equipment.	hour	\$115.00
8433	Paver, Asphalt			to 175	Includes wheel and crawler equipment.	hour	\$125.00
8434	Paver, Asphalt			to 250	Includes wheel and crawler equipment.	hour	\$140.00
8436	Pick-up, Asphalt			to 110		hour	\$55.00
8437	Pick-up, Asphalt			to 150		hour	\$83.00
8438	Pick-up, Asphalt			to 200		hour	\$110.00
8439	Pick-up, Asphalt			to 275		hour	\$140.00
8660	Plow, Cable	Plow Depth	24 in	to 30		hour	\$10.25

**FEMA's SCHEDULE OF EQUIPMENT RATES**

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8661	Plow, Cable	Plow Depth	36 in	to 65		hour	\$27.75
8662	Plow, Cable	Plow Depth	48 in	to 110		hour	\$31.75
8450	Plow, Snow, Grader Mntd	Width	to 10 ft		Add to Grader for total rate.	hour	\$16.00
8451	Plow, Snow, Grader Mntd	Width	to 14 ft		Add to Grader for total rate.	hour	\$24.00
8452	Plow, Snow, Truck Mntd	Width	to 15 ft		Add to Truck rate for total rate.	hour	\$10.75
8453	Plow, Snow, Truck Mntd	Width	to 15 ft		With leveling wing. Add to Truck rate for total rate.	hour	\$18.50
8470	Pump			to 4	Does not include Hoses.	hour	\$2.15
8471	Pump			to 6	Does not include Hoses.	hour	\$3.20
8472	Pump			to 10	Does not include Hoses.	hour	\$4.10
8473	Pump			to 15	Does not include Hoses.	hour	\$7.75
8474	Pump			to 25	Does not include Hoses.	hour	\$9.25
8475	Pump			to 40	Does not include Hoses.	hour	\$16.00
8476	Pump			to 60	Does not include Hoses.	hour	\$18.75
8477	Pump			to 95	Does not include Hoses.	hour	\$26.50
8478	Pump			to 140	Does not include Hoses.	hour	\$31.00
8479	Pump			to 200	Does not include Hoses.	hour	\$36.00
8480	Pump			to 275	Does not include Hoses.	hour	\$80.00
8481	Pump			to 350	Does not include Hoses.	hour	\$95.00
8482	Pump			to 425	Does not include Hoses.	hour	\$120.00
8483	Pump			to 500	Does not include Hoses.	hour	\$135.00
8484	Pump			to 575	Does not include Hoses.	hour	\$155.00
8485	Pump			to 650	Does not include Hoses.	hour	\$180.00
8510	Saw, Concrete	Blade Diameter	14 in	to 14		hour	\$6.00
8511	Saw, Concrete	Blade Diameter	26 in	to 35		hour	\$13.50
8512	Saw, Concrete	Blade Diameter	48 in	to 65		hour	\$23.00
8513	Saw, Rock			to 100		hour	\$30.00
8514	Saw, Rock			to 200		hour	\$60.00
8521	Scraper	Scraper Capacity	16 cy	to 250		hour	\$90.00
8522	Scraper	Scraper Capacity	23 cy	to 365		hour	\$130.00
8523	Scraper	Scraper Capacity	34 cy	to 475		hour	\$200.00
8524	Scraper	Scraper Capacity	44 cy	to 600		hour	\$240.00
8560	Snow Blower	Capacity	2,000 tph	to 400		hour	\$140.00
8561	Snow Blower	Capacity	2,500 tph	to 500		hour	\$160.00
8562	Snow Blower	Capacity	3,500 tph	to 600		hour	\$180.00
8550	Snow Blower, Truck Mntd	Capacity	600 tph	to 75	Does not include Truck.	hour	\$37.50
8551	Snow Blower, Truck Mntd	Capacity	1400 tph	to 200	Does not include Truck.	hour	\$70.00
8552	Snow Blower, Truck Mntd	Capacity	2000 tph	to 340	Does not include Truck.	hour	\$110.00
8553	Snow Blower, Truck Mntd	Capacity	2500 tph	to 400	Does not include Truck.	hour	\$120.00
8558	Snow Thrower, Walk Behind	Cutting Width	25 in	to 5		hour	\$3.25
8559	Snow Thrower, Walk Behind	Cutting Width	60 in	to 15		hour	\$7.00
8630	Sprayer, Seed	Working Capacity	750 gal	to 30	Trailer & Truck mounted. Does not include Prime Mover.	hour	\$9.75
8631	Sprayer, Seed	Working Capacity	1250 gal	to 50	Trailer & Truck mounted. Does not include Prime Mover.	hour	\$15.00
8632	Sprayer, Seed	Working Capacity	3500 gal	to 115	Trailer & Truck mounted. Does not include Prime Mover.	hour	\$25.75
8458	Spreader, Chemical	Capacity	5 cy	to 4	Trailer & Truck mounted. Does not	hour	\$4.00
8423	Spreader, Chip	Spread Hopper Width	12.5 ft	to 152		hour	\$50.00
8424	Spreader, Chip	Spread Hopper Width	16.5 ft	to 215		hour	\$80.00
8425	Spreader, Chip, Mntd	Hopper Size	8 ft	to 8	Trailer & Truck mounted.	hour	\$3.30
8455	Spreader, Sand	Mounting	Tailgate, Chassis			hour	\$3.30
8456	Spreader, Sand	Mounting	Dump Body			hour	\$5.50
8457	Spreader, Sand	Mounting	Truck (10 yd)			hour	\$7.50
8440	Striper	Paint Capacity	40 gal	to 22		hour	\$8.75
8441	Striper	Paint Capacity	90 gal	to 60		hour	\$19.00
8442	Striper	Paint Capacity	120 gal	to 122		hour	\$37.00
8445	Striper, Truck Mntd	Paint Capacity	120 gal	to 460		hour	\$70.00
8446	Striper, Walk-behind	Paint Capacity	12 gal			hour	\$3.35
8157	Sweeper, Pavement			to 110		hour	\$59.00
8158	Sweeper, Pavement			to 230		hour	\$74.00
8590	Trailer, Dump	Capacity	20 cy		Does not include Prime Mover.	hour	\$8.00

## FEMA's SCHEDULE OF EQUIPMENT RATES

Cost Code	Equipment	Specification	Capacity/Size	HP	Notes	Unit	Rate
8591	Trailer, Dump	Capacity	30 cy		Does not include Prime Mover.	hour	\$14.00
8600	Trailer, Equipment	Capacity	30 ton			hour	\$10.25
8601	Trailer, Equipment	Capacity	40 ton			hour	\$12.50
8602	Trailer, Equipment	Capacity	60 ton			hour	\$15.00
8603	Trailer, Equipment	Capacity	120 ton			hour	\$25.00
8640	Trailer, Office	Trailer Size	8' x 24'			hour	\$1.70
8641	Trailer, Office	Trailer Size	8' x 32'			hour	\$1.75
8642	Trailer, Office	Trailer Size	10' x 32'			hour	\$2.60
8610	Trailer, Water	Tank Capacity	4000 gal		Includes a centrifugal pump with sump and a rear spraybar.	hour	\$11.00
8611	Trailer, Water	Tank Capacity	6000 gal		Includes a centrifugal pump with sump and a rear spraybar.	hour	\$14.00
8612	Trailer, Water	Tank Capacity	10000 gal		Includes a centrifugal pump with sump and a rear spraybar.	hour	\$16.50
8613	Trailer, Water	Tank Capacity	14000 gal		Includes a centrifugal pump with sump and a rear spraybar.	hour	\$20.50
8650	Trencher			to 40	Walk-behind, Crawler & Wheel Mounted. Chain and Wheel.	hour	\$11.75
8651	Trencher			to 85	Walk-behind, Crawler & Wheel Mounted. Chain and Wheel.	hour	\$25.00
8290	Trowel, Concrete	Diameter	48 in	to 12		hour	\$4.50
8680	Truck, Concrete Mixer	Mixer Capacity	13 cy	to 300		hour	\$75.00
8720	Truck, Dump	Struck Capacity	8 cy	to 220		hour	\$35.00
8721	Truck, Dump	Struck Capacity	10 cy	to 320		hour	\$45.00
8722	Truck, Dump	Struck Capacity	12 cy	to 400		hour	\$60.00
8723	Truck, Dump	Struck Capacity	18 cy	to 400		hour	\$65.00
8724	Truck, Dump, Off	Struck Capacity	28 cy	to 450		hour	\$105.00
8690	Truck, Fire	Pump Capacity	1000 gpm			hour	\$70.00
8691	Truck, Fire	Pump Capacity	1250 gpm			hour	\$80.00
8692	Truck, Fire	Pump Capacity	1500 gpm			hour	\$85.00
8693	Truck, Fire	Pump Capacity	2000 gpm			hour	\$90.00
8694	Truck, Fire Ladder	Ladder length	75 ft			hour	\$125.00
8695	Truck, Fire Ladder	Ladder length	150 ft			hour	\$150.00
8700	Truck, Flatbed	Maximum Gvw	15000 lb	to 200		hour	\$20.00
8701	Truck, Flatbed	Maximum Gvw	25000 lb	to 275		hour	\$22.00
8702	Truck, Flatbed	Maximum Gvw	30000 lb	to 300		hour	\$25.00
8703	Truck, Flatbed	Maximum Gvw	45000 lb	to 380		hour	\$43.00
8730	Truck, Garbage	Capacity	25 cy	to 255		hour	\$47.00
8731	Truck, Garbage	Capacity	32 cy	to 325		hour	\$55.00
8800	Truck, Pickup				Transporting people.	mile	\$0.50
8801	Truck, Pickup		½ ton			hour	\$14.00
8802	Truck, Pickup		1 ton			hour	\$20.00
8803	Truck, Pickup		1¼ ton			hour	\$22.00
8804	Truck, Pickup		1½ ton			hour	\$25.00
8805	Truck, Pickup		1¾ ton			hour	\$30.00
8790	Truck, Tractor	4 x 2	30000 lb	to 220		hour	\$32.00
8791	Truck, Tractor	4 x 2	45000 lb	to 310		hour	\$45.00
8792	Truck, Tractor	6 x 4	50000 lb	to 400		hour	\$55.00
8780	Truck, Water	Tank Capacity	2500 gal	to 175	Include pump and rear spray system.	hour	\$31.00
8781	Truck, Water	Tank Capacity	4000 gal	to 250	Include pump and rear spray system.	hour	\$42.00
8620	Tub Grinder			to 440		hour	\$85.00
8621	Tub Grinder			to 630		hour	\$120.00
8622	Tub Grinder			to 760		hour	\$150.00
8623	Tub Grinder			to 1000		hour	\$270.00
8753	Vehicle, Recreational			to 10		hour	\$3.00
8750	Vehicle, Small			to 30		hour	\$7.00
8761	Vibrator, Concrete			to 4		hour	\$1.15
8770	Welder, Portable			to 16	Includes ground cable and lead cable.	hour	\$5.00
8771	Welder, Portable			to 34	Includes ground cable and lead cable.	hour	\$11.50
8772	Welder, Portable			to 50	Includes ground cable and lead cable.	hour	\$16.00
8773	Welder, Portable			to 80	Includes ground cable and lead cable.	hour	\$22.00