



Logistics Technical Bulletin



“ONE TEAM . . . ONE FIGHT!”



INSIDE THIS ISSUE:

Unified Logistics	1
Pre-Event Contracts	1
Logistics Planning & Support	2
Emergency Generators	2
County Staging Areas and Points of Distribution	3
Bulk Commodities	3
Selecting Staging Areas and PODS	4
Distribution Site Plans	5 - 7
Water Projection Models	8
Ice Projection Models	9
Critical Site Survey Form	10
Base Camps	11
Bulk Water Operations	11
Facility Use Agreements	12

“One Team . . . One Fight!”

State and Federal Agencies Unify Logistics Operations

Since October 2004, most of us have participated in one or more 2004 Hurricane Season after action meetings. Some have been general in scope, and many have been focused on specific functional areas. All have produced excellent recommendations or requirements that affect how we must do business in the future, Logistics included. The reports are in, the recommendations and requirements are clear; we must now take definitive actions and be prepared for the 2005 Hurricane Season and all future operations.

Based on the recommendations, requirements and subsequent planning from several logistics related after action meetings, key state and federal agencies have collaborated on critical issues for the 2005 hurricane season. Three meetings with the US Army Corps of Engineers, FEMA / DHS and prime contractors have occurred, with the most recent in Atlanta this March to review and agree on various topics. These included NIMS integration, transition and support, commodity forecast models, pre-staging of resources, logistics terminology, asset tracking and accountability, contracting terms and conditions.

This past week in Tallahassee, we brought together subject matter experts from primary state agencies and partners of the SERT. These included the Florida National Guard, Division of Forestry, Department of Management Services, Department of Agriculture and Consumer Services, Department of Business and Professional Regulations, Department of Health, the American Red Cross and the Salvation Army. Orange County Emergency Management also participated to provide the end-user perspective to the planning efforts. The work of these meetings has generated numerous essential taskings for each agency. Most importantly, these include the development of Time Phase Force and Deployment Data Listings for each ESF. These will be combined into one master Logistics TPFDDL which will drive initial event actions.

It is the intent of this Unified Logistics Working Group to use this Logistics Technical Bulletin Series as the forum to communicate important information. **Several changes in regards to how resources will be staged and deployed in support of emergency operations are included in this first bulletin, with immediate actions required by each county prior to the 2005 Hurricane Season.** Future bulletins will be released as required. We encourage the participation of all 67 counties to provide input and comment on these various areas of discussion.

2004 State Logistics Missions

- ◆ 9.6 Million Gallons of Water
- ◆ 78.5 Million Pounds of Ice
- ◆ 14 Million Individual MRE's
- ◆ 561,000 Bulk Tarps
- ◆ 1,088 Emergency Generators
- ◆ 46 portable pumps
- ◆ 327 forklifts
- ◆ 672 pallet jacks
- ◆ 189 portable light towers
- ◆ 848,000 Gallons of Bulk Fuels
- ◆ 26,847 Tractor Trailer Deliveries

Pre-Event Logistics Support Planning and Contracts



Now is the time for counties and municipalities to review their pre-event contracts.

Historically, counties have focused primarily on debris contracts, but in light of last year's operations, counties must also plan on how they will meet essential needs such as emergency power, pumping, material handling equipment, resource support, and staffing of staging areas and distribution sites.

Counties need to begin now to pre negotiate or let contract bids to firms who will be able to support them during times of emergency.

PRE-IDENTIFICATION OF SITES:

Beginning on page 2 of this bulletin, we lay out the requirements for counties to pre-identify several logistics support elements for the 2005 Hurricane Season. These include:

- County Staging Areas (CSA)
- County Points of Distribution (POD)
- Critical Facilities Requiring Emergency Power
- Potential Emergency Worker Base Camp locations
- Potential Victim Encampment locations

HOW-TO . . .

We also address in this bulletin how to establish County Points of Distribution (POD), site and staffing plans, and quantities of bulk distribution resources based on state and federal commodity formulas.

It is essential that pre-planning be accomplished prior to this year's hurricane season in order to support the general public, as well as emergency workers affected by events within required time frames.

The State Logistics Work Group is ready to provide technical and planning support to all counties.



One PURPLE Plan: Reorganization, Coordination and Unification

Based on extensive planning meetings at the federal and State levels, the State Emergency Response Team has reorganized the Logistics Section to reflect the integration and unification of all state agencies and partners logistics plans into one document. **A Purple Plan.**

Prior to June 1, 2005 the new State Logistics Plan will be released and made available on CD to all counties.

In addition, an insert to the new Field Operations Guide (FOG) will be made in the Natural Disasters Section to reflect these changes.

A Logistics "Battle Book" will also be developed as a quick reference guide for all agencies providing tactical logistics management and support.

These new plans and procedures will be presented in a two-day training session, as well as a 90-minute workshop at

Governors Hurricane Conference in May taught by the unified team members.

All plans will now be published in **PURPLE** binders to reflect the unification of all agencies; an idea borrowed from the military.

LOGISTICS MANAGEMENT TEAMS: State Logistics has been reorganized at the State EOC and all field levels.

The three Branches of Deployment/Planning, Resource Management and Mutual Aid/EMAC have been retained with some reorganization.

The Logistics Command Group Level has been expanded to reflect unification of all support agency logistics liaisons. Representatives from each direct and support agency will join together for the twice daily Logistics Incident Planning Meetings and conference calls.

STATE LOGISTICS STAGING AREAS: The organizational structure of State Logistics Staging Areas has also been reorganized to reflect a unified structure. Greater emphasis on throughput, while maintaining accountability, has been incorporated into revised plans and guidelines, based on last year's events.

SUPPORT TO COUNTIES: The State Logistics Section will now provide a Logistics Support Team to each affected county.

This team will comprise of one Logistics Specialist (either FLNG or DoF) assigned to the county EOC, who will coordinate with Logistics Liaisons assigned to the County Staging Area and each County POD.

These staff will not manage the sites, but coordinate effective communications between sites, and local, state and federal logistics elements.

STATE, FEDERAL, VOLAG AND CONTRACTOR COORDINATION: Close coordination and support plans have been developed with our federal partners; primarily FEMA and the US Army Corps of Engineers as well as prime contractors and voluntary agencies.

The federal government is presently reexamining how they let and manage contracts, using current Florida models as an example. We will most likely see greater flexibility in how they support the states.

Prime and sub-contractors are also looking at how they will support operations, and are working with key federal agencies to streamline operations where possible.

Both the American Red Cross and Salvation Army at the State and National Levels are also revisiting their plans.

Emergency Power for Critical Facilities



In order to expedite the processing of emergency power requests (generators) in the future, each county will be required to pre-identify and prioritize each of their critical facilities.

The primary reason for a delay in installing emergency power, is that not enough information is known about the site, true surge power requirements, method of connection to the facility, access to the site and other critical factors.

On Page 10, is a form that should be used to survey each site for future power requests.

Counties may conduct their own survey if they have the technical expertise to do so, or may participate in a program coordinated by the Division of Emergency Management with Sunbelt Rentals. Sunbelt has agreed to conduct site surveys at no cost to either the State or

county, if the county provides them with a comprehensive list, of prioritized facilities.

Lists must be prioritized by the county as follows:

- LIFE SAVING:** Facilities such as hospitals, 911 centers / PSAP's, EOC's.
- LIFE SUSTAINING:** Facilities such as nursing homes, water treatment plants, potable water pumping stations, special needs shelters, fire stations.
- INFRASTRUCTURE SUPPORT:** Facilities such as draw bridges, waste water pump stations, key traffic/signal control points, lift stations. *Note that a ratio of 1 generator per X lift stations must be calculated, so that a team can travel between sites to pump lift stations every 24-hours.*

PUBLIC versus PRIVATE: There is a fine line between supporting government owned facilities and privately owned facilities.

Technically, privately owned facilities are responsible for developing their own Business Continuity Plan, just as government facilities are responsible for their Continuity of Operations Plan. Each is responsible for ensuring that they can operate in the event of an emergency.

As part of their risk assessment process, each should determine the acceptable level of risk and requirements for continuing operations in the event of a power outage.

Based on this assessment, each should preferably install emergency generators at sites that must be maintained; or at the very least install manual transfer switches in advance of

an event to permit the legal connection of a generator to the site.

Each should also let pre-event contracts with vendors to supply them with emergency generators, as well as support services such as refueling and preventative maintenance every 250-hours of operation.

STATE and FEDERAL SUPPORT: In the event that after advance planning and contracting, emergency generators are still required, site surveys will permit faster deployment of these assets.

The State does not maintain a cache of generators. These are obtained through leasing arrangements. Note that once installed at the request of a county, the lease costs are transferred from the State to the County under a county purchase order.

County Staging Areas (CSA) and Points of Distribution (POD)

The types and quantity of resources that the public will need in the aftermath of disasters or other crisis will vary due to several factors, and no one event will be just like another.

Each county is required to survey and identify at least one County Staging Area (CSA), and multiple Points Of Distribution (POD), based on distribution models and projections.

These sites will be used for the purpose of receiving and distributing bulk emergency relief supplies such as water, ice, food and tarps within the first 24-96 hours after an event. All sites are to be included in the County CEMP, with copies forwarded to FDEM. These sites will be incorporated into the 2005 Statewide Hurricane Exercise.

COUNTY STAGING AREAS: County Staging Areas (CSA) must be pre identified, and capable of receiving resources within 24-hours post event.

Sites must have at least one fork lift and two pallet jacks to facilitate the immediate off-loading of resources. The State will push an initial allocation of resources to each affected county, but must be able to turn trucks around to immediately pick up additional loads.

COUNTY POINTS OF DISTRIBUTION: The purpose of POD's are to establish initial points where the general public will obtain life sustaining emergency relief supplies until such time as power is restored, and traditional facilities such as Comfort Stations, fixed and mobile feeding sites and routes, and relief social service programs are in place.

Note that Comfort Stations and the like are NOT to be collocated with Distribution Sites, in that traffic must be kept moving through these sites. Comfort Stations meet different needs, and may be established as required in a community several days later.

The State will push resources directly to each POD within the first 24-hours and stands ready to support counties in the management of these sites if required, but counties must address assuming full staffing within 72-hours post event. CERT, scouts and Citizen Corps volunteers are good possibilities.

Figures 3—8 to this technical bulletin outline three possible site plans counties can immediately activate post event. **Figures 9 & 10** review water and ice forecast models that will be used in future operations.

Allocation of emergency resources are now based on an agreed upon standard State/Federal model:

- ◆ 1 Gallon of water per person, per day (4 Liters)
- ◆ 8 pounds of ice per person, per day (1 Bag)
- ◆ 2 MRE's or equivalent, per person, per day
- ◆ 1 each 20' X 25' Tarp

Initial distribution a family of three persons would receive at a POD in each vehicle are:

- 1 case of water (12 liters)
- 2 or 3 bags of ice
- 6 each MRE's
- 1 tarp

> 1 truck of water = 1,500 vehicles
 > 1 truck of ice = 1,666 vehicles
 > 1 truck of MRE's = 3,624 vehicles
 > 1 truck of tarps = 4,400 vehicles

Once a consistent course of resources can be assured, burn rates established and par-levels set, commodities will then be increased, such as water to 2 -3 gallons per person per day.

RESOURCE PLANNING: One key aspect of bulk commodities planning is the understanding of the "pipeline effect".

The need for bulk commodities is directly proportional to commercial power. If the power is out, the need is there. When the power returns, (with the exception of a contaminated water supply) the need is gone, or is greatly diminished.

See Page 4

Bulk Distribution of Resources

Extensive studies have been conducted by both the State and the US Army Corps of Engineers. Past operations have shown that for emergency / life sustaining purposes, water is the most urgent requirement, followed by food, and last by ice.

When ordering resources, the limiting factor is the maximum throughput of the distribution system, or cars per hour, per site that can be loaded.

PODs are continuous drive-through sites, where the public does NOT get out of their vehicles, but only drive through the site where volunteers load resources into the trunks of cars, and the public can obtain information.

600,000 PERSON PROJECTION MODELS

WATER:

- 4 liters or 1 gal per person (3.79 liters per gal)
- 18,000 liters or 4,750 gal per truck
- 20 Pallets per Truck, 900 liters per Pallet, 237 gal per Pallet, 1900 # per pallet
- 212 Trucks = 1 Million Gal (1 Million persons) (1½ Day Supply)

ICE:

- 8# (1bag) per person per day
- 40,000 # per Truck Load
- 20 Pallets per Truck, 2000# per Pallet, 250 - 8# bags per pallet, 5,000 Bags per Truck
- 25 Trucks = 1 million #
- 200 Trucks = 1 Million Persons (1½ Day Supply)

MRE's:

- 2 MREs per person per day
- 21,744 MREs per truck load
- 20 Pallets per truck
- 12 MREs per case, 1812 cases per truck
- 92 truck loads = 2 million MREs = 1 Million Persons (1½ Day Supply)

TARPS:

- 4,400 tarps per truck load
- Tarp size is generally 20' x 25' or 20' X 40'

DISTRIBUTION SITES:

- Based on past experience, a well planned and operated distribution point with one lane of traffic and 3 loading points can service 145 cars per hour. Based on a 12 hour work day, about 1,700 vehicles or 1,700 x 3 = 5,100 people can be served.



Trucks of resources, (water, food ice and tarps) need to turn around and be off-loaded within 4-hours. In typical POD operations, this should not be a difficulty since distribution should move quickly.

All commodities can be off-loaded onto the ground, and covered with tarps if necessary since they will be on pallets.

Studies have been conducted regarding off-loading ice, and have shown that it takes about 3-days for a wrapped pallet of ice to melt. Meaning that there is no reason why ice cannot be off-loaded at PODS and staging areas active in redistribution.

Selecting County Managed Staging Areas and PODS

Pre selecting field logistics sites in advance of an event is imperative. There are numerous considerations that must be addressed and that are unique to each county.

COUNTY STAGING AREAS: County Staging Areas (CSA) are typically leveled as a Type III

While all counties may not have the availability of a full time formal warehouse facility, when selecting a site, we make every effort to find facilities that have the following.

- 50,000 square feet of warehouse storage.
- At least one loading dock — preferably two
- 150,000 square feet of hardstand (parking lot)

Hardstand preferably is paved surface, but unpaved would be acceptable IF it was hard packed ground and able to support semi trailers weighing about 65,000 pounds without sinking into the ground.

- One forklift and two pallet jacks, minimum on site.
- A 300' X 300' designated area, clear of wires, for a helicopter landing zone.

The site should be located adjacent to a major highway and have the ability to establish safe one-way traffic through the compound and reasonably secured.

County Staging Areas must also be located in a region that can support county wide relief operations. For this reason, we recommend each county selecting three potential sites for use.

Areas that have been previously used as County Staging Areas:

Flea markets, agriculture centers/ farmers markets, county public works yards, industrial parks, small airports, fairgrounds or leased facilities.

POINTS OF DISTRIBUTION: County PODS are critical to the success of providing immediate relief to affected citizens.

The strategic placement of Distribution Centers around the county must take several factors into consideration.

First, population base; each site must serve the community in which it is located. Referring to the three POD site plans on the following pages, a county may require one or more Type I POD's in a densely populated area, while Type II and Type III sites would serve outlying areas and special communities. Each POD has a projected Area Of Responsibility (AOR).

Counties should refer to their census track maps to determine population bases, then match the POD Types accordingly.

More than one Type I site may be required in a given community due to the second factor.

The following web site provides census track map data.
(Refer to example below)

<http://www.census.gov/census2000/states/fl.html>

Second, geography and travel distance. In "Blue Sky" planning meetings, a distance of 5—10 miles may not seem like a great distance.

In a post disaster event, it may be impossible to travel these distances due to debris, blocked traffic routes, flooding, damaged bridges or other impediments that would restrict the public from accessing a site.

For this reason, multiple POD's of varying Type sizes, should be planned for based on known flood planes, bridges, canopy roads, and other factors. Sites should be placed on major roads that allow four lanes where possible.

Third, remote and special communities. One cannot assume that the public will travel far from their homes to access resources.

For this reason, Type III POD's should be planned for in small communities, large sub-division development tracks, migrant worker camps, Indian reservations, low income areas, and barrier islands.

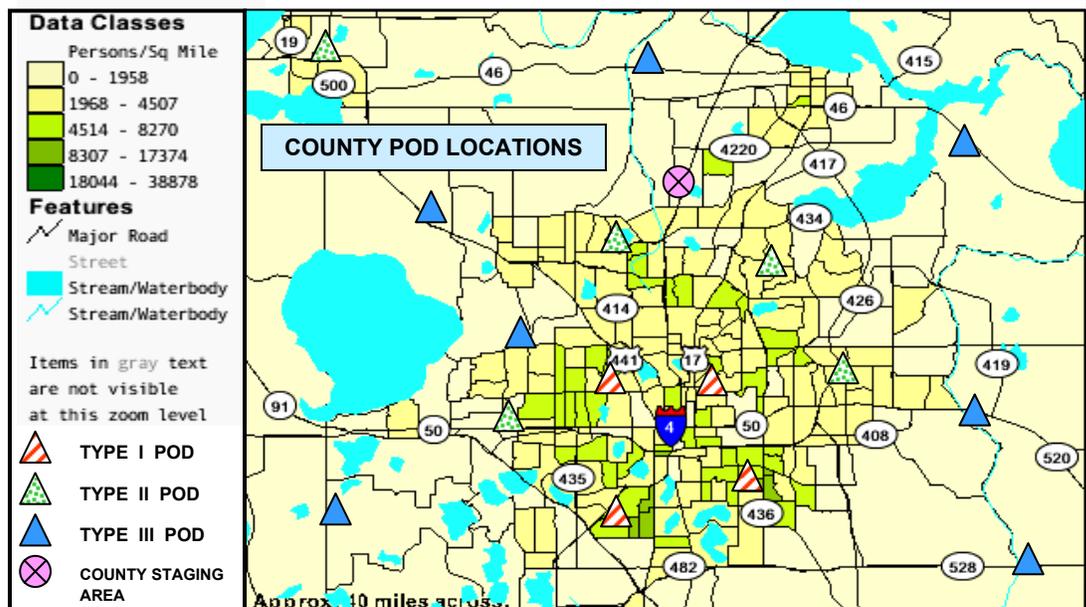
As mentioned previously, Comfort Stations and feeding kitchens are NEVER collocated with PODS, so that traffic may flow at maximum throughput.

MOBILE DISTRIBUTION: in some cases, counties should plan for mixed load mobile distribution to isolated farms and small plantations, nursing homes, adult living facilities, the homebound and elderly, trailer and mobile home parks, special facilities such as prisons, work camps, and isolated marinas that have fewer than 100 people.

Agencies such as the American Red Cross and Salvation Army may have the ability to conduct limited mobile distribution to these areas while conducting feeding operations, but each county must address how they will conduct mobile operations in advance.

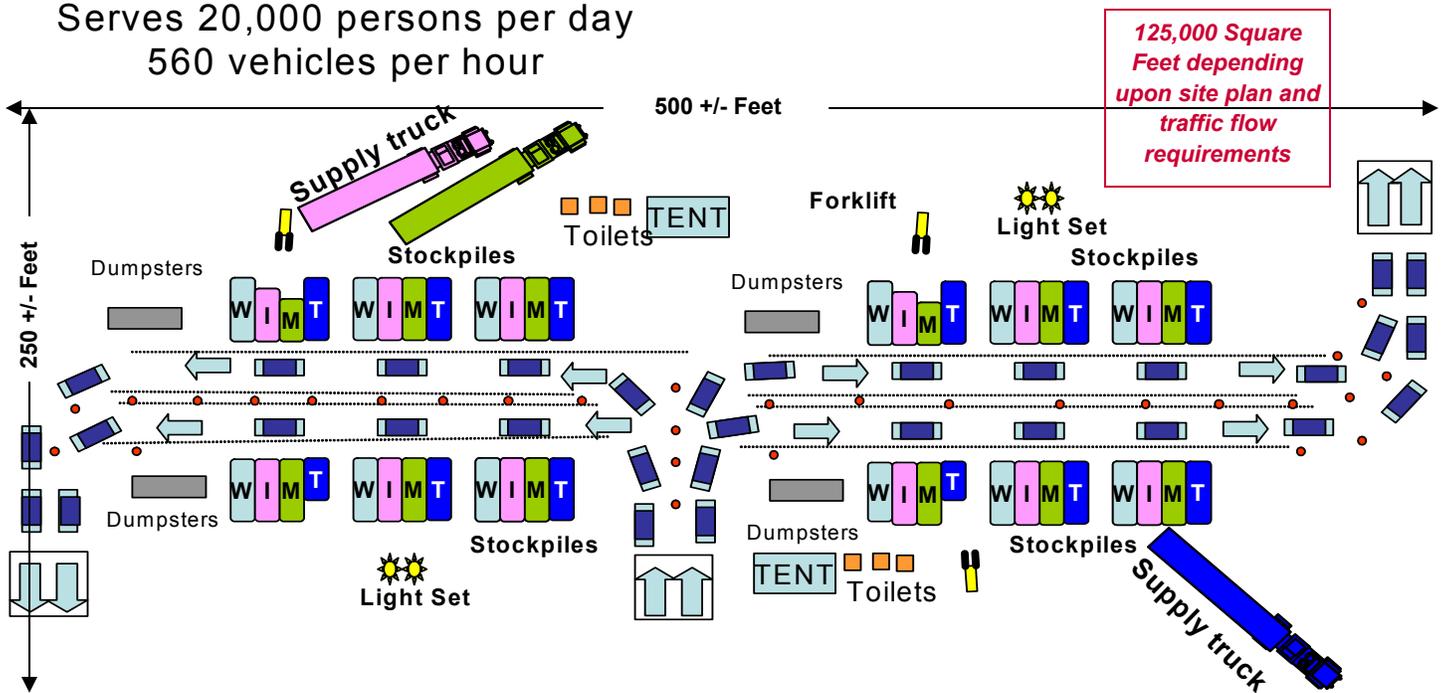
POD MANAGEMENT: PODs of all Types need to be evaluated throughout the operation. As power is restored in a community, roads opened, stores reopening, and social services established, the quantity, location or size (Type) of PODS will need to be adjusted. Some sites will close, and others may be consolidated or right-sized.

POD Projection Models have been developed in MS Excel and are available via e-mail from the FDEM Logistics Section



TYPE I - DISTRIBUTION POINT

Serves 20,000 persons per day
560 vehicles per hour



Note: Individual vehicles drive through and Ice & water is loaded into their trunks. Recommend One case water, 2 or 3 bags of ice per vehicle and 6 MRE's.

Supply trucks for Ice, Water, MRE's and Tarps are to be off-loaded promptly and returned for re-supply.

Maximum Loads per Day – Type I

Water	4
Ice	4
MRE	2
Tarp	2

Figure 3

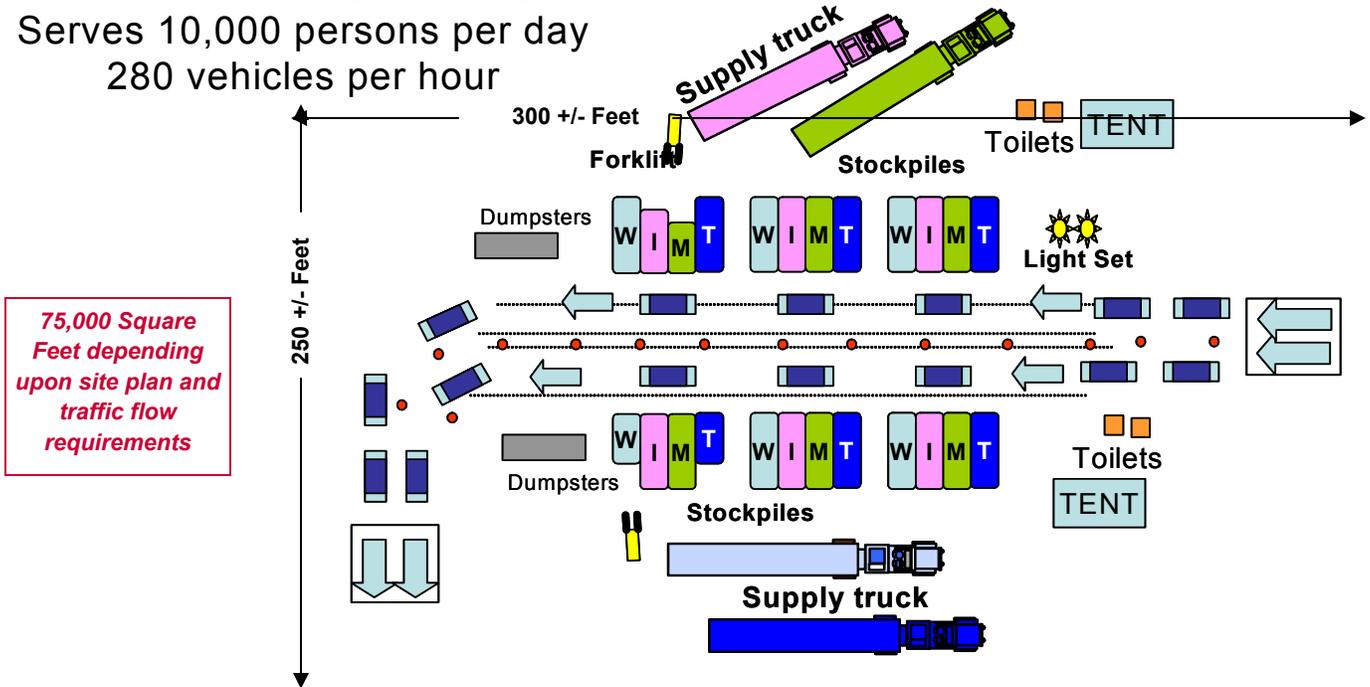
Type I Distribution Point Resources Required

Type I Distribution Point					
Manpower				Equipment	
Type		Day	Night	Type	Number
Local Responsibility	Manager	1	0	Forklifts	3
	Team Leader	2	1	Pallet Jacks	3
	Forklift Operator	2	3	Power Light Sets	2
	Labor	57	4	Toilets	6
	Loading Point	36		Tents	2
	Back-up Loading PT	18		Dumpsters	4
	Pallet Jacks Labor	3		Traffic Cones	30
	Totals	70	9	Two-way radios	4
Others	Law Enforcement	4	1		
	Community Rel.	4	0		
Grand Total		78	10		

Figure 4

TYPE II - DISTRIBUTION POINT

Serves 10,000 persons per day
280 vehicles per hour



Note: Individual vehicles drive through and ice & water is loaded into their trunks. Recommend One case water, 2 or 3 bags of ice per vehicle and 6 MRE's

Supply trucks for Ice, Water, MRE's and Tarps are to be off-loaded promptly and returned for re-supply.

Maximum Loads per Day – Type II

Water 2

Ice 2

MRE 1

Tarp 1

Figure 5

Type II Distribution Point Resources Required

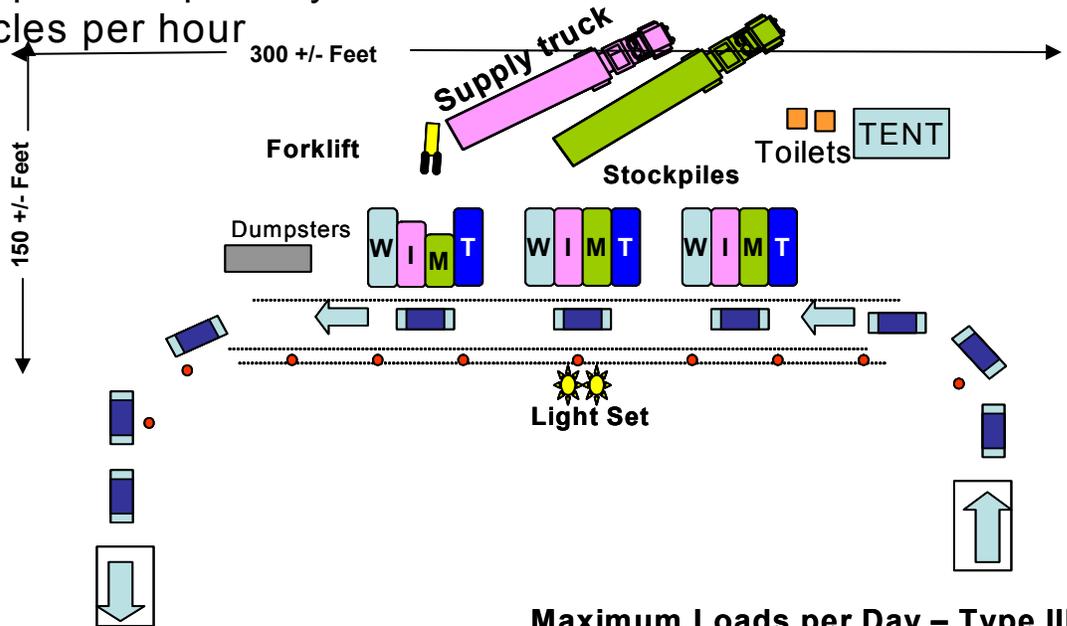
Type II Distribution Point					
Manpower			Equipment		
Type	Day	Night	Type	Number	
Local Responsibility	Team Leader	1	0	Forklifts	2
	Forklift Operator	1	2	Pallet Jacks	2
	Labor	28	3	Power Light Sets	1
	Loading PT	18		Toilets	4
	Back-up Loading PT	9		Tents	2
	Pallet Jacks Labor	1		Dumpsters	2
Totals	30	5	Traffic Cones	15	
Others	Law Enforcement	2	1	Two-way radios	0
	Community Rel.	2	0		
Grand Total	34	6			

Figure 6

TYPE III - DISTRIBUTION POINT

Serves 5,000 persons per day
140 vehicles per hour

45,000 Square Feet depending upon site plan and traffic flow requirements



Maximum Loads per Day – Type III

Water	1
Ice	1
MRE	1/2
Tarp	1/2

Note: Individual vehicles drive through and Ice & water is loaded into their trunks. Recommend One case water, 2 or 3 bags of ice per vehicle and 6 MRE's

Supply trucks for Ice, Water, MRE's and Tarps are to be off-loaded promptly and returned for re-supply.

Figure 7

Type III Distribution Point Resources Required

Type III Distribution Point						
Manpower				Equipment		
Type		Day	Night	Type	Number	
Local Responsibility	Forklift Operator		1	1	Forklifts	1
	Labor		15	2	Pallet Jacks	1
	Loading PT	9			Power Light Sets	1
	Back-up Loading PT	5			Toilets	2
	Pallet Jacks Labor	1			Tents	1
	Totals		16	3	Dumpsters	1
Others	Law Enforcement		2	1	Traffic Cones	10
	Community Rel.		1	0	Two-way radios	0
Grand Total		19	4			

Figure 8



Water Planning Model

- People without power $\times 0.6 =$ People requiring water
- People requiring water $\times 1$ gallon/day = One day water requirement

Sample Water Model: The following table shows how the gallons of water needed for 200,000 households (600,000 People) for the first 24 days.

Day	Gallons of Water	Truck Loads
D+1	360,000	76
D+2	347,657	73
D+3	335,314	71
D+4	322,971	68
D+5	310,629	65
D+6	298,286	63
D+7	285,943	60
D+8	273,600	58
D+9	241,843	51
D+10	214,055	45
D+11	186,268	39
D+12	158,480	33
D+13	130,693	28
D+14	102,905	22
D+15	75,118	16
D+16	51,300	11
D+17	44,888	9
D+18	38,475	8
D+19	32,063	7
D+20	25,650	5
D+21	19,238	4
D+22	12,825	3
D+23	6,413	2
D+24	0	1

Assumptions

- Number of households w/o power:..... 200,000
- Number of people w/o power (households $\times 3$).....600,000
- Number of people requiring water (people w/o power $\times 0.6$)... 360,000 persons
- D+1 gal. required (1 gallon \times people requiring water)... 360,000 gallons

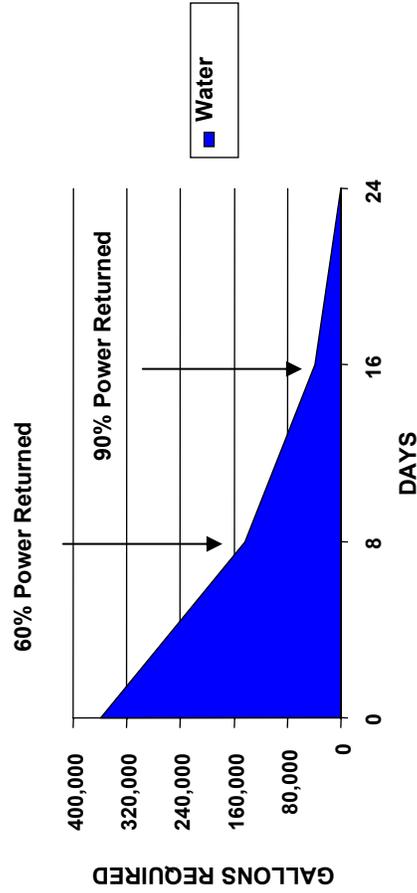


Figure 9

Warning: Do not base projects on this model only, but also take into consideration other factors to include distribution capabilities, other sources of water (local sources, state and volunteer efforts, etc.), and power restoration capabilities.

Ice Planning Model



- People without power $\times 0.6 =$ People requiring ice
- People requiring ice $\times 8 \text{ lbs}/2000 \text{ lbs} =$ One day ice requirement (tons)

Sample Ice Model: The following table shows the amount of ice needed for 200,000 households (600,000 people) for the first 24 days.

Day	Tons of Ice	Truck Loads
D+1	1,440	72
D+2	1,399	70
D+3	1,358	68
D+4	1,317	66
D+5	1,275	64
D+6	1,234	62
D+7	1,193	60
D+8	1,152	58
D+9	1,010	51
D+10	868	43
D+11	726	36
D+12	584	29
D+13	442	22
D+14	300	15
D+15	158	8
D+16	158	8
D+17	139	7
D+18	119	6
D+19	99	5
D+20	79	4
D+21	59	3
D+22	40	2
D+23	20	1
D+24	0	0

Assumptions

- Number of households w/o power:..... 200,000
- Number of people w/o power (households $\times 3$)..... ..600,000
- Number of people requiring ice (people w/o power $\times 0.6$).....360,000
- D+1 Tons required (8 lbs. \times people requiring ice/ 2,000 lbs)1,440 tons

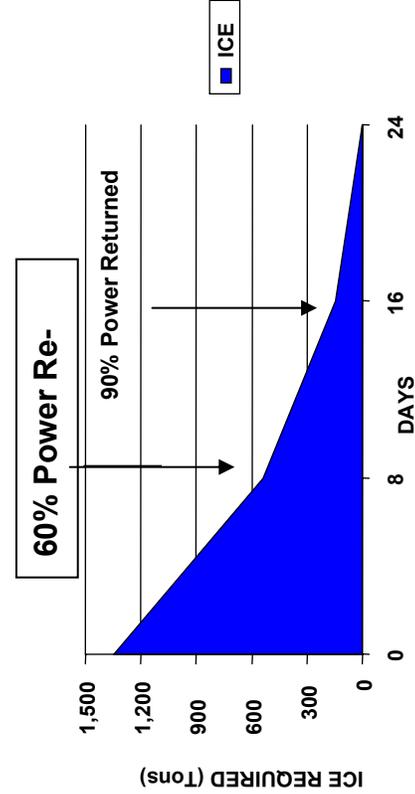


Figure 10

Warning: Do not base projects on this model only, but also take into consideration other factors to include distribution capabilities, other sources of ice (local sources, state and volunteer efforts, etc.), and power resto-



EMERGENCY GENERATOR CRITICAL FACILITY SITE SURVEY

CRITICAL FACILITY PRIORITY: LIFE SAVING LIFE SUSTAINING INFRASTRUCTURE

FACILITY USE / PURPOSE:

NAME OF FACILITY:

COUNTY :		FDEM SYSTEM SITE NUMBER:
-----------------	--	-------------------------------------

MUNICIPALITY:

PRIMARY POC:	PHONE:	
---------------------	---------------	--

ADDRESS:

CITY:	STATE:	FL	ZIP:	
--------------	---------------	-----------	-------------	--

LATITUDE:	LONGITUDE:	
------------------	-------------------	--

FACILITY POC:	PHONE:
----------------------	---------------

NAME OF POWER COMPANY:	FACILITY PEAK LOAD:
-------------------------------	----------------------------

UTILITY CONNECTION ABOVE OR BELOW GROUND:	TOTAL AMP DRAW:
--	------------------------

TRANSFORMER TYPE:	MAX VOLTAGE:
--------------------------	---------------------

# OF SERVICE DROPS:	(circle) Y or Δ	FEEDER CABLE SIZE:
----------------------------	-----------------	---------------------------

SERVICE DROP TYPE:	Overhead or Underground	Xfmr MOUNT TYPE:	Pad or Pole
---------------------------	-------------------------	-------------------------	-------------

GENERATOR PLACEMENT SITE OBSTRUCTIONS: (Gate, fence, plants etc.)	EMERGENCY GENERATOR CONNECTION POINT:
---	--

GENERATOR KW RATING REQUIRED AT 75% LOAD:	SIDE OF FACILITY:
--	--------------------------

DISTANCE FROM TRAILERED GENERATOR TO CONNECTION POINT:	METHOD OF CONNECTION TO FACILITY:
---	--

LENGTH OF CABLE REQUIRED TO COMPLETE CONNECTION:	DOES FACILITY HAVE AN ATS OR MTS? <input type="checkbox"/> ATS <input type="checkbox"/> MTS <input type="checkbox"/> NONE
---	---

ABILITY TO OFF-LOAD GENERATOR: TYPE EQUIPMENT:	<input type="checkbox"/> YES <input type="checkbox"/> NO STAFF AVAILABLE TO MAINTAIN GENERATOR:
--	--

ON-SITE REFUELING CAPABILITY:	DATE OF SURVEY	BY	
--------------------------------------	-----------------------	-----------	--

COMMENTS:

Emergency Responder Base Camps

BASE CAMPS: The State Unified Logistics Section takes the lead on establishing Base Camps, and maintains site plans and qualified vendors to establish these under contract.

These contracts are developed as "Bare Base—Turn-Key" with vendors, with the exception of the State assigning a Type III Incident Management Team, and site security.

Base Camps are Typed as Type I—IV and provide 24-hour:

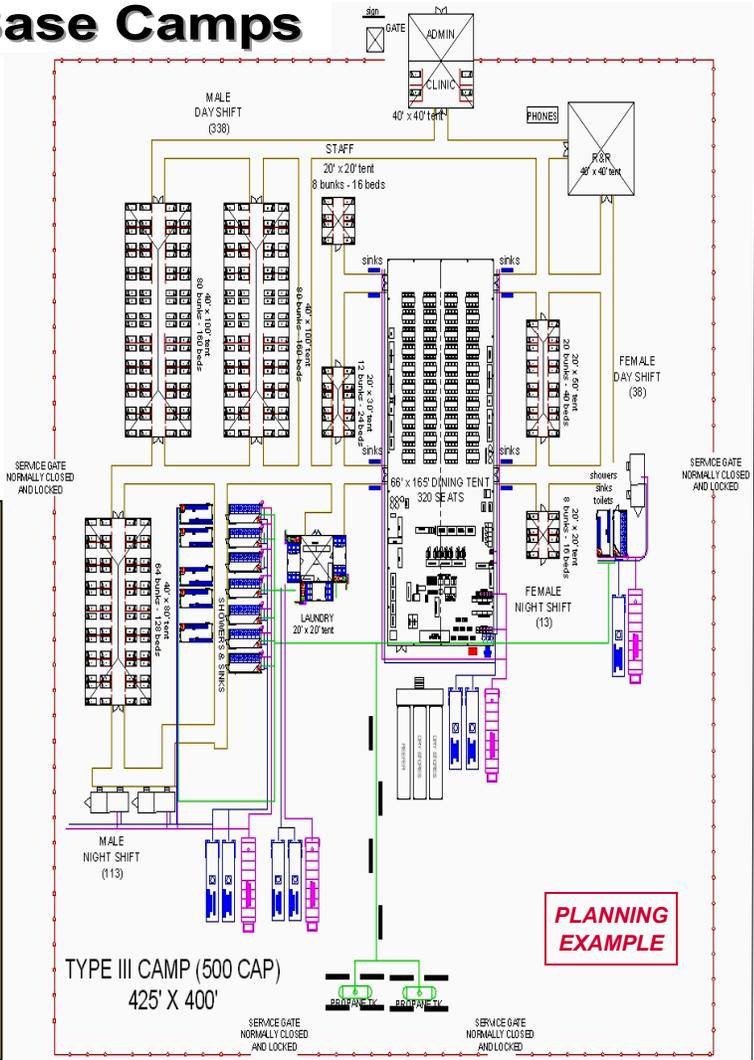
- > Billeting
- > Food Services
- > Showers & Restrooms
- > Laundry Services
- > Morale & Welfare Services

Responders from government and non-profit agencies are permitted to use these facilities, but Camps are not established for profit based companies such as utility and debris firms who have the ability to contract on their own.

Emergency Responder Base Camps are established under one of two conditions.

- ◆ There are inadequate billeting and food services for responders within a reasonable distance from the affected area (s).
- ◆ If sending in emergency workers would occupy all, or the majority of available hotel accommodations, thus leaving no available rooms for disaster victims. This would extend the emergency shelter requirements.

BASE CAMP TYPING	
Type I = 1000 Workers	
CAMP = 223,125 Sq. Ft	
PARKING = 568,875 Sq. Ft	
TOTAL: 792,000 Sq. Ft	
Type II = 750 Workers	
CAMP = 201,875 Sq. Ft	
PARKING = 375,625 Sq. Ft	
TOTAL: 577,500 Sq. Ft	
Type III = 500 Workers	
CAMP = 170,000 Sq. Ft	
PARKING = 190,000 Sq. Ft	
TOTAL: 360,000 Sq. Ft	
Type IV = 250 Workers	
CAMP = 170,000 Sq. Ft	
PARKING = 111,250 Sq. Ft	
TOTAL: 281,250 Sq. Ft	



Bulk Water Operations

A mission request for bulk water should be restricted to fixed facilities that have been pre inspected and plumbed for such operations.

Just as in pre-wiring a facility to accept an emergency generator with a Manual Transfer Switch (MTS), facilities that depend on a large flow of pressurized water, such as hospitals and dialyses centers, should invest in pre-installing a tanker connection system.

Over 38 hospitals in the Central Florida area have completed these connections in past years.

The process is fairly simple, but must be completed by a licensed engineering firm.

The facility is inspected to determine connection points in that some may have more than one. A by-pass gate valve, back-flow protector and demand pump are then installed.

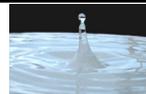
These connections then permit the system to be redirected from the public utility, and connected to a battery of 6,000 gallon water tankers.

The demand pump then cycles on and off to maintain the set water pressure required. As

one tanker drafts down, water drafts from the next tanker so that the first can be bypassed and switched out.

Facilities should have pre-event contracts in place with vendors to provide the necessary water.

★ ★ ★ ★ ★
 Tankers SHOULD NOT be requested for placement in a community for people to obtain water on their own. Although this used to be common practice in the past, there are serious health concerns related to the public using their own containers to obtain water, in that the sanitation of the container cannot be verified.



In addition, the availability of food grade tankers are extremely limited due to costs, and are usually committed to full time commercial operations. We prioritize these tankers missions to fixed facilities and base camps.

The old military "water buffalo" are things of the past. They are very difficult to find, and are limited to only 300 gallons. Some counties may still own a few, but they should be reserved to support agriculture missions.

State of Florida —
 Unified Logistics Section
 State Emergency Response Team

State of Florida
 Division of Emergency Management
 Response Bureau
 Logistics Section
 2555 Shumard Oak Blvd.
 Tallahassee, FL 32399-2100

POC: Chuck Hagan, Logistics Chief
 Phone: 850-410-1263
 Fax: 850-488-6250
 E-mail: charles.hagan@dca.state.fl.us



State Logistics Work Group

"One Team . . . One Fight!"



STATE LOGISTICS DOCUMENTS — SUPPLEMENTAL ORDER FORM

Description	Qty.
State Logistics Plan— CD Only	
Logistics "Battle Book" - CD	
Logistics "Battle Book" - Print <i>(Limit 2 per county)</i>	
State LSA Operations Guide—CD Only	
State Field Operations Guide—Print <i>(Also available through your RDSTF)</i>	

State Logistics Plan CD includes current Logistics Briefings and Training Courses. DOCUMENTS WILL BE AVAILABLE FOR SHIPMENT AFTER JUNE 15, 2005

Each county will receive one official bindered set of documents upon publication.

Name: _____
 Agency: _____
 Address: _____
 Phone: _____
 E-Mail: _____

- State Logistics Plan
 Logistics Battle Book
 Field Operations Guide (Nov. 2005)

Additional printed document sets will be shipped loose, and DO NOT include a binder due to costs.

Facility Use Agreements

Each potential site to be used for emergency relief or operations should be under a Facility Use Agreement.

Each potential site must be inspected to determine suitability for use as one or more of the following:

- State Logistics Staging Areas (LSA)
- State Mobilization Area (MOBAREA)
- Federal Operational Staging Areas (OSA)
- County Staging Areas (CSA)
- County Point of Distributions (POD)
- Comfort Stations (CS)
- Forward Operations Base (FOB)
- Emergency Worker Base Camp Sites (BC)
- Long Term Victim Encampment Sites (VE)

Site plans should be developed for each site to include 24-hour contact information, square footage of warehouse space as well as hard stand, available storage space, use of loading docks, forklifts, pallet jacks, electricity, telephones, restrooms, potable water and potential helicopter landing zone (LZ).

Written agreements should be in place in advance. These agreements must cover the terms and conditions of use, use/rental fees, utility fees, liability coverage, containment and maintenance of the site/facility, labor costs of support staff, security of the site, restricted areas, and entrance and exit routes.

Prior to use during an event, each site will need to be inspected for potential damages and suitability for use. The site manager must conduct a walk-through with the facility owner/



manager to pre-identify any damages prior to occupancy, and note such on the inspection report.

All sites are required to have a Safety Officer on site, or one who covers multiple sites in not more than a 10-mile geographic area.

Security must be provided at each site. Federal and State agencies will provide security for their sites. Local governments must provide security, or request assistance through the SEOC.

Proper demobilization of the sites is just as important. Be sure to conduct a post occupancy walk through to record any damages. Also, be sure all borrowed or leased equipment is returned.