The Public Works Mutual Aid Agreement

Presented by: Dave Rickard, Santa Barbara County Disaster Recovery Manager
• REQUESTING PUBLIC WORKS MUTUAL AID
  – City to City
  – City to Operational Area EOC
  – Operational Area EOC to neighboring Operational Area
  – Operational Area to Los Angeles County Department of Public Works
• Basic tenets of the Agreement
  – Local emergency must be proclaimed
  – Assistance is voluntary
  – Requesting party pays all direct, indirect, administrative and contracted costs
  – Jurisdictions should reasonably commit their own resources first
  – Mutual aid between operational areas must flow through the region
• In order for the PWMAA to work you have designated a PUBLIC WORKS MUTUAL AID AGREEMENT COORDINATOR – Acts on behalf of the jurisdiction on all matters regarding PWMAA to include requests, response, reimbursement and administrative issues.
– Only registered names can request
• Coordinators designated by each party shall be designated by Title, Name, Address and Phone Number, and if said Coordinator changes, the other parties of the Agreement shall be notified in writing as soon as practical after the appointment has been made through the Agreement Coordinator designated in Paragraph 18 hereinafter.
• Example, using the City of Goleta
  – Steve or Robert calls either the EOC OP number or Scott McGolpin—being the EOC isn’t operational as-of-yet.
    • Whoever answers they are notified what the call is regarding (mutual aid), you will be forwarded to Scott, Tom Fayram or myself. Then,
    • You have a request list verbal (and written out) ready to fax for the WHO (to report to), WHAT (is damage), and WHERE (to report) and WHAT equipment or man power needed (all equipment comes with the agency’s operator, unless otherwise arranged with the coordinator)…
• Incident Name:
• Requesting Jurisdiction:
• Resource:
• Quantity:
• Operator: yes/no/not applicable
• Purpose:
• Deliver to where:
• Deliver to whom:
• When needed:
• Request: Approve/Denied
• Why Denied: Resource not available/Do not have requested resource
• Request Approved: Assigned Resource
• Resource Deployed:
• Estimated Duration (days/time):
• Operator Assigned: yes/no
• Project Number Assigned (must be billable project number)
• Example, Check List for (Goleta) or any City -
  – 1. Local Agency has assessed and determined they need assistance
  – 2. A local emergency is proclaimed (by your Council or Board) and that information is forwarded to the County Operational Area
  – 3. With Proclamation of a local, you can request mutual aid via your PW mutual aid coordinator
  – 4. Be specific on request to type and quantity of resources, when to report, who to report to, how long needed, type of work to be performed.
  – 5. The requesting party will make all necessary arrangements to house, feed, and care for the assisting parties personnel and equipment
  – 6. The requesting part will document all cost by specific damage site according to FEMA Procedures. The names of assisting personnel and equipment at each site is recorded and hours work via a daily log.
  – 7. Resources are returned to the assisting parties’ as soon as possible
• Responsibility of Responding Party to
  – 1. Have standard rates (Caltrans) everyone uses and agrees to.
  – 2. Specialized equipment or personnel rates are set by the existing annual rate programmed for that fiscal year by the responding agency.
  – 3. To invoice within 21 working days after initial request (task) is completed.
  – 4. Document all request per FEMA/State OES standards – the Who, What, Where, Whys and $$$
  – 5. Call requesting agency and inquire about customer satisfaction.
Responsibility of Requesting Party

1. Maintain all records like you would for FEMA -

2. Present Mutual Aid Agreement to FEMA/OES. Mutual Aid Agreement is what your Council Signed

3. Keep your list of coordinator/s updated

4. Pay all Mutual Aid Contracts ASAP
Chain of REQUEST – Revisited (Example using City of Goleta)

1. Goleta calls County for equipment (with operator – unless otherwise noted between coordinator/s)

2. County is too busy – no equipment available, Goleta may call any City within the County for assistance (being the Cities are all in the Mutual Aid Agreement) if Goleta goes out of the region, then

3. Must be done by the Operational Area (EOC) and may be any City within the Operational Area boundaries.
Members of the Public Works Mutual Aid Agreement and the Assigned Coordinators

- County – Scott McGolpin, Tom Fayram, Dave Rickard
- Cities are –
  - Carpinteria, Coordinator - Dave Durfinger,
  - Santa Barbara, Christine Andersen & Pat Kelly
  - Goleta, Steve Wagner & Robert Morgenstern
  - Solvang, Tully Clifford
  - Buellton, Bill Albrecht & Steve Thompson
  - Lompoc, Larry Bean
  - Santa Maria, Dave Whitehead
  - Guadalupe, Carolyn Galloway-Cooper
Questions

www.pwmaa.org