

**UASI Proposal 3A:
Regional Debris Operations Plan Development**

March 1, 2005

Submitted by: RESF #3 Public Works and Engineer (Debris)
COG Solid Waste Managers Group

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APPLICANT PROFILE



GOVERNMENT OF THE
DISTRICT OF
COLUMBIA

APPLICANT PROFILE

FY 2005 Homeland Security Grant Program: Urban Areas Security Initiative			
PROJECT TITLE:	3A - Regional Debris Operations Plan Development		
EMERGENCY SUPPORT FUNCTION:	RESF 3 (Debris)		
PROJECT PERIOD:	April 15, 2005 through January 31, 2007		
PROJECT SYNOPSIS:	The project has two main tasks: (1) development of debris management operations plans for local governments in the NCR that are lacking a plan, plus development of facility specific temporary debris management plans for four major sites in the NCR, and (2) support for the development of the NCR U.S. Army Corps of Engineers Debris Operations Plan.		
IMPLEMENTING JURISDICTION:	To Be Determined OR the Metropolitan Washington Council of Governments on behalf of local governments in the NCR		
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Proposal Summary

Problem Background

The Washington metropolitan region has just completed a Debris Annex to the Regional Emergency Coordination Plan (RECP) with consultant Dewberry working through the Metropolitan Washington Council of Governments (COG). The annex is a coordinating document meant to facilitate communication and work during an emergency, but it is not intended to direct that work. Authority to conduct debris recovery operations lies with the individual local and state governments.

The U.S. Army Corps of Engineers has appointed one of its debris experts as the National Capitol Region (NCR) support officer for all RESF3 functions and directed him to produce an overall NCR debris management operations plan, the first such effort in the nation. The NCR plan is fundamentally dependant on the existence of local government emergency debris management plans to use as building blocks towards the overall product. Only three of the 18 major local governments in the region have been able to develop such a plan. Production of the regional operations plan cannot move forward until the local governments have completed these plans.

Additionally, the region has not identified any large regional debris storage sites equivalent to the Fresh Kills Landfill site used after 9/11 in New York. The I-95 Landfill in Lorton, Virginia, has often been discussed as a major temporary debris consolidation site for a large catastrophe. The landfill is a favorable site because of its location along the I-95 corridor in route to other southern landfills that offer final disposal, because of the property's large size, and because it has a history as a shared resource of Fairfax County, Arlington County, the City of Alexandria, and the District of Columbia. Fairfax County owns the landfill property. An operations plan has never been written on how this resource could potentially be used regionally. There are other potential regional sites that need to be explored for operational feasibility and would require regional operational plans.

Project Description

COG will act as the Implementing Jurisdiction for the project (see request letter in Appendix A) if it continues to be the desire of the Solid Waste Managers Group and no other jurisdiction would like to act as the Implementing Jurisdiction. The issue will be discussed at the March 11 UASI meeting with the Chief Administrative Officers for the region. COG will hire a consultant to assist with the work. COG plans to hire consultant Dewberry under a sole-source agreement.

The project will have two main phases:

1. Plan Development
 - a. Development of debris management operations plans for those communities lacking a plan, plan development will include identification of small temporary debris management sites for local governments as needed.
 - b. Development of temporary debris management plan for the I-95 Landfill.
 - c. Identification and development of debris management operations plans for 3 additional regional temporary debris management sites.
2. Plan Consolidation Support for NCR U.S. Army Corps of Engineers Debris Operations Plan – The operations plan will be created by a team assembled by the Army Corps of

Engineers. The team will include a representative of COG and the consultant that completed Phase 1 above. The consultant will be asked to provide some analytical support to the final NCR plan based on their earlier work.

The Metropolitan Washington Council of Governments DEP staff will be the support for project oversight and coordination. Project oversight will be provided by the COG Solid Waste Managers Group Steering Committee, COG Solid Waste Managers Group. Staff will conduct site visits to assist with individual plan development and will serve as the NCR representative for the U.S. Army Corps of Engineers NCR debris plan workgroup.

Estimated Cost




1.	Plan Development	
	a. Individual Plans	\$280,000
	b. I-95 Landfill Storage Operations Plan	\$50,000
	c. Identify and Develop 2-3 Additional Operations Plans for Regional Storage Sites	\$140,000
2.	Plan Consolidation Support	\$70,000
TOTAL		\$540,000

Project Goals, Objectives, and Implementation Step

Project Timeline: April 15, 2005 – January 31, 2007

ID	Task Name	2005				2006				2007
		Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
1	Goal 1: Ensure preparedness planning efforts across the IICR, including the public, business and nonprofit sectors, which clearly define roles, relationships, processes and actions with deadlines (from IICR/HSS Goals and Objectives)		▶							▶
2	Objective 1: Ensure that local governments have pre-planned operational debris management capability that can be provided as input into an IICR U.S. Army Corps of Engineers-developed regional debris operations plan		▶							
3	Implementation Step 1: Develop debris management operations plans for the 15 major local governments that are lacking a plan		▶							
4	Task 1: Reach contract agreement with sole-source contractor Dewberry		■							
5	Task 2: COG and Dewberry staff visits with each local government			■						
6	Task 3: Use detailed GIS analysis to identify potential temporary debris management sites in four large jurisdictions				■					
7	Task 4: Draft and finalize individual debris operations plans (deliverables)				■					

ID	Task Name	2005				2006				2007
		Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
8	Objective 2: Ensure that major local facilities with potential for hosting temporary regional debris management operations are prepared			▶		▶				
9	Implementation Step 1: Develop facility-specific debris management operations plans for 4 major sites capable of acting as temporary regional debris management sites			▶		▶				
10	Task 1: Identify four sites for regional plan creation			■						
11	Task 2: Site visits to site and site owners by COG staff and Dewberry				■					
12	Task 3: Develop facility specific temporary debris management operations plans					■				

ID	Task Name	2005				2006				2007
		Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1
13	Objective 3: Ensure that the NCR U.S. Army Corps of Engineers regional debris operations plan process receives the proper guidance for successful and timely completion									
14	Implementation Step 1: Provide support to the Army Corps planning									
15	 Task 1: Relay all information to U.S. Army Corps of Engineers developed under Objective 1 and 2									
16	 Task 2: Serve on working group convened by Army Corps to develop unified NCR Debris operations plan and assist with preparation of data and materials as need to assist with the process (COG staff and Dewberry)									
17	 Task 3: Produce final report on behalf of NCR jurisdictions summarizing their input and views on the NCR plan and an evaluation of the NCR debris operations plan project									

Project Description

Background and Need

Debris management is often the most time consuming and expensive of all disaster management tasks. Because it is typically not regarded as a first-responder activity, debris management has not historically received the same preparedness focus as some other critical functions. The President of the United States issued the Homeland Security Presidential Directive 8 (HSPD-8) in December 2003, which recognizes public works functions as first responder duties. It is time to address preparedness deficiencies in the public works debris management area.

The 9/11 disaster and Hurricane Isabel provide fresh lessons about the need to be more prepared. New York was fortunate to have a massive, recently closed landfill that was still available as a temporary debris site for the Twin Towers material. And because the Pentagon has an enormous parking area, debris from that 9/11 tragedy was processed on site. Most other locations in the metropolitan area do not have such resources and it is unclear where to temporarily store large quantities of debris material. Additionally, local governments found that their ability to clean up vegetative debris from Isabel to be very limited by the equipment available in-house or from contractors. Emergency debris management operations plans at the local and regional level greatly help jurisdictions prepare for these situations. But because only 3 of the 18 major jurisdictions in the NCR have such plans, preparedness is severely lacking.

U.S. Army Corps of Engineers Request

The U.S. Army Corps of Engineers has committed itself and the leadership of its recently appointed NCR RESF #3 Manager to writing an overall debris operations plan for NCR. This effort by the Corps to create a region-specific operations plan recognizing local, state, and federal roles and responsibilities is the first such effort in the nation. The NCR RESF#3 Manager has informed local governments through COG that they each need to have a substantial debris management operations plan in place before the Corps can begin its work of assembling a regional operations plan. As noted above, only 3 of the 18 major jurisdictions have such plans.

Local governments do not wish to delay the Army Corps' work on a regional plan or to lose out on its offer to produce an NCR plan. The Solid Waste Managers Group feels that an operations plan that adequately address the roles of two states and numerous cities and counties in servicing the nation's capital should be organized by the federal government, as represented by the Corps, working closely with all involved parties. A plan of any other origin would not have the necessary authenticity or leverage to become successful.

Most local governments have simply not had the resources to devote to debris management planning in light of all their other homeland security duties. By hiring consultant Dewberry to work with COG and the local governments to create the individual operations plans, this project will both be assisting each government to become more prepared and be allowing the region as a whole to take advantage of the Army Corps' expertise in crafting an NCR operations plan.

Addressing NCR and National Goals

As noted above, HSPD-8 acknowledged public works functions, such as debris management, as “first responder” types of activities. Historically, there has been much less planning in this area as compared to fire and police functions. Fire and police units are truly the first on the scene of an incident, but public works crews are called on to quickly clear travel routes and then settle into the long job of logistics planning for debris removal and disposal. When an incident is viewed over the long-term instead of as a snapshot in time, it is not surprising that debris removal is often the most time consuming and expensive task in disaster response.

The project is an initiative that follows the goal stated on page 8 of the FY2005 UASI Request for Applications to “establish/enhance sustainable homeland security planning programs.” Clearly, there is a lack of debris planning in the NCR, and it is not at all coordinated on an operational level. By setting in motion a system of new local plans feeding a regional operations document drafted by the U.S. Army Corps, the project would help sustain the NCR planning process with routine maintenance input from the state and local governments through the COG Solid Waste Managers Group.

This project also provides an excellent opportunity to introduce the requirements of the National Incident Management System (NIMS) and National Response Plan (NRP) for planning documents across the entire NCR for debris planning.

Lastly, the project supports the NCR goal referenced in the Project Goals, Objectives, and Implementation Step section to “ensure preparedness planning efforts across the NCR, including the public, business and nonprofit sectors, which clearly define roles, relationships, processes and actions with deadlines (from NCR/HSS Goals and Objectives).” The project is truly an NCR-wide effort aimed at defining the points stated in the goal. From its inception, the Solid Waste Managers Group has included representatives from the waste management business community in its planning discussions.

Detailed Project Description

The following detailed project description is based on the tasks listed in the Project Goals, Objectives and Implementation Steps section.

Objective 1: Ensure that local governments have pre-planned operational debris management capability that can be provided as input into an NCR U.S. Army Corps of Engineers-developed regional debris operations plan

Implementation Step 1: Develop debris management operations plans for the 15 major local governments that are lacking a plan

Task 1: Reach contract agreement with sole-source contractor Dewberry

See Organization, Experience, and Qualifications of Applicant section for justification.

Task 2: COG and Dewberry staff visits with each local government

The first step in developing a coordinated Debris Management Plan is to gather existing information. COG staff and a Dewberry team will visit each of the 15 local governments that require a debris operations plan. These governments include:

- Montgomery County
- Prince George's County
- Loudoun County
- Arlington County
- City of Alexandria
- City of Falls Church
- City of Fairfax
- City of Manassas
- City of Manassas Park
- City of Gaithersburg
- City of Rockville
- City of Greenbelt
- City of Bowie
- City of College Park
- City of Takoma Park

The team will

- Review the jurisdiction's existing emergency management plan.
- Review existing debris removal and disposal contracts.
- Review existing snow and leaf removal plans.
- Conduct interviews with key emergency management, public works, and solid waste management staff.

Task 3: Use detailed GIS analysis to identify potential temporary debris management sites in four large jurisdictions

The NCR is undergoing rapid commercial and residential development. As development continues and the region becomes a more urban environment, the amount of open land available to conduct debris management operations decreases. Dewberry will work with officials in four major participating jurisdictions to identify potential sites to conduct debris management operations. The District of Columbia has recently had this work done. Likely candidates are Fairfax County, Montgomery County, Prince George's County, and Arlington County.

COG staff will survey solid waste managers and then decide which four jurisdictions will receive the detailed GIS analysis.

As part of this task, Dewberry will do the following:

- Develop criteria for debris management sites, including size requirements.
- Estimate quantities of debris that will be generated by different hurricane categories striking the jurisdiction.
- Perform one real estate records search at the jurisdiction's Department of Planning and Zoning (or equivalent department).
- Conduct on-site visits to potential debris management sites with the jurisdiction's Solid Waste/Public Works/Highway Maintenance department representatives, as appropriate.
- Meet with jurisdiction representatives of the jurisdiction's Solid Waste/Public Works/Highway Maintenance departments to discuss findings.

- Create an inventory of temporary debris management sites.

Deliverables:

- Letter report containing estimated quantities of debris for five categories of hurricanes and debris management site size requirements for each storm.
- Report with a list of identified debris management sites; detailed information about each site, including location, size, and ingress and egress routes; and an outline of permitting and coordination needs for the sites identified.

Task 4: Draft and finalize individual debris operations plans (deliverables)

After the jurisdiction's existing capabilities and processes are reviewed, a Debris Management Plan will be developed to address the jurisdiction's specific needs. Dewberry will use the template developed for MWCOG under the 2004 Debris Annex project as the basis for each debris management plan, and will customize the template plan to suit the manner in which the jurisdiction's relevant agencies are organized and operate. It will also customize each plan to ensure that it complies with relevant standards established in the most recent draft (March 2004) or the National Incident Management System (NIMS).

Deliverables:

- Four hard copies and one CD-ROM of the plan will be delivered to the jurisdiction.
- Two hard copies and one CD-ROM of the plan will be delivered to MWCOG.

Objective 2: Ensure that major local facilities with potential for hosting temporary regional debris management operations are prepared

Implementation Step 1: Develop facility-specific debris management operations plans for 4 major sites capable of acting as temporary regional debris management sites

Task 1: Identify four sites for regional plan creation

COG staff will survey area solid waste managers and then select three major facilities in addition to the I-95 Landfill in Lorton for specific operations plan development. These facilities will serve temporary debris consolidation site in the event of a major disaster.

Task 2: Site visits to site and site owners by COG staff and Dewberry

COG staff and Dewberry will visit the sites and meet with facility staff.

Task 3: Develop facility specific temporary debris management operations plans

Dewberry will develop detailed plans for regional site operations.

Deliverables:

- Four hard copies and one CD-ROM of the plan will be delivered to the host jurisdiction
- Two hard copies and one CD-ROM of the plan will be delivered to MWCOG.

Objective 3: Ensure that the NCR U.S. Army Corps of Engineers regional debris operations plan process receives the proper guidance for successful and timely completion

Implementation Step 1: Provide support to the Army Corps planning process

Task 1: Relay all information to U.S. Army Corps of Engineers developed under Objective 1 and 2

COG will provide hard copies and CD ROM copies of all information on local operations plans, including the three existing plans, to the U.S. Army Corps of Engineers.

Task 2: Serve on working group convened by Army Corps to develop unified NCR Debris operations plan and assist with preparation of data and materials as need to assist with the process (COG staff and Dewberry)

The Corps has requested that COG staff serve on a regional working group convened by the Corps to create an NCR debris operations plan. Consultant Dewberry will provide technical support related to its earlier work.

Task 3: Produce final report on behalf of NCR jurisdictions summarizing their input and views on the NCR plan and an evaluation of the NCR debris operations plan project

COG will produce a final report summarizing the local governments input and views on the NCR U.S. Army Corps-developed operations plan. The reports will also contain a thorough evaluation of the NCR debris operation process and an outline of how to maintain the operations plans in the future.

Deliverables:

- Final report covering local government input and views on NCR plan, a thorough evaluation of the NCR debris operations process, and an outline of how to maintain plans in the future.

Organization, Experience, and Qualifications of Applicant

The Metropolitan Washington Council of Governments intends to use its own staff and to hire the consultant Dewberry to assist with much of the work.

Primary COG staff will be

- Stuart Freudberg, Director, Department of Environmental Programs, and
- John Snarr, Principal Environmental Planner, Department of Environmental Programs

Both COG staff worked extensively on the Regional Emergency Coordination Plan Debris Annex completed in January 2004. The annex is a regional communications and coordination document, but does not include operational detail that this project will address. Mr. Snarr staff the Solid Waste Managers Group and has extensive experience in solid waste management issues and regional coordination.

COG believes that Dewberry presents a special set of qualifications that justifies its sole source selection for the project.

1. Dewberry recently completed the debris operations plan for the District of Columbia. The District of the center of the NCR and has few debris management resources given its limited open space. The District also contains the highest number of potential terrorist targets in the region and has the highest concentration of federal property. Dewberry is very familiar with these issues and had to write a District debris plan that incorporates neighboring jurisdictions and the federal government to be successful. Knowledge of these same issues will be prized in this project.
2. Of the three jurisdictions that have substantial debris operations plans (the District of Columbia, Fairfax County, Prince William County), all have hired Dewberry to assist with their plans.
3. The recently completed Debris Annex to the COG Regional Emergency Coordination Plan was largely created by Dewberry under contract to the Metropolitan Washington Council of Governments.
4. Dewberry has an extensive history of supporting debris recovery operations and planning throughout the country (see explanation below).

Dewberry Qualifications

The following project descriptions demonstrate Dewberry's knowledge, experience, and capabilities in providing all aspects of providing debris management:

FEMA Public Assistance Program, Technical Assistance Contract. Since 1981, Dewberry has been providing technical and program support to the Federal Emergency Management Agency's Public Assistance Program on a wide array of disaster response, recovery, and mitigation assignments. In the wake of Presidentially declared disasters, Dewberry provides onsite field assessment of estimating disaster damages, conducting environmental studies, development of training courses, detailed multi-hazard identification and risk assessments, emergency management and mitigation planning, and floodplain management. To date, Dewberry has responded to more than 250 disasters in 48 states and all US territories, and managed more than 550 disaster assistance task orders.

Under its support to FEMA's Public Assistance Program, Dewberry's extensive Debris Management Program experience includes providing post-disaster technical assistance to federal, state, and local debris managers. This debris management program work has provided Dewberry with first-hand knowledge of how federal, state, and local governments plan for and respond to emergency response, recovery, and debris management activities following natural disasters.

Following the 9/11 terrorist attacks on New York City, Dewberry provided nearly 40 senior engineers, construction inspectors, cost estimators, and other technical specialists to monitor debris removal operations and assess damages, and worked closely with state and local agencies to expedite disbursement of relief funds.

Alabama Emergency Management Agency Debris Needs Assessment and Management Plan. Dewberry assessed the State of Alabama's current capabilities, in addition to evaluating the State's existing emergency management plans, existing debris removal and disposal contracts and/or contract processes/options, and existing Standard Operating Procedures. This assessment was completed for the state and selected coastal communities including the City of Mobile, and Mobile and Baldwin Counties. Dewberry also prepared a coordinated debris management plan that includes detailed guidance and outlines responsibilities for the various state agencies and departments with regard to the collection, staging, storage, reduction, and disposal of debris following a natural or man-made disaster event.

City of Houston, Texas. Mindful that debris removal and disposal can represent the lion's share of post-disaster recovery expenses, the City of Houston required a plan that would allow them to respond to debris management needs in a disaster as well as expedite recovery of federal disaster damages in the future. Dewberry developed a comprehensive disaster debris management plan for the city, delivering it within six months of contract award, and before the start of the next hurricane season.

The most innovative aspect of this project was the development of the interactive Geographic Information System (GIS) Debris Prediction Model. The computer program demonstrates GIS capabilities for spatial analysis, and incorporates multimedia-type graphic displays that tie in non-geographic as well as map information resulting in an interactive model that instantly calculates gross quantities of debris for any given area. The City of Houston was divided into 16 debris management zones for control purposes. The GIS Debris Prediction Model allows the debris manager to determine the quantity of debris at a specific location, such as a subdivision. The subdivision is outlined, and with the click of the mouse the quantity of debris can be calculated. The model allows public works and solid waste management officials to prepare debris removal and disposal strategies well in advance, helping expedite disaster recovery efforts.

Houston-Galveston Area Council of Governments. In a related assignment for the Houston-Galveston Area Council, Dewberry assessed a 13-county area and evaluated its solid waste debris management procedures and emergency plans in response to storm-related disasters. The area included more than 50 communities within the 13 counties. Dewberry's services include the following:

- Needs assessment, outreach, and recommendations to increase awareness among participating communities, gather and review information, evaluate the readiness of

the region to respond to a major debris-generating event, and submit a series of recommendations in the form of a regional Storm Debris Assessment report.

- Regional debris management capabilities working plan for the 13 communities within the H-GAC limits so that the area can respond effectively and in a coordinated way to a debris-generating disaster event. Tasks included debris prediction (quantification of storm impacts), evaluation of debris management site availability, evaluation of landfill site availability, development of standard mutual aid agreements and debris contractor contracts, and a final report from hurricane events.

Fairfax County, Virginia. Since 1998, Dewberry has supported the Fairfax County Emergency Management and Solid Waste Agencies with a variety of emergency planning, post disaster evaluation and training/exercising services. Dewberry conducted a thorough review of Fairfax County's debris management plans, contracts, mutual aid agreements, debris collection/staging/reduction/disposal procedures, and documentation policies to ensure they are prepared for a debris-generating event and organized to maximize federal reimbursement of eligible costs.

Staffing Plan

COG

- Stuart Freudberg, Director, Department of Environmental Programs, and
- John Snarr, Principal Environmental Planner, Department of Environmental Programs

Consultant Dewberry

- Staff under contract

U.S. Army Corp of Engineers

- Stan Ballard, U.S. Army Corps of Engineers NCR RESF#3 Manager

The Army Corps, and specifically Mr. Ballard's, involvement in this project will be crucial to its success given that it is designed to provide the data resources that will result in an NCR debris operations plan; however, the Corps is not a recipient of funds from this grant.

Project Budget and Budget Justification

A. Personnel - List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
TOTAL M&A cost for Implementing Jurisdiction, which is to be determined. See Proposal Summary for explanation.	2.5% of total grant amount	\$ 13,500
	<i>Total</i>	<i>\$ 13,500</i>

B. Fringe Benefits - Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position	Computation	Cost
See Personnel section for M&A total		\$ -
	<i>Total</i>	<i>\$ -</i>

C. Travel - Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
<i>Total</i>				<i>\$ -</i>

E. Supplies - List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. (Note: Organization's own capitalization policy and threshold amount for classification of supplies may be used). Generally, supplies include any materials that are expendable or consumed during the course of the project.

Item	Computation	Cost
Total		\$ -

F. Consultants/Contracts - Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

****COG's formal written procurement policy shall apply for all consultant contracts**

See the Organization, Experience, and Qualifications of Applicant section for justification for sole source contract with Dewberry

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from ODP.

Name of Consultant	Service Provided	Computation	Cost
Dewberry	Individual operations plans for 15 jurisdictions		\$ 180,000
Dewberry	GIS analysis of debris sites in 4 jurisdictions		\$ 120,000
Dewberry	Detailed operations plans for 4 regional debris facilities		\$ 170,000
Dewberry	Plan consolidation support for NCR U.S. Army Corp operations plan		\$ 56,500
subtotal			\$ 526,500

Consultant Expenses: List all expenses to be paid from the grant to the individual consultant in addition to their fees (i.e., travel, meals, lodging, etc.)

Item	Location	Computation	Cost
Dewberry	metro DC region	Travel costs are included in fee shown above	\$ -
subtotal			\$ -

*Contracts: Provide a description of the product or services to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000**.*

Item	Cost
subtotal	
\$ -	

G. Other Costs - List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, and provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
See Personnel section for M&A total		
<i>Total</i>		\$ -

H. Indirect Costs - Indirect costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a fully executed, negotiated agreement), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

Description	Computation	Cost
See Personnel section for M&A total		
<i>Total</i>		\$ -

Budget Category	Amount
A. Personnel	\$ 13,500
B. Fringe Benefits	\$ -
C. Travel	\$ -
D. Equipment	\$ -
E. Supplies	\$ -
F. Consultants/Contracts	\$ 526,500
G. Other	\$ -
Total Direct Costs	\$ 540,000
H. Indirect Costs	\$ -
TOTAL PROJECT COSTS	\$ 540,000

Certifications and Assurances

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE DEPUTY MAYOR FOR PUBLIC SAFETY AND JUSTICE**

Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code. and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, The applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - III, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers including sub grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c.) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F. for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in The applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an on-going drug-free awareness program to inform employees about—
 - (1) The dangers of drug abuse in the workplace;
 - (2) The applicant's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title to: Office of Grants Management and Development, 717 14th St., NW, Suite 1200, Washington, DC 20005. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
 - (1) Taking appropriate personnel action against such an employee, up to and incising termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (3) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (1), (c), (d), and (e). and (f)

B. The applicant may insert in the space provided below the sites for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

As the duly authorized representative of the applications, I hereby certify that the applicant will comply with the above certifications.

Grantee Name and Address:

Metropolitan Washington Council of Governments
 777 North Capitol Street, NE, Suite 300

Washington, DC 20002

Application Number and/or Project Name:

PROPOSAL #3A: Regional Debris Operations Plan Development

Grantee IRS/Vendor Number:

52-6060391

Typed Name and Title of Authorized Representative:

Signature

David J. Robertson, Executive Director
Metropolitan Washington Council of Governments

Date

Appendix A: Letter Requesting COG as Implementing Jurisdiction



Robert W. Wilson
Director

COUNTY OF PRINCE WILLIAM

4379 Ridgewood Center Drive, Prince William, Virginia 22192-5308
(703) 792-6820 Metro 631-1703 Fax (703) 792-6828

DEPARTMENT OF
PUBLIC WORKS

March 1, 2005

Leeann Turner
Director for Homeland Security Grants Administration
Office of the Deputy Mayor for Public Safety and Justice
1350 Pennsylvania Ave., NW
Suite 327
Washington, DC 20004:

Dear Ms. Turner:

The COG Solid Waste Managers Group serves as the organizing committee for Regional Emergency Support Function (RESF) #3 Public Works and Engineering for emergency debris management issues in the Washington metropolitan area. This committee has endorsed the concept for the enclosed proposal 3A Regional Debris Operations Plan Development.

The Solid Waste Managers Group requests that the Metropolitan Washington Council of Governments be designated as the Implementing Jurisdiction on behalf of local governments in the NCR. COG has served as the implementing agent for the recently completed Debris Annex project for the region. Additionally, the nature of this planning project requires coordination and oversight across all major jurisdictions in the NCR. Given that this type of work is COG's core competency as a regional organization, the committee asks for COG to be in charge of implementing this project.

Please contact me with any questions at 703-792-6252 or tsmith@pwcgov.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas J. Smith".

Thomas J. Smith, P.E.
Chair, COG RESF #3 Solid Waste Managers Group
Solid Waste Division Chief