Council meeting agenda

Metro
600 NE Grand Ave.
Portland, OR 97232-2736

Thursday, November 1, 2018 **2:00 PM** **Metro Regional Center, Council chamber**

1. Call to Order and Roll Call

2. Public Communication

3. Presentations

3.1 Disaster Debris Management Plan 18-5109

Presenter(s): Paul Slyman, Metro
Roy Brower, Metro
Daniel Nibouar, Metro

Attachments: Disaster Debris Management Plan

3.2 Committee on Racial Equity Update 18-5108

Presenter(s): Raahi Reddy, Metro
Dele Oyemaja, CORE
Patricia Kepler, CORE
Sharon Gary-Smith, CORE

Attachments: Memo: Strategic Plan to Advance Racial Equity, Diversity and Inclusi

4. Consent Agenda

4.1 Resolution No. 18-4933, For the Purpose of Adding or Amending Existing Projects to the 2018-21 Metropolitan Improvement Program (MTIP) Involving Four Projects Impacting Portland, ODOT, Tigard, and Western Federal Highway Lands (OC19-03-OCT) RES 18-4933

Attachments: Resolution No. 18-4933
Exhibit A to Resolution No. 18-4933
Staff Report
Attachment 1 to Staff Report
Attachment 2 to Staff Report

4.2 Consideration of October 25, 2018 Minutes 18-5116

5. Chief Operating Officer Communication

6. Councilor Communication

7. Adjourn

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ការគោរពសិទ្ធិពលរដ្ឋរបស់ ។ សំរាប់ព័ត៌មានអំពីកម្មវិធីសិទ្ធិពលរដ្ឋរបស់ Metro ឬដើម្បីទទួលពាក្យបណ្តឹងរើសអើងសូមចូលទស្សនាគេហទំព័រ www.oregonmetro.gov/civilrights។
បើលោកអ្នកត្រូវការអ្នកបកប្រែភាសានៅពេលអង្គប្រជុំសាធារណៈ សូមទូរស័ព្ទមកលេខ 503-797-1700 (ម៉ោង 8 ព្រឹកដល់ម៉ោង 5 ល្ងាច ថ្ងៃធ្វើការ) ប្រាំពីរថ្ងៃថ្ងៃធ្វើការ មុនថ្ងៃប្រជុំដើម្បីអាចឲ្យគេសម្រួលតាមសំណើរបស់លោកអ្នក ។

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February 2017

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Agenda Item No. 3.1

Debris Management Plan

Presentations

Metro Council Meeting
Thursday, November 1, 2018
Metro Regional Center, Council Chamber

Metro

oregonmetro.gov

Disaster Debris Management Plan

August 2018

Public service
We are here to serve the public with the highest level of integrity.

Excellence
We aspire to achieve exceptional results

Teamwork
We engage others in ways that foster respect and trust.

Respect
We encourage and appreciate diversity in people and ideas.

Innovation
We take pride in coming up with innovative solutions.

Sustainability
We are leaders in demonstrating resource use and protection.

Metro's values and purpose

We inspire, engage, teach and invite people to preserve and enhance the quality of life and the environment for current and future generations.

If you picnic at Blue Lake or take your kids to the Oregon Zoo, enjoy symphonies at the Schnitz or auto shows at the convention center, put out your trash or drive your car – we've already crossed paths.

So, hello. We're Metro – nice to meet you.

In a metropolitan area as big as Portland, we can do a lot of things better together. Join us to help the region prepare for a happy, healthy future.

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1. APPROVALS AND IMPLEMENTATION

The Disaster Debris Management Plan provides a comprehensive approach for how Metro will prepare for, respond to, and recover from a variety of debris-generating incidents. The plan identifies key roles and responsibilities, defines primary and support roles of Metro departments, outlines the steps for coordinating with response partners, and establishes a system for incident management.

This plan has been prepared by the Metro Property and Environmental Services Director and reviewed by other departments and support services. The plan is approved by the Metro Chief Operating Officer. It will be revised and updated as required; all partners and recipients are requested to advise Metro's Disaster Debris Planner of any suggested changes.

By signing the Disaster Debris Management Plan on August 1, 2018, Metro commits to:

Activate the Disaster Debris Management Plan when needed after a debris-generating incident, follow the concept of operations, and carry out assigned functional roles and responsibilities to ensure the efficient, orderly, cost-effective, and timely removal, processing and disposal of debris;

Develop an after action report following a disaster debris management operation, and incorporate lessons learned in future iterations of the Disaster Debris Management Plan; and

Continue to develop, refine, and implement debris management planning and training activities to maintain and build Metro's ability to respond to debris-generating incidents.

_____	_____
Martha Bennett *Chief Operating Officer*	*Effective Date*
_____	_____
Tim Collier *Director, Finance and Regulatory Services*	*Jeff Frkonja* *Director, Research Center*
_____	_____
Jim Middaugh *Director, Communications*	*Paul Slyman* *Director, Property and Environmental Services*

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3. EXECUTIVE SUMMARY

3.1. BACKGROUND

The Metro region[1] is vulnerable to natural and human-made incidents with the potential to generate large amounts of debris, such as construction and demolition materials, vegetative debris, hazardous waste, soil, etc. Natural hazards in the region capable of generating debris include earthquakes, floods, landslide, severe weather, and wildland/urban fires. Human-made hazards include intentional and unintentional incidents and can involve chemical, biological, radiological, nuclear, and explosive materials.

Metro oversees the region's garbage and recycling system, ensuring that all solid waste generated in the region is managed in a manner that protects public health and safety, and safeguards the environment. Part of these responsibilities includes the management and disposal of disaster debris.

Metro recognizes the need to be prepared for, respond to, and recover from a debris-generating incident especially when the volume of debris overwhelms the existing solid waste infrastructure. The Metro Disaster Debris Management Plan (DDMP) is designed to provide guidance for Metro on how to manage and coordinate debris operations and system disruptions.

3.2. METRO ROLES AND CONCEPT OF OPERATIONS

In many cases, debris clearance, removal, and disposal actions can be accomplished quickly using local government and jurisdictional resources. In other cases, disaster-generated debris is so extensive that it can only be successfully managed through pre-planning and the coordinated efforts of local, regional, state, and federal governments; non-profit and volunteer organizations; and by potentially leveraging contracts with private-sector organizations. In these cases, Metro will be prepared to support debris operations with the following roles, as further described in the plan:

- Information management and research
- Procurement and contracted services
- Public messaging and preparedness
- Debris incident management
- Multi-jurisdictional debris management task force coordination
- Situational awareness
- Public information
- Solid waste system adaptability
- Debris management site operation

[1] For the purposes of this plan, it is defined as the entirety of Clackamas, Multnomah, and Washington counties, as well as the cities within.

- Household hazardous waste management
- Debris recycling and reuse strategies
- Debris final disposition strategies

3.3. METRO DEBRIS INCIDENT MANAGEMENT

The ultimate responsibility for overall command and control of Metro departments and resources in response to an incident lies with the Chief Operating Officer. However, the Property and Environmental Services (PES) Director will maintain coordination and management of the Metro debris operations.

Metro will use an incident management structure, the Debris Incident Management Team (DIMT), to coordinate Metro's disaster debris response. This structure is compliant with federal guidance on incident management and will be led by PES.

Depending on the size or complexity of the incident, or at the request of jurisdictional partners, Metro will activate the DIMT. Metro personnel from various departments assigned emergency roles will staff the DIMT. The DIMT coordination and debris management activities include operational planning, information management, resource allocation, and financial accountability.

3.4. CONCLUSION

No plan can anticipate all the situations and conditions that may arise during an incident. It is imperative that Metro region jurisdictions, including the counties of Clackamas, Multnomah, and Washington, and response agencies, have plans that provide general guidance and a common framework for preparing for, responding to, and recovering from major incidents. This DDMP provides a framework for Metro that will bring a combination of technical capabilities and resources, plus the judgment and expertise of its personnel, department directors, and other key stakeholders to bear on any debris-generating incident affecting the Metro region.

4. INTRODUCTION

Metro recognizes the importance of maintaining public health and safety by planning for removal, staging, processing, and disposal of disaster debris. In order to achieve this, Metro has developed this Disaster Debris Management Plan (DDMP) that can be activated with or without warning to describe Metro's responsibilities, procedures and resources that may be utilized following an incident that overtaxes the region's normal municipal solid waste system. The DDMP is designed to provide a framework for Metro personnel on how to handle debris following a debris-generating incident; to minimize and eliminate threats to life, public health and safety; eliminate immediate threats of significant damage to improved public or private property; and ensure economic recovery of the affected community to the benefit of the community at large.

This plan will also further the six public objectives of the 2030 Regional Waste Plan for protecting health and the environment, getting good value for the public's money, ensuring the highest and best use of materials, being adaptable and responsive in managing materials and ensuring services are available to all types of customers.

4.1. PLAN OVERVIEW

4.1.1. Purpose

The purpose of this DDMP is to provide a framework for the coordination of Metro's efforts in the clean-up, removal, recovery, and disposal of debris generated from an incident in the three county Metro region. It is intended to work in conjunction with the state of Oregon and counties' debris plans[2], along with federal debris and public assistance guidance.

The plan will:

- Establish coordinated disaster debris management operations and procedures for tasks including debris removal, temporary debris storage, waste reduction, recycling of salvageable/marketable materials; and haul-out, final disposal, and documentation of costs necessary for potential federal reimbursement.
- Provide a debris management organization and framework for Metro.
- Identify the roles and responsibilities of departments, agencies, and organizations with a role in disaster debris management.
- Describe the resource management strategy for debris operations.
- Document agreements with all stakeholders and partners.

[2] Clackamas, Multnomah, and Washington Counties

4.1.2. Plan Scope

The scope of this plan pertains to disaster debris operations for incidents generating debris in the Metro Region, including the entirety of Clackamas, Multnomah, and Washington counties. The plan will address minor incidents affecting a single jurisdiction, such as a landslide or flooding, or a catastrophic incident affecting the entire region, such as the Cascadia Subduction Zone Earthquake. This includes an operational plan for Metro, which will be updated as opportunities for improvement are identified.

The plan complies with the principles and requirements found in federal and state laws, regulations, and guidelines, as well as the National Incident Management System (NIMS), National Response Framework, and National Disaster Recovery Framework.

4.2. PLAN ACTIVATION

Once approved and signed, this plan is in effect and may be activated in whole or in part to respond to a debris-generating incident. An emergency declaration is not required in order to activate the plan. The Chief Operating Officer, Property and Environmental Services (PES) Director or their designee may activate the plan as deemed appropriate for the situation, or at the request of a partner agency. The Concept of Operations and Direction and Control sections provide additional guidance on plan activation and actions.

4.3. PLAN ORGANIZATION

The DDMP is composed of three main elements:

Base Plan: This plan provides a framework for disaster debris management. It summarizes potential debris-generating situations, explains the concept of operations, and assigns general roles and responsibilities of Metro's departments and other debris stakeholders.

Informational Appendices: These documents provide supplemental materials and information that gives additional background and assistance for plan implementation.

Functional Appendices: These documents supplement the concepts presented in the Base Plan by providing additional guidance and structure on critical tasks, as well as capabilities and resources available during an incident. They are intended to serve as stand-alone plan components and procedures to guide responding staff on the performance of a particular debris management function. In any given incident, the nature, scope, and magnitude of the situation will dictate which Functional Appendices will be implemented.

4.4. SITUATION

The Metro region faces vulnerabilities to natural and human-made hazards. These hazards have the potential to create debris-generating incidents that could overwhelm the region's solid waste system. The volume and type of debris generated by an incident is dependent on the location and type of hazard. Appendix 5: Debris Forecasting contains detailed information on expected debris volumes and types.

Natural hazards in the Metro region capable of generating debris include earthquakes, floods, landslides, severe weather, and wildland/urban fires. Human-made hazards include intentional and unintentional incidents and can involve chemical, biological, radiological, nuclear, and explosive materials.

To plan for and respond to debris-generating incidents Metro must identify the potential hazards and possible debris types. Table 4.1 provides a summary of the relative risks to the region from natural hazards and the potential debris streams that may be generated.

Table 4.1: Potential Natural Hazards and Debris Streams

Hazard	Debris Potential[3]	Probability[4]	Potential Debris Streams
Earthquakes	High	Low	Construction & demolition (C&D), concrete, vegetative, electronic waste (e-waste), white goods, human biological waste, and household hazardous waste (HHW)
Floods	Moderate-High	Moderate	C&D, e-waste, white goods, and HHW; vegetative, soil, rock

[3] Debris Potential: The ability of a particular event to produce debris is based on historical data on each event type. High debris generation potential would be estimated based on an event that generates more than 1,000,000 cubic yards of debris. An event with medium debris generation potential could generate between 50,000 and 1,000,000 cubic yards of debris. An event with low debris generation potential could generate approximately 25,000 – 50,000 cubic yards of debris.

[4] Probability: The likelihood of a particular event to occur over a period of time. A low-probability event is described as an event that may occur once every 100 to 500 years, medium-probability event may occur once every 50 to 100 years, and a high-probability event may occur once every 10 to 20 years.

Hazard	Debris Potential[3]	Probability[4]	Potential Debris Streams
Landslides	Low	High	Vegetative, soil, rock, C&D, e-waste, white goods, and HHW
Severe Storms	Low - Moderate	High	C&D, vegetative
Wildland/Urban Fires	Moderate	Moderate - High	C&D, Concrete, Ash, Vegetative, E-waste, White Goods, and HHW

For planning purposes, Metro has selected earthquake, flood, and severe storm scenarios to develop preliminary debris forecasts. A Cascadia Subduction Zone earthquake is considered a major threat to the region, as well as a Portland Hills earthquake. A significant earthquake could cause substantial casualties and extensive damage to buildings, residential structures, roads, and bridges. Flood incidents are also a major threat to the region. In the past 125 years there have been two 500-year floods and four 100-year floods. Floods typically affect areas within floodplains or low areas and result in damage to buildings, residential structures, and roads. Storms with high winds are common in the Metro region, as demonstrated by the Columbus Day Storm of 1962. In addition to winds, the storms are often accompanied by precipitation. The storms can generate significant amounts of vegetative debris, but can also include utility lines, wires, poles/towers, and building debris.

The scenarios are as follows:

- **Earthquake – Cascadia Subduction Zone:** Large-scale and widespread disaster that impacts a multi-state area.
- **Earthquake – Portland Hills Fault:** Large-scale disaster that impacts the Metro region primarily.
- **Flood – 100-year storm:** Mid-scale disaster with impacts across the region.
- **Severe wind or ice storm – 1962 Columbus Day Storm:** Mid-scale disaster with impacts across the region.

Appendix 5: Debris Forecasting provides debris volume forecasts for the above scenarios, which are intended to establish a baseline for planning purposes. During a real disaster, many factors affect the actual amount of debris that is generated. The information in the appendix is intended for planning purposes only and will likely be different from an actual incident.

4.5. ASSUMPTIONS AND LIMITATIONS

The following assumptions shape the current needs and capabilities for debris management operations:

- An incident that generates debris could occur at any time.
- Local and state governments are responsible for the removal and disposal of debris from public lands and potentially private lands.
- Local jurisdictions that use a franchise or contract solid waste collection systems that grant exclusive collection rights will have the capability to temporarily assign collection rights to another party in accordance with Federal Emergency Management Agency (FEMA) guidelines.
- Existing solid waste processing facilities may be affected by the disaster, resulting in diminished operational capacity.
- The region may not have sufficient equipment and/or personnel to appropriately manage the volume of debris expected to be generated after a large-scale incident.
- The amount of debris generated during an incident could exceed the region's ability to manage it.
- Assistance may be available from within or outside the region through mutual aid and other existing agreements. However, the scope and magnitude of the incident may cause these resources to be scarce or unavailable, requiring state and federal support.
- During a large-scale disaster, the state may request a federal disaster declaration from FEMA.
- During a catastrophic disaster, the region may request Direct Federal Assistance to manage debris operations.
- Private contractors will likely play a significant role in debris removal, collection, reduction, and disposal processes during a large-scale incident.
- Although private citizens and businesses are expected to remove disaster-related debris from their own properties, both groups are likely to seek assistance from local governments.

- Non-profit, volunteer organizations, and convergent volunteers often provide assistance with debris removal from private property.
- If the nature of the disaster requires state assistance, the Governor will declare a State of Emergency and authorize the use of state resources to assist in the removal and disposal of debris.
- In the event that federal resources are required, the Governor will request a Presidential Disaster Declaration.
- In the case of an emergency declaration, Metro may request that certain requirements be suspended or delegated to Metro, e.g., operational and site approvals, collection of certain fees and taxes.
- All contracts for disaster debris management activities will be developed in accordance with FEMA public assistance requirements.
- This plan is based on the waste management hierarchy of reduce, reuse, and recycle. Debris disposal in a landfill or incinerator are the last options considered for management of debris.
- Debris recovery operations will be conducted using cost-effective and environmentally responsible methods. Costs will be reasonable, accurately documented, and confirmed through a comprehensive monitoring program.

4.6. ENVIRONMENTAL AND OTHER REGULATORY REQUIREMENTS

Disaster debris operations generally have environmental considerations. These considerations typically correlate to the type of disaster debris and activity needed to address the debris. Table 4.2 below provides a summary of debris-related activities and the regulatory agency such activities will fall under for guidance and regulation. Additional details are available in Appendix 3: Authorities and References.

Table 4.2: Debris-related Regulatory Agencies

Debris-Related Activity	Regulatory Agency
Debris Management Site (DMS)	• Metro – Solid Waste Authorizations (license or franchise) • Oregon Department Environmental Quality (DEQ) – Solid Waste Letter of Authorization Permit Process for DMS • Oregon DEQ – Air quality at DMS reducing debris through burning • Oregon Department of Forestry – Open burning permit • Oregon State Historic Preservation Office (SHPO) – If items of historic significance are found at a DMS • Oregon Health Authority and Multnomah County Health Department – Air quality as it relates to public health
Widespread Hazardous Materials Contamination	• Oregon DEQ – Emergency response and clean-up program handles materials that have been spilled or released • U.S. Environmental Protection Agency (EPA) – Determines the specific activities that may be funded under the FEMA Public Assistance Program versus those that are under the authority of the EPA
Debris Removal Activities that Affect Endangered Species	• U.S. Fish and Wildlife Service • Oregon Department of Fish and Wildlife
Waterways Debris Removal	• U.S. Army Corps of Engineers – Responsible for debris removal from federally-maintained navigable channels and waterways • EPA – Responsible for the emergency removal of oil, pollutants, hazardous materials, and their containers from inland zones • U.S. Coast Guard – Responsible for the removal of oil discharges and hazardous substance releases that occur in the coastal zone

Debris-Related Activity	Regulatory Agency
Demolition	• Oregon SHPO – State historic review of the property • Oregon DEQ – Environmental review of the property (ACM) • Local jurisdiction building official

4.7. RELATIONSHIP TO OTHER PLANS

The Metro DDMP is supported by plans at the federal, state, regional, and local levels. To the extent practicable, the Metro DDMP is designed to be consistent with response plans at all levels.

Federal Plans: The Metro DDMP is designed to be consistent with the National Incident Management System, National Response Framework, and National Disaster Recovery Framework.

State Plans: The Metro DDMP is designed to be consistent with the state of Oregon's Cascadia Playbook, Emergency Operations Plan and Recovery Plan, as well as The Oregon Resilience Plan.

Regional Government Plans: The Metro DDMP is designed to be consistent with the 2030 Regional Solid Waste Plan and the Metro Property and Environmental Services Solid Waste Operations Division Continuity of Operations (COOP) Plan.

Local Government Plans: The Metro DDMP is designed to be consistent with Disaster Debris Management and Emergency Operations Plans for Clackamas, Multnomah, and Washington counties, as well as the City of Portland.

4.8. EQUITY CONSIDERATIONS

Metro is committed to serving everyone, everywhere, particularly individuals who may require additional support to access or utilize emergency services and programs. Meeting the needs of the whole community requires equitable access to activities and programs without discrimination and meeting the access and functional needs of all individuals. Metro recognizes that not everyone needs the same thing to meet life safety or other basic needs before, during, or after an emergency or disaster. There is no "one size fits all" approach.

Considerations for additional support are critical during planning and are mandated by the federal government. Debris management strategies will include actions that meet the needs of individuals with additional access and functional needs. In addition, our strategies will strive to minimize the burden from debris operations for all communities, especially for those who have been traditionally under-served and under-represented. Some examples include:

- Ensuring public information messages can be received and understood
- Debris management sites are not placed in traditionally under-served communities
- Household Hazardous Waste collection strategies include those with limited mobility and transportation, and making sure individuals with disabilities and others with access and functional needs can access sidewalks and public transportation resources

4.9. SAFETY OF EMPLOYEES AND FAMILY

All department directors (or designees) are responsible for the safety of their employees. Notification procedures for advising employees of incidents and emergencies and providing of employee duty assignments will follow the procedures established by each department. All Metro employees should attempt to contact their supervisors and managers within the first 24 hours following an incident. Emergency 9-1-1 should be utilized only if emergency assistance is needed. Departments with developed COOP plans will establish alternate facilities and staff locations, as applicable.

While all Metro employees are expected to contribute to the emergency response and recovery efforts of the community, employees' first responsibility is to their own and their families' safety. Each employee is expected to develop family emergency plans to facilitate family safety and self-sufficiency, which in turn will enable employees to assume their responsibilities to Metro and its citizens as rapidly as possible.

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5. METRO CONCEPT OF OPERATIONS

The Concept of Operations describes the processes for how to achieve the purpose of the plan. This section is organized chronologically to demonstrate the activities that will take place during each phase of debris operations.

Metro's approach to disaster debris management aligns with emergency management standards and principles, as well as federal, state, and local plans. This Concept of Operations provides strategies to conduct debris operations with the following priorities:

1. Protect human life, health, safety, and welfare through removal, staging, processing, and disposal of disaster debris.
2. Protect property and the environment in all phases of debris management.
3. Ensure debris operations are regionally coordinated, efficient, and effective.
4. Ensure debris operations expedite economic and community recovery efforts.

5.1. PREPAREDNESS AND READINESS

The Preparedness and Readiness phase is an ongoing process that includes planning, training, and exercising, prequalifying contractors, and other activities that will ensure that Metro and its partners are ready and able to respond to a debris-generating incident.

5.1.1. Information Management and Research

Metro will manage and, when applicable, research information in relation to disaster debris. This information will be available to Metro, its jurisdictional partners, and other debris stakeholders for planning, response, and recovery purposes. This will include, but not be limited to debris forecasts, solid waste system inventories of resources and capabilities, and Debris Management Site (DMS) identification.

5.1.1.1. Debris Forecasting

Metro will develop and maintain disaster debris forecasts for hazards that have the potential to generate significant debris within Clackamas, Multnomah, and Washington counties. These forecasts will break down debris amounts by Federal Emergency Management Agency (FEMA)-defined debris types and by jurisdictional boundaries. The information will be available to debris stakeholders for planning and response purposes. Appendix 5: Debris Forecasting contains detailed information on expected debris volumes and types.

5.1.1.2. Solid Waste System Inventories and Capabilities

Existing public and private facilities and resources are the best option for the management of debris, if they are operational following an incident and have the capacity to respond. Metro will develop and maintain a database of solid waste system facilities and resources, to include their capabilities of debris staging and processing, as well as the materials they are able to accept. Metro will also work with the facilities to help them prepare and plan for a disaster debris response. Additional information on the solid waste system is available in Appendix C: Solid Waste System Adaptability.

5.1.1.3. Debris Management Sites

If the current solid waste system is unable to manage the amount of debris following an incident, DMSs may be required to stage and process the debris. Metro will identify potential debris management sites geographically distributed across Clackamas, Multnomah, and Washington counties.

These sites will undergo an assessment to include land use compliance, potential impacts to the environment, and site access and be submitted to the Oregon Department of Environmental Quality (DEQ) for pre-activation approval. Metro will also investigate an inter-governmental agreement with DEQ that would delegate pre-activation authority to Metro as a way to expedite establishing sites. Metro will maintain a list of sites to meet forecasted needs and, as practicable, agreements should be put in place to ensure that the sites can be quickly activated following an incident. Appendix 6: Debris Management Site Identification Methodology has more information regarding Metro's selection of DMSs.

5.1.2. Procurement and Contracted Services

While many debris-generating incidents will be handled with current resources (either force account labor or under current agreements), there is the potential that some incidents will require contracted services particularly when large volumes of debris are generated or will need to be staged prior to processing or disposal. It is in the region's best interest to pre-qualify debris management contractors. Pre-qualification will expedite the contracting process following a debris-generating incident.

At a minimum, Metro will pre-qualify contractors to support debris management site operations and monitoring. Metro will also investigate the benefits to establishing a list of pre-qualified contractors for clearance and removal for regional partners. A regional list of pre-qualified

contractors in all four areas will help promote regional coordination and reduce unintentional competition between contracting jurisdictions. The procurement of pre-qualified contractors should focus on local and national based organizations.

If contracted services are necessary, these contracts must meet federal, state, regional, and local procurement requirements to be eligible for potential state or federal disaster assistance. Guidance for using contracted services can be found in Appendix G: Disaster Debris Contract Guide. A contracting checklist can be found in the appendix. For additional information, see FEMA Publication *FP 104-009-2 – Public Assistance Program and Policy Guide* – April 2018.

5.1.3. Public Messaging and Preparedness

Metro will lead, develop, maintain, and implement a disaster debris preparedness messaging campaign for regional and jurisdictional use. The campaign will be developed with the assistance and guidance of the Regional Disaster Messaging Task Force. Metro will also develop and maintain pre-scripted disaster debris message templates and messaging toolkit for use by Metro and other debris stakeholders. The templates and messaging toolkit are available in Appendix K: Public Messaging and Information Support.

5.1.4. Debris Staffing

Metro will identify and maintain a roster of staff able to perform the functions identified in this plan. The identified staff will complete and stay updated on incident management and debris training, as well as the procedures in this plan. Metro will develop and implement human resources policies to support staff with debris management responsibilities during response and recovery operations.

5.2. RESPONSE

The response phase begins immediately following the incident. In debris management, the priorities are the clearance of critical roadways and other operations that support life safety efforts.

During this phase, Metro will activate the Debris Incident Management Team (DIMT), establish situational awareness, and respond to partner jurisdiction requests.

5.2.1. Metro Debris Incident Management Team

Metro will use an incident management structure to coordinate Metro's disaster debris response. This structure will comply with the National

Incident Management System (NIMS) and will be led by Property and Environmental Services.

The DIMT will be responsible for conducting and planning Metro's debris operations and support, communications and information sharing, resource management, and financial tracking and cost recovery. It will have the capability to expand and contract as necessary, depending on the size and needs of the incident. Maintaining a cohesive and flexible organizational structure with clear leadership will ensure a coordinated and comprehensive response strategy. Further details on this structure are included in Section 7: Direction and Control.

5.2.2. Metro-Liaison, Debris/Solid Waste Expertise to Partners

If requested, Metro will provide solid waste and disaster debris technical expertise, as well as agency representation, to jurisdictional debris management response efforts. These representatives will be trained in disaster debris management and emergency operations center operations.

5.2.3. Multi-Jurisdictional Debris Management Task Force

During an incident that generates an overwhelming amount of debris across county boundaries, there may be a need to establish a Multi-Jurisdictional Debris Management Task Force (DMTF). If determined by the magnitude of the incident, or requested by affected counties, Metro will convene and facilitate the DMTF.

The DMTF will comprise representatives from organizations supporting or managing debris operations within the region. DMTF participants will likely include Metro, the Metro counties, incorporated municipalities, and special districts. Other potential members of the DMTF include the solid waste industry, debris contractors, volunteer organizations, and state and federal organizations supporting debris operations.

Some of those operational and support activities that a DMTF may perform include:

- Making recommendations for regional work assignments and priorities.
- Reporting on debris removal and disposal progress, and preparing situation reports for the regional distribution.
- Establishment and management of coordinated debris public information.

- Providing input to the Regional Joint Information Center on debris removal and disposal activities.
- Coordinating with local jurisdictions on issues that affect both regional and local operations.
- Coordinating with regional, state, and federal solid waste managers and environmental regulators.
- Coordinating with solid waste operators and facilities, as well as contracted debris resources.
- Identifying final debris disposal alternatives.
- Integrating volunteer resources.

5.2.4. Situational Awareness

During the response and recovery to a debris-generating incident, Metro will maintain regional situational awareness and a common operating picture on debris management activities. The planning section of Metro's DIMT will make this information available to partner jurisdictions and organizations. This will assist Metro and other debris responders in determining resource requirements and advance planning needs. The information will be dependent on the incident, but will generally include estimation and classification, staging and processing locations, and recovery and disposal strategies.

5.2.4.1. Debris Estimation and Classification

Estimating the amounts and types of debris is a vital step in determining the resources needed to manage the generated debris. Debris forecasts, damage assessments, and monitoring observations will be starting points, but other data will be incorporated into the methodology.

Metro will develop debris estimation and classification for public and private property. Although local governments are responsible for addressing the debris on public property and rights-of-way, the debris from private property will be collected and then disposed of by property owners through the normal solid waste collection system. It is important for Metro to understand the total amounts and types of debris to identify staging and processing requirements. Additional details are in Appendix B: Debris Estimation Methodology.

5.2.4.2. Staging and Processing Locations

Locations used to stage and process debris, whether current solid waste facilities or DMSs, will be critical to an efficient and expeditious response

and recovery. Metro will work with all debris stakeholders to develop, maintain, and distribute information regarding the position, staging capacity, processing capacity, and current status of each location throughout the debris operation. Appendix D: Debris Management Site Operations has more information on DMS locations.

5.2.4.3. Recovery and Disposal Strategies

Metro will document the recovery and disposal strategies developed based on the debris types and amounts. This information will be distributed by Metro to all stakeholders. Metro will also keep track of recovery and disposal metrics. Strategies are located in Appendix H: Debris Reduction and Disposal Strategies.

5.2.5. Public Information

Public information following a disaster will be a coordinated effort in accordance with the principles of the NIMS. Public Information Officers (PIO) will coordinate public information messages through the use of the Joint Information System (JIS) and Joint Information Center (JIC). Metro will provide a PIO to the JIS and JIC to help develop and distribute disaster debris messages. Working with PIOs from other affected jurisdictions, Metro will ensure that accurate, consistent, and timely messages are communicated to affected populations. The Metro PIO will also coordinate the development and dissemination of messages with the Metro and jurisdictional Debris Incident Managers. The type of information that needs to be communicated to the public related to debris operations includes information on resident health and safety, environmental considerations, and debris segregation and set-out procedures. A template providing sample messages for each phase of debris management operations can be found in Appendix K: Public Messaging and Information Support.

5.2.5.1. Public Inquiry

Successful debris operations will not only disseminate information to the public, but respond to inquiries as well. Metro's Recycling Information Center (RIC) currently answers the region's recycling, disposal, and waste prevention questions. The RIC will continue in this role and be used to answer calls from the public regarding options and locations for debris and solid waste. RIC staff and the communications department will work together to develop supporting information. RIC will also develop procedures to operate given the disruption of normal communications methods and to increase capacity, in the event of increased call demand.

Procedures for RIC response are in Appendix J: Recycling Information Center Inquiry Support.

5.3. SHORT-TERM RECOVERY

The recovery phase begins with debris removal and ends when all materials have reached their final disposition and all cost recovery is completed.

During short-term recovery, Metro will use debris estimates to determine the need for staging and processing locations and develop material disposition strategies, as outlined below.

5.3.1. Modification of Solid Waste System

Metro's preferred debris management strategy is to utilize the existing solid waste infrastructure to stage, process and dispose of debris. Following a debris-generating incident, Metro will work with public and private sector partners to manage the flow of debris through the solid waste system in order to reduce or eliminate the need for DMSs. The priority will be to use public facilities and transfer stations over other facility types, but will also be dependent on incident location and debris amounts. Information on the potential modifications of the solid waste system is in Appendix C: Solid Waste System Adaptability.

5.3.2. Debris Management Sites

A DMS may be required if the existing solid waste system's operational capacity is diminished or incapacitated, or the incident has generated quantities of debris that cannot be processed by the current infrastructure without posing a threat to public health and safety, threatening to pollute the environment, or hindering community economic recovery efforts. A DMS may also be considered when the staging or processing of debris through the current solid waste system would inhibit normal solid waste flow and operations or inequitably impact traditionally under-served communities.

When needed or requested by a partner jurisdiction, Metro will identify an appropriate DMS and work with DEQ on permitting and approval for site use. Pre-identified sites will be the preferred option. However, the amount and location of debris may require the identification and operation of additional or different sites.

Once approved and permitted, Metro will oversee the operation and management of the DMSs directly by staff or by contractor. After debris operations are complete, Metro will close and return the site to its initial

condition. Site operational plans can be found in Appendix D: Debris Management Sites Operations.

5.3.3. Household Hazardous Waste

During a debris-generating incident, Metro will provide disaster household hazardous waste management for residents within the Metro boundary. If conditions allow, Metro will use existing facilities and capabilities for collection. In the event additional temporary collection sites are needed, Metro may use a DMS or coordinate with partner jurisdictions to identify an alternate location. If Metro's facilities at the Central and South transfer stations are inoperable or inaccessible, Metro may need to use contractor support or request state or federal assistance to conduct operations. Additional details can be found in Appendix I: Household Hazardous Waste Support.

5.4. LONG-TERM RECOVERY

Long-term recovery should begin as early as it is possible to move debris to its final disposition and can take several years depending on the severity of the disaster and the audit processes from regulatory agencies.

5.4.1. Debris Recycle, Reuse, and Disposal

Metro's disaster debris materials disposition strategy will, when economically and operationally feasible, align with the waste management hierarchy: reuse, recycle, compost, energy recovery, and disposal. Metro is committed to exploring all options for recycling or beneficially utilizing disaster debris, in order to divert disaster debris from the landfill and retain recovery dollars in the regional economy, while ensuring the expeditious removal of debris.

Metro will develop general waste management strategies during the preparedness phase using information from debris forecasts on material types and amounts. During implementation of the strategies following an incident, Metro will modify actions based on the estimates of actual debris types and amounts, as well as current market conditions. Methods of disposal, recycling or reduction include, but are not limited to: segregation by material type, negative or positive recovery of specific materials, grinding and chipping of yard debris, bailing, compacting, and landfilling, dependent upon the specific site and materials. Metals, white goods, vegetative debris, wood, and soils are prime candidates for recycling. Most non-ferrous metals are suitable for recycling.

5.4.2. Debris Transport and Final Disposition

Disaster debris that cannot be reduced, reused, or recycled must be disposed of in landfills. Metro will ensure that existing or incident-specific transport and disposal contracts give Metro the flexibility to use a landfill that allows for expeditious and cost-effective debris disposal. Any contracts used will be reviewed for eligibility for FEMA reimbursement.

Transport will be prioritized to remove problem and putrescent debris. Other waste types, such as inert waste, may be staged for extended lengths of time.

5.4.3. Monitoring of Debris Management Site Operations

Metro will maintain accurate documentation of DMSs, disposal operations, and associated costs. This documentation serves as the basis for FEMA Public Assistance Project Worksheets, which authorize federal reimbursements. It will also verify that debris operations are eligible for reimbursement, costs are reasonable, contract and procurement processes are appropriate, quantification of the debris is accurate, and the tracking of the debris to its final disposition is recorded and in compliance with all relevant regulatory requirements.

5.4.3.1. Disposal Monitoring

The primary function of disposal monitoring is to document the processing of disaster debris at approved DMSs and final disposal or end use locations. Metro will have monitors perform quality assurance/quality control checks on all load documentation and haul-out documentation to ensure that complete information is captured.

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6. DIRECTION AND CONTROL

6.1. GENERAL

The ultimate responsibility for overall command and control of Metro departments and resources in response to an incident lies with the Chief Operating Officer (COO). However, the Property and Environmental Services (PES) Director will maintain coordination and management of Metro's debris operations, unless otherwise delegated. Department directors retain administrative and operational control over their employees and equipment unless they are operationally assigned to the Metro Debris Incident Management Team (DIMT). Debris operations will be conducted in a manner consistent with the National Incident Management System (NIMS), including use of the Incident Command System (ICS).

Pre-designated Debris Incident Managers (DIM) will manage the DIMT and assigned resources. A written delegation of authority will be signed by the COO, establishing the financial and authority limits granted to the DIM at the time of incident.

If Metro resources are insufficient or inappropriate to deal with an incident, the DIMT may request assistance from other jurisdictions, organized volunteer groups, and/or the state.

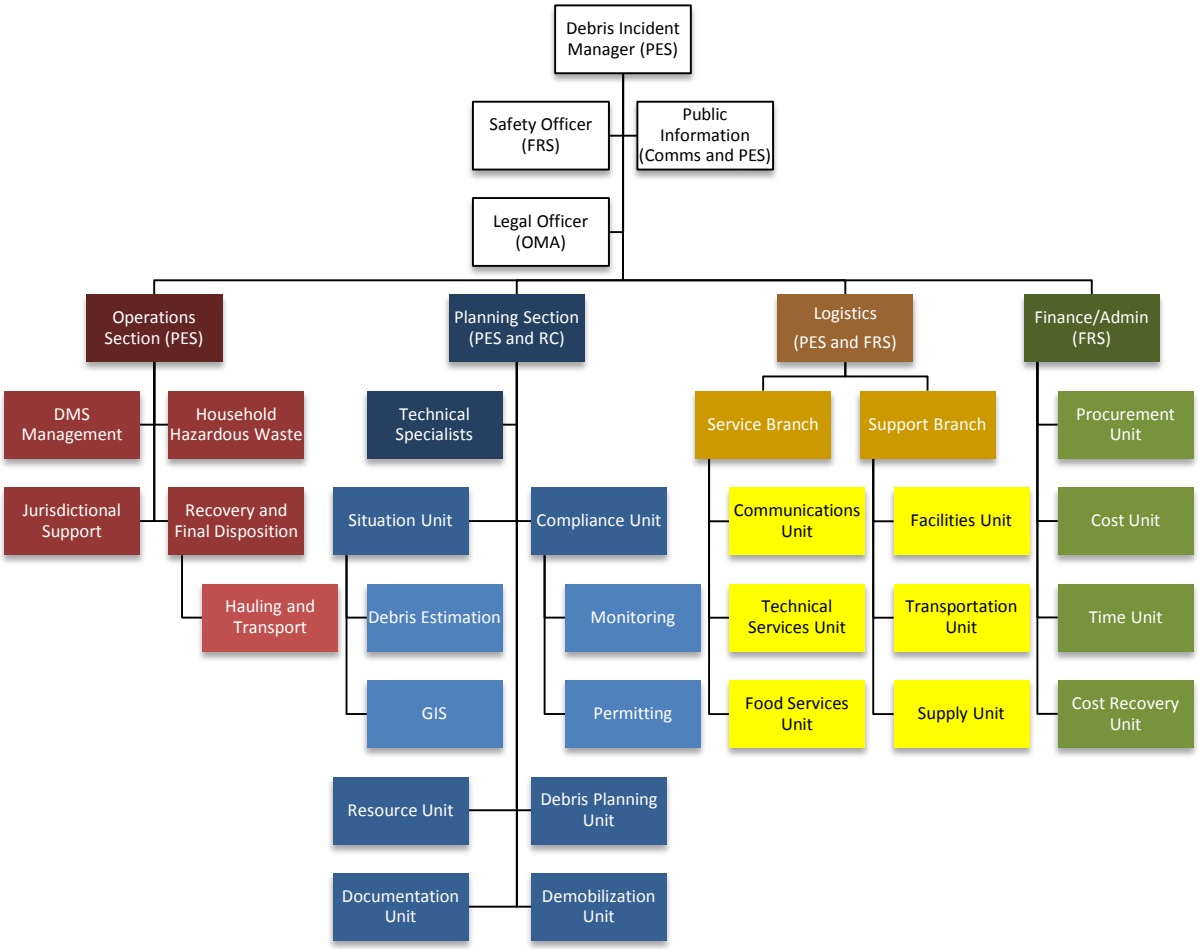
6.2. METRO ORGANIZATIONAL STRUCTURE FOR DEBRIS MANAGEMENT

The organizational structure for the DIMT is consistent with NIMS and uses ICS as its framework. It identifies the five primary management components (Command, Operations, Planning, Logistics, and Finance/Administration) and the associated branches, groups, units, and Technical Specialists. Positions are assigned only as indicated by an assessment of the location, size, and impact of the incident and the availability of trained personnel to assume a role. For some incidents, and in some applications, only a few of the DIMT's functional elements may be required. However, if there is a need to expand the DIMT, additional positions exist within the framework to meet virtually any need.

ICS establishes lines of supervisory authority and formal reporting relationships. There is complete unity of command as each position and person within the system has a designated supervisor. Direction and supervision follow DIMT organizational lines at all times.

The following are the major responsibilities and duties of all DIMT positions. Additional responsibilities and more detailed lists of duties are in Appendix A: Debris Incident Management Team Procedures.

Figure 6.1: Debris Incident Management Team Structure



6.2.1. Debris Incident Manager

The Debris Incident Manager (DIM) is the only position always activated in a debris response. Additional positions are activated by the DIM depending on the incident's size and severity of impacts. The DIM will maintain a significant amount of flexibility to expand and contract the DIMT as the situation changes.

The DIM is responsible for debris management operations. The DIM directs all the activities within the DIMT, sets the operational periods, and devises strategies and priorities to address those objectives that are communicated in the Incident Action Plan (IAP).

The DIM may have a deputy. Deputies may also be used at section and branch levels. Deputies must have the same qualifications as the person for whom they work as they must be ready to take over that position at any time.

6.2.2. Command Staff

The Incident Commander may appoint Command Staff to assist.

6.2.2.1. Safety Officer

The Safety Officer's function is to develop and recommend measures for assuring personnel safety and identify and correct hazardous and unsafe situations.

Only one Safety Officer will be assigned for each incident. The Safety Officer may have assistants as necessary. Safety assistants may be sent to locations with debris operations and have specific responsibilities.

6.2.2.2. Public Information Officer

The Public Information Officer (PIO) is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations.

Only one PIO will be assigned for each incident. The PIO may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions.

6.2.2.3. Legal Officer

Legal Officer responsibilities include providing legal advice to the DIM and DIMT personnel, as well as ensuring all plans, policies, agreements, and contracts are consistent with federal, state, Metro, and local requirements. Additionally, accurate records will need to be maintained. The legal advisor should work closely with the Documentation Unit of the Planning Section to ensure all records are maintained in accordance with all applicable laws and regulations.

6.2.2.4. Liaison Officer

Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer is the primary contact for agency representatives assigned to the DIMT by assisting or cooperating agencies. An Assistant Liaison Officer may be assigned to represent Metro at a partner Emergency Operations Center (EOC).

6.2.3. General Staff

General Staff positions (e.g., Operations, Planning, Logistics, and Finance/Administration Section Chiefs) may be activated by the DIM.

Qualified personnel will be assigned to serve as Section Chiefs. If necessary, qualified Deputy Chiefs may be appointed to assist the Section Chiefs perform specific tasks or serve in the Chief's absence.

6.2.3.1. Operations Section

The Operations Section manages all incident tactical activities and implements the IAP. Branches and units are implemented as needed to maintain a manageable span of control and streamline the organizational management. The number of positions activated depends on incident needs and the availability of qualified staff. The following branches may be activated depending on the needs of the incident:

- Debris Management Site Branch
- Household Hazardous Waste Group
- Jurisdictional Support Group

6.2.3.2. Planning Section

6.2.3.2.1. Situation Unit

The Situation Unit is responsible for collection, processing and organizing of all incident debris information and maintaining situational reports for the incident. These managers make this information available to DIMT personnel as well as the partner EOCs and other appropriate external agencies through the Liaison Officer. Important information may be displayed using tracking boards, chart pads, or computer software programs. Positions in the Situation Unit could include a Debris Estimation Specialist, Geographic Information System Specialist, Display Processor, Field Observer, and Weather Observer. Other positions will be established by the Situation Unit Leader or Planning Section Chief as required.

6.2.3.2.2. Resources Unit

The Resources Unit Leader tracks the status of personnel and material resources assigned to the incident. Personnel Tracking and Material Tracking Managers may be appointed to assist when necessary.

6.2.3.2.3. Debris Planning Unit

The Debris Planning Unit develops strategies for the best use of debris materials to divert as much debris from landfills as possible. The strategies will be based on the estimates of actual debris types and amounts, as well as current market conditions.

6.2.3.2.4. Compliance Unit

The Compliance Unit will ensure that all debris staging, processing, and other locations have the proper authorizations and permits to operate, and ensure compliance with applicable regulations. They will also direct and oversee monitoring activities.

6.2.3.2.5. Documentation Unit

The Documentation Unit Leader develops the IAP and other supporting documents. It is also responsible for the maintenance of incident files to ensure information is accurate and up-to-date. Incident files will be stored for legal, analytical, and historical purposes.

6.2.3.2.6. Demobilization Unit

The Demobilization Unit Leader is responsible for developing the Incident Demobilization Plan for approval by the DIM, presenting the plan to designated Command Staff and revising the plan as needed once implementation is underway. On large incidents, demobilization can be complex, requiring a separate planning activity.

6.2.3.2.7. Technical Specialists

Certain incidents or events may require the use of Technical Specialists who have specialized knowledge and expertise. Technical Specialists may function within the Planning Section or be assigned wherever their services are required. Technical Specialists report to the Planning Section Chief or a designated Unit.

6.2.3.3. Logistics Section

The Logistics Section provides for all the support needs of the incident. These responsibilities include acquiring resources from internal and

external sources. The Logistics Section can be subdivided into two branches depending on incident needs: the Service Branch and the Support Branch.

6.2.3.3.1. Service Branch

The Service Branch is responsible for supporting communications (Communications Unit), information technology/information services resource needs (Technical Services Unit), and food services for DIMT and other Metro staff (Food Services Unit).

6.2.3.3.1.1. Communications Unit

The Communications Unit is responsible for developing plans for the use of incident communications equipment and facilities, installing and testing of communications equipment, and the distribution and maintenance of communications equipment.

6.2.3.3.1.2. Technical Services Unit

The Technical Services Unit is responsible for maintaining the technical equipment used by the DIMT.

6.2.3.3.1.3. Food Services Unit

The Food Services Unit is responsible for supplying the food needs for the entire incident, including all remote locations, as well as providing food for personnel unable to leave tactical field assignments.

6.2.3.3.2. Support Branch

The Support Branch is responsible for acquiring needed supplies (Supply Unit), coordinating internal and external transportation (Transportation Unit), and acquiring facilities (Facilities Unit).

6.2.3.3.2.1. Supply Unit

The Supply Unit is responsible for ordering, receiving, processing, and storing all incident-related resources. Two managers report directly to the Supply Unit Leader.

- Ordering Manager: Places all orders for incident supplies and equipment.

- Receiving and Distribution Manager: Receives and distributes all supplies and equipment (other than primary tactical resources) and is responsible for the service and repair of tools and equipment. A Tool and Equipment Specialist may be assigned to service and repair all hand tools. The Specialist reports to the Receiving and Distribution Manager.

6.2.3.3.2.2. Transportation Unit

The Transportation Unit is primarily responsible for the maintenance, service, and fueling of all mobile equipment and vehicles. The Unit also has responsibility for the ground transportation of personnel, supplies and equipment, and the development of the Incident Traffic Plan.

6.2.3.3.2.3. Facilities Unit

This Unit is responsible for setup, maintenance, and demobilization of all incident support facilities except Staging Areas. The Facilities Unit will also provide security services to the incident as needed. Two managers report directly to the Facilities Unit Leader.

- Security Manager: Provides safeguards necessary for protection of personnel and property from loss or damage.

- Center Manager: Ensures that appropriate sanitation, security, and facility management services are in place at the center.

6.2.3.4. Finance/Administration Section

The Finance/Administration Section is responsible for managing all financial aspects of an incident. It coordinates personnel time (Time Unit), orders items and initiates contracts (Procurement Unit), arranges personnel-related payments and Workers' Compensation (Compensation/Claims Unit), and tracks response and recovery costs and payment of invoices (Cost Unit).

6.2.3.4.1. Time Unit

The Time Unit is responsible for ensuring the accurate recording of daily personnel time and compliance with Metro

and Federal Emergency Management Agency (FEMA) Public Assistance time recording policies.

6.2.3.4.2. Procurement Unit

All financial matters pertaining to vendor contracts, leases, and fiscal agreements are managed by the Procurement Unit. The unit is also responsible for maintaining rental equipment time records.

The Procurement Unit establishes local sources for equipment and supplies, manages all equipment rental agreements, and processes all rental and supply fiscal document billing invoices.

6.2.3.4.3. Compensation/Claim Unit

In the ICS, Compensation-for-Injury and Claims are contained within one unit. However, given their differing activities, separate personnel may perform each function. These functions are becoming increasingly important on many kinds of incidents.

Compensation-for-Injury oversees the completion of all forms required by workers' compensation and local agencies. A file of injuries and illnesses associated with the incident will also be maintained, and all witness statements will be obtained in writing.

Claims is responsible for investigating all claims involving property associated with or involved in the incident. This can be an extremely important function on some incidents.

6.2.3.4.4. Cost Unit

The Cost Unit provides all incident cost analyses. It ensures the proper identification of all equipment and personnel requiring payment, records all cost data, analyzes, and prepares estimates of incident costs, and maintains accurate records of incident costs.

6.3. INCIDENT MANAGEMENT PHASES

6.3.1. Alert

Alert and warning information may be transmitted to Metro via city and county duty officers, city and county emergency managers/coordinators, the National Weather Service, government agencies, the public, the media, and other sources. At Metro, the primary points for receiving alerts are:

a. Disaster Debris Planner, 971-201-5066, disasterdebris@oregonmetro.gov

b. Risk Manager, 503-998-5793, william.jemison@oregonmetro.gov

c. Recycling Information Center, 503-234-3000, askmetro@oregonmetro.gov

6.3.2. Plan Activation

When a debris-generating incident occurs, and it is determined that it is beyond the normal organization and functions of the solid waste system, the PES Director or designee may activate the Disaster Debris Management Plan (DDMP) and assign a DIM. In addition, the DIM may partially or fully activate the Metro DIMT based on an incident's type, size, severity, and anticipated duration. An Emergency Manager or leadership from any partner agency or jurisdiction can request Metro to activate the DDMP to support incidents that are being managed by their agency or jurisdiction. An emergency declaration is not required to activate the DDMP or the DIMT. If appropriate, however, the DIM, PES Director or COO may request that the Metro Council declare a state of emergency.

6.3.3. Notification

The Disaster Debris Planner or designee is responsible for making notification of plan activation to Metro departments and identified personnel, as well as external agencies and debris partners. When the DIMT is activated above Enhanced Operations, Metro departments, County Emergency Management, and debris partners will be notified of the activation level, be provided situation reports, and other essential information. Table 7.1 identifies stakeholders that would be notified based on the level of DIMT activation.

Each Metro department identified with a role under this DDMP will designate multiple points of contact for emergency notification to and from the disaster debris planner. The disaster debris planner maintains distribution lists used to disseminate information to external partners.

The internal notification lists and external distribution lists are updated annually to ensure contact information is current.

6.3.4. Management and Support

6.3.4.1. Operations and Coordination

The active branches and units of the Operations Section will vary depending on the need of the incident as determined by the DIM. The DIMT Operations Section will direct debris site management, household hazardous waste collection, jurisdictional support, and any other operational activities described in the response and recovery sections of the concept of operations.

6.3.4.2. Planning

The Planning Section is a primary function for the DIMT. It will gather information from a variety of sources, including all activated local EOCs, analyze and verify information, and prepare and update situational information and map displays. The Planning Section has an important function in overseeing the Planning Meetings and in preparing the IAP. The Section will collect and process internal EOC documentation and prepare advance planning information as necessary.

6.3.4.3. Situational Awareness

Situational awareness is necessary to maintain a common operating picture among response agencies. It is the outcome of the ongoing process of collecting, analyzing, and sharing information across agencies and the varying levels of government and the private sector. Situational awareness includes the gathering of pre-planned essential information elements that provide the emergency response community with the critical information for making strategic and operational decisions. Throughout the duration of the incident, additional critical information requirements will be identified based on the unique conditions of the incident.

The development of situation-specific crisis action plans tailored to the emergency is aided by deliberate planning in the preparedness phase. Crisis action plans typically include EOC Action Plans and IAPs that provide direction for operational periods. They also include plans tailored for specific missions, contingency plans, and demobilization and recovery plans.

6.3.4.4. Documentation

- **Situation Report (SITREP):** A daily (or more frequent) SITREP should be prepared and distributed by the DIMT to Metro departments, county EOCs, and debris stakeholders.
- **Incident Action Plan (IAP):** The DIMT will utilize NIMS ICS and other similar forms to facilitate planning and documentation of incident information.
- **Activity Logs:** All DIMT positions will maintain accurate logs of key response activities, including:
  - Significant actions and decisions
  - Activation or deactivation of facilities and sites
  - Emergency notifications to local governments and to state and federal agencies
  - Issuance of emergency declarations
  - Significant changes in the emergency
  - Major commitments of resources or requests for additional resources from external sources
- **Other Reports:** Several other reports covering specific functions are described in the appendices to this plan.

6.3.4.5. Logistics and Resource Management

Resource management will be conducted by the DIMT by the Logistics Section in accordance with NIMS and ICS. Metro will first use its own resources to respond, purchasing supplies and equipment if necessary, and request assistance if those resources are insufficient. The following potential sources for resources may be available to Metro for disaster debris management and operations:

- Metro personnel, equipment, and facilities
- Neighboring jurisdictions, through mutual aid or other agreements
- Private sector, through procurement, purchasing, or Memoranda of Understanding
- State of Oregon, including the National Guard, through the Oregon Office of Emergency Management (OEM).

- Federal government, under the National Response Framework (NRF), after the Governor's Declaration of Emergency.

6.3.4.6. Assistance Requests

Local governments and special districts are responsible for requesting additional resources and support for debris management, when needed. All assistance requests for Metro support will be made through county Emergency/Disaster Management offices.

Metro will request any needed resources or support from Multnomah County in a regional incident or from the Emergency/Disaster Management office of the affected county in a local incident. Any Metro requests that are unable to be filled at the county level or other partners, will be sent by the county to OEM.

The Oregon State Operations Officer will coordinate with the agencies represented in the state EOC to determine the best way to support the request. The state Operations Officer evaluates resource requests based on the goals and priorities established by the state OEM Director.

State resources will be provided to the county or Metro as agreed by the entities concerned. The state OEM Director makes final decisions in cases of conflicting interest, such as competing resource requests or priority questions.

In the event that the capabilities of the State are not sufficient to meet the requirements as determined by the Governor, federal assistance may be requested. OEM coordinates all requests for federal assistance through the state EOC. FEMA coordinates the Governor's presidential request for assistance in accordance with the NRF.

6.3.4.7. Finance and Administration

The DIMT Finance Section will maintain detailed financial records related to Metro's debris management activities, to include:

- Personnel time and costs, including overtime and food costs
- Equipment time and costs
- Costs for leased or rented equipment
- Costs for contract services to support debris management
- Costs of specialized supplies expended for debris management

- Time and costs for personnel and equipment obtained through mutual aid or other agreement
- Costs of providing support to outside resources (e.g. state and/or federal resources)
- Records of accidents or other incidents involving injury and/or property damage

These records may be used as a basis for requesting financial assistance for certain allowable response and recovery costs from the state and/or the federal government. Similarly, they may be used to support adjudication of requests for compensation submitted by individuals, owners of private property used by Metro, and other such claimants.

The DIMT Finance Section will also ensure that all procurement and contracting processes meet applicable Metro, state, and federal eligibility requirements to avoid risk of external fund de-obligation. In recent years, millions of dollars in disaster assistance has been de-obligated to grant applicants following audits because their procurement procedures did not meet federal requirements. De-obligation of disaster assistance funding has caused economic hardships for many jurisdictions.

6.3.4.8. Records Management

Under state law, incident records are permanent. Metro is responsible for establishing the administrative controls necessary to provide reasonable accountability and justification for expenditures made to support emergency operations. This shall be done in accordance with established fiscal policies and standard cost accounting procedures. On the DIMT, the Finance Section will work with the Documentation Unit in the Planning Section to compile that information.

6.3.5. Transition to Long-term Recovery

Although there is no clear line between the response and recovery phases, the coordination and resources will transition from debris removal and staging to processing and disposal. Generally, the termination of the local declaration of emergency will signal the formal transition to the long-term recovery phase. The formal transition to long-term recovery and the transfer of incident management will be announced to all departments and agencies using existing notification protocols and procedures. Long-term recovery activities may also include coordination with state and federal governments for administering state and federal assistance.

6.3.6. Post-Incident and Exercise Review

PES is responsible for organizing and conducting a review following the conclusion of any incident involving DIMT activation. The review will entail both written and verbal input from appropriate stakeholders.

6.4. DEBRIS INCIDENT MANAGEMENT TEAM

6.4.1. Levels of Activation

The DIM may activate the DIMT in part or in whole based on the size and complexity of an incident. Metro uses a progressive scale of operations in order to scale up or down according to the needs of the incident. The commitment of personnel and material should ensure that an appropriate level of coordination and support is provided while also demonstrating responsible stewardship of these public resources.

Factors influencing the level of DIMT activation include the warning time, the DIM's situational assessment, jurisdictional resource requests, and the geographic and resource impacts of the incident. Based on this information, the DIMT will be activated at a level necessary to carry out the tasks that must be performed.

Table 6.1: Debris Incident Management Team Activation Levels

Operational Level	To be notified	Documentation	Example
Routine Operations	• Not applicable	• Plan distribution	• Not applicable
Enhanced Operations	• PES Director • DIMT Staff • Affected jurisdiction emergency managers	• Situation Report	• Forecasted severe weather • Forecasted flooding

Operational Level	To be notified	Documentation	Example
Partial Activation	Above plus: • Chief Operating Officer • Senior Leadership Team • Regional Emergency Managers	Above plus: • Incident Action Plan	Above plus: • Local storm • Local flooding • Landslide
Full Activation	Above plus: • Metro Council	Same as above	Above plus: • Catastrophic debris-generating incident • Earthquake • Regional Storm • Regional Flooding

6.4.1.1. Routine Operations

During routine operations, Metro's debris management program focuses on preparedness activities and ensures the readiness of the DIMT and other resources. Key aspects of routine operations include ensuring the ability to receive alerts/warnings, make critical notifications, and initiate emergency protocols including recommending an escalation in the level of EOC operations.

6.4.1.2. Enhanced Operations

Enhanced operations are used when an incident requires increased monitoring capability. It generally involves staffing components of the DIMT in order to effectively collect, analyze, and disseminate information and conduct appropriate contingency planning. This most commonly occurs to monitor a forecasted event or small incident in case it rapidly escalates, as in a flood or severe storm.

6.4.1.3. Partial Activation

A limited activation of the DIMT is typically used for establishing specific functions without activating the entire response organization. This approach may be optimal for planned public events, incidents of moderate size and scope, or incidents requiring specialized resource support. In addition to the staffing for enhanced operations, a partial activation will

likely include a robust planning section, a full complement of Section Chiefs and additional personnel, as required by the incident.

6.4.1.4. Full Activation

A full activation of the DIMT will be implemented during most major and all catastrophic incidents. The decision to fully activate will be based on the requirements of the incident. For full activations, all shifts of the DIMT may be activated. These shifts are composed of pre-designated functional area representatives from Metro departments and other debris stakeholders.

6.4.2. Debris Incident Management Team Staffing

PES and other Metro departments will provide staff to the DIMT. At any time, if the incident expands or contracts, changes in jurisdiction, or becomes more or less complex, the DIM may change staffing to meet the needs of the incident. In the event that Metro staffing resources are not adequate to maintain debris operations, Metro may request support.

Metro staff involved in emergency response and designated personnel assigned to the DIMT are required to report upon activation. Personnel assigned to the DIMT have the authority to make the decisions associated with their Command and General Staff positions.

6.4.3. Deactivation

The needs of each incident will be different and determine the timeframe for resource deactivation of the DIMT. This decision is made by the DIM and PES Director, in some cases the COO may be consulted as well.

In a small, localized incident once the quantities and types of debris can be integrated into the solid waste system, the DIMT may be deactivated and any remaining recovery activities included as part of normal operations. In a larger, catastrophic incident the DIMT may be activated for an extended duration until all debris is processed and disposed. Alternatively, the PES Director or COO may designate a coordinating group for recovery and/or appoint a recovery coordinator to oversee processing and disposal operations.

When the DIMT is deactivated, notification will be made to the same agencies that were notified upon activation. If necessary, the DIMT may also be re-activated and debris operations re-initiated at any time.

7. ROLES AND RESPONSIBILITIES

7.1. GENERAL

Metro departments and response partners will have various roles and responsibilities throughout a debris operation. The Metro Debris Incident Management Team (DIMT) will be established by the Debris Incident Manager (DIM) to support response and recovery efforts and maintain a significant amount of flexibility to expand and contract as the situation requires. Typical duties and roles may also vary depending on the incident's size and severity of impacts, as well as the availability of local resources. Thus, it is imperative to develop and maintain depth of qualified staff within the command structure and response community.

Most Metro departments have emergency functions that are similar to their normal duties. Each department will work with Property and Environmental Services (PES) to develop and maintain its own procedures for carrying out these functions during an emergency. General responsibilities are outlined below, and more detailed procedures are located in individual appendices.

7.2. METRO

7.2.1. All Departments

7.2.1.1. Preparedness

- Identify and maintain a roster of staff able to perform the functions assigned in this plan. The identified staff will complete and stay updated on incident management and debris training, as well as the procedures in this plan.
- Identify the systems, equipment, and other resources needed to perform the functions assigned in this plan.
- Participate in disaster debris management training and exercises, as appropriate.
- Participate in regular review and update of this plan and disaster procedures.

7.2.1.2. Response and Recovery

- Track and report all incident-related hours and costs to the DIMT Finance Section.

7.2.2. Metro Council

7.2.2.1. Preparedness

- Establish legal, policy and budget priorities to support Metro's disaster debris management capabilities.

7.2.2.2. Response and Recovery

- Declare a state of local emergency as defined by state law when conditions exist requiring such declaration.
- Fix the geographical limit of the area in the case of any incident that warrants the exercise of emergency control in the public interest.
- Fix the duration of time when the area designated will remain an emergency area.
- As required, extend, modify, or terminate a declaration of emergency.
- Implement authority assigned by this plan.
- Commit Metro resources for emergency response, restoration, or recovery.
- Redirect Metro funds for emergency use and suspend standard Metro procurement procedures.
- Identify and recommend waivers or variances for solid waste collectors, facilities, transportation, and disposal sites that are necessary to address an emergency.
- Identify and recommend when exemption to Metro's excise tax is in the best interest of the region and assure expeditious response and recovery from an incident.
- Suspend any Metro code, resolution, executive rule, administrative rule, guideline, or practice if compliance with such provision would in any way prevent, hinder, or delay necessary action in coping with the emergency.
- Participate in a policy group, if established, to support coordination of disaster debris operations.

7.2.3. Office of the Chief Operating Officer

7.2.3.1. Preparedness

- Provide signature authority for legal documents, including mutual aid agreements with neighboring jurisdictions, inter-governmental agreements, and notices to proceed with contracted service providers.

7.2.3.2. Response and Recovery

- Maintain situational awareness of Metro's operational status and assure communication among departments.
- Stay informed, through the Metro DIMT, of the local and regional situation.
- Issue authorizations or exemptions for Debris Management Sites (DMSs).
- Identify and recommend waivers or variances for solid waste collectors, facilities, transportation, and disposal sites that are necessary to address an emergency.
- Identify and recommend when exemption to Metro's regional system fee is in the best interest of the region and assure expeditious response and recovery from an incident.
- Provide exemptions to Metro rules and code as requested and required by the incident.
- Evaluate the effectiveness of emergency response activities.
- Oversee the execution of the authorities described in the Disaster Debris Management Plan (DDMP).
- Coordinate any public announcements, statements, or messaging with the Public Information Officer (PIO).
- Solicit support from partners.

7.2.4. Property and Environmental Services

7.2.4.1. Preparedness

- Trigger process for suspending and waiving solid waste disposal fees and taxes.

- Maintain and coordinate regular review of Metro's DDMP and related procedures.
- Support the identification and authorization of available solid waste facilities and DMSs.
- Obtain or provide approval from regulatory agencies for DMSs to be operated by Metro.
- Develop plans and procedures to support the establishment and operation of DMSs.
- Coordinate with Chief Operating Officer, Finance and Regulatory Services, and Office of the Metro Attorney to negotiate inter-governmental agreements.

7.2.4.2. Response and Recovery

- Activate and implement the DDMP.
- Assign a Debris Incident Manager during the incident.
- Provide staff to the appropriate sections in the DIMT and Multi-Jurisdictional Debris Management Task Force (see Figure 5.1).
    - Command Staff
    - Operations Section: All
    - Planning Section: Technical Specialists, Compliance Unit, Debris Planning Unit
    - Others, as requested and able
- Ensure compliance with federal assistance programs for debris operations.
- Support requests for debris management assistance in accordance with this plan.
- Conduct information collection, recording, tracking, assessment, verification, display, and dissemination to promote situational awareness pertaining to debris types and locations.
- Support the provision of personnel and equipment or contracts for resources to support solid waste and DMS operations.
- Identify and open DMSs.

- Establish Recycling Information Center (RIC) as hotline for debris removal questions and concerns, to serve as the Regional Debris Public Inquiry Center.
- Provide Household Hazardous Waste (HHW) collection, processing, and disposal, in support of disaster debris operations, while protecting human life, public health, and the environment.
- Investigate and clean up illegally dumped disaster debris on public property.

7.2.5. Office of the Metro Attorney

7.2.5.1. Preparedness

- Assist PES in development of Metro Code to deal specifically with disasters and disruptions.
- Review inter-governmental agreements, mutual aid agreements, memoranda of understanding, and contracts.
- Develop or amend designated facility agreements with existing solid waste disposal sites.

7.2.5.2. Response

- Provide staff to the appropriate sections in the DIMT and Multi-Jurisdictional Debris Management Task Force (see Figure 5.1).
    - Legal Officer
    - Finance Section: Procurement Unit, Cost Recovery Unit
    - Others, as requested and able
- Coordinate the emergency declaration process.
- Develop and review all debris management contracts and private property land leases for DMS operations.
- Review all solid waste licenses and franchises to establish requirements and expectations in a disaster.
- Ensure compliance with all local, regional, state, and federal laws and regulations, including environmental, historical preservation and other applicable policies.
- Provide support to the Metro DIMT.

7.2.6. Communications

7.2.6.1. Preparedness

- Develop a disaster debris preparedness campaign in conjunction with debris and regional partners.
- Develop and maintain debris management public messaging resources to include, but not limited to, templates, pre-scripted public information messages, and fact sheets.

7.2.6.2. Response

- Provide staff to the appropriate sections in the DIMT and Multi-Jurisdictional Debris Management Task Force (see Figure 5.1).
    - Public Information Officer
    - Planning Section: Situation Unit, Documentation Unit
    - Others, as requested and able
- Monitor news and social media for debris-related information.
- Coordinate with the Debris Incident Manager, the Operations Section, and partner jurisdictions to develop public messaging regarding debris operations, removal, garbage collection, sanitation, illegal dumping, and public collection centers.
- Coordinate with the Joint Information Center to promote public information about debris management practices and public disposal site locations.
- Assign a PIO or Assistant to the jurisdictional or regional Joint Information Center.
- Coordinate with the Recycling Information Center to support staffing and fact sheets.

7.2.7. Finance and Regulatory Services

7.2.7.1. Preparedness

- Assist PES in the pre-qualification process of debris site management and debris monitoring contractors.
- Assist PES in the joint pre-qualification process of debris clearance, debris removal, and debris monitoring contractors.

- Maintain familiarity with the Federal Emergency Management Agency (FEMA) public assistance process.

7.2.7.2. Response

- Provide staff to the appropriate sections in the DIMT and Multi-Jurisdictional Debris Management Task Force (see Figure 5.1).
    - Safety Officer
    - Finance and Admin Section: Procurement Unit, Cost Unit, Time Unit, Compensation/Claim Unit
    - Others, as requested and able
- Ensure safety procedures are in place for all Metro debris operations.
- Assist PES in bidding and contract process with pre-qualified contractors.
- Track and report all incident-related hours and costs to the Debris Management Team Finance Section.
- Compile all cost and hours related to debris operations from Metro departments.
- Maintain documentation for federal reimbursement for Metro debris operations.
- Manage the FEMA reimbursement process for Metro.
- Manage and review contractor invoices for payment.

7.2.8. Information Services

7.2.8.1. Preparedness

- Maintain communication and technology response equipment.

7.2.8.2. Response

- Provide staff to the appropriate sections in the DIMT and Multi-Jurisdictional Debris Management Task Force (see Figure 5.1).
    - Logistics Section: Service Branch
    - Others, as requested and able

- Coordinate telecommunications and information technology services for responding Metro staff.

7.2.9. Research Center

7.2.9.1. Preparedness

- Develop and manage debris information available to Metro, its jurisdictional partners, and other debris stakeholders for planning, response, and recovery purposes.
- Develop and maintain disaster debris forecasts for hazards that have the potential to generate significant debris within Clackamas, Multnomah, and Washington counties.
- Keep current on local, state, and federal data as related to debris forecasting and estimation.
- Maintain a database of solid waste system facilities and resources, to include their capabilities for debris staging and processing.
- Identify potential DMSs geographically distributed across Clackamas, Multnomah, and Washington counties.
- Maintain a database of sites to meet forecasted needs, to include their capabilities for debris staging and processing.
- Review any debris management procurement process or document for inclusion of any Metro data requirements.
- Provide mapping and information support for the development of preparedness messaging materials and pre-scripted public information messages.

7.2.9.2. Response and Recovery

- Provide staff to the appropriate sections in the Debris Management Team and Multi-Jurisdictional Debris Management Task Force (see Figure 5.1).
    - Operations Section: Jurisdictional Support Group
    - Planning Section: Situation Unit, Debris Planning Unit, Documentation Unit, Technical Specialists
    - Others, as requested and able

- If requested, provide technical expertise to jurisdictional debris management response efforts.
- During the response and recovery to a debris-generating incident, maintain and distribute regional situational awareness and a common operating picture on debris management activities.
- Develop debris estimation and classification for both public and private property.
- Work with all debris stakeholders to develop, maintain, and distribute information regarding the position, staging capacity, processing capacity, and current status of each location throughout the debris operation.
- Develop maps and layers to support debris operations. This may include disposal sites and debris removal routes along with hauler franchises, solid waste facilities, and key infrastructure – schools, hospitals, etc. It may also include mapping regional debris removal progress to assist in maintaining a common operating picture.

7.2.10. Parks and Nature

7.2.10.1. Preparedness

- Lead or support negotiations with private sector land owners on use of private property as a DMS.
- Identify potential DMS sites in Metro parks and lands.

7.2.10.2. Response

- Assist in prioritizing debris removal from Metro Regional Parks considered vulnerable sites.

7.3. STATE OF OREGON

State agencies provide regulatory guidance and technical assistance for debris operations. The following section provides an overview of the roles and responsibilities of State agencies involved in debris operations.

7.3.1. Oregon Office of Emergency Management

- As outlined in Oregon Revised Statutes (ORS) 401.092, the office is responsible to provide and staff a state Emergency Coordination Center (ECC). Under a state declaration of emergency, the Oregon Office of Emergency Management (OEM) has the authority to direct state agencies to provide response and recovery assistance to local and tribal governments. The Oregon ECC is the single point of contact

for an integrated state response to a major emergency or disaster. When activated, the ECC is considered an operational extension of the Governor's Office.

- During a debris incident, OEM is responsible for coordinating and facilitating emergency planning, preparedness, response, and recovery activities with the state and local government and organizations, and shall:
    - Serve as the Governor's Authorized Representative for coordination of certain response activities and managing the recovery process.
    - Coordinate the activities of all public and private organizations specifically related to providing emergency services within Oregon.
    - Enforce compliance requirements of federal and state agencies for receiving funds and conducting designated emergency functions.
    - Serve as the Public Assistance program applicant during a federally declared disaster and provide oversight of sub-applicants.
    - Perform as a core agency in the Oregon Debris Management Task Force.
    - Request debris removal resources from other states through the Emergency Management Assistance Compact or through the Pacific Northwest Emergency Management Arrangement.
    - Coordinate requests for assistance and participate with the federal government in operating a Joint Field Office when federal assistance is needed.
    - Task other state agencies, as needed, to aid local jurisdictions in debris management operations.
    - Coordinate emergency debris clearing and urgent removal prioritization on priority transportation routes and state-owned/managed waterways.
    - Facilitate and conduct the initial damage assessment and, if necessary, the joint preliminary damage assessment process.
    - Support Oregon Department of Transportation in seeking assistance from Federal Highway Administration for the Emergency Relief Program.

7.3.2. Oregon Department of Environmental Quality

- Provide guidance on environmental regulations regarding debris operations.
- Provide technical assistance for debris removal of solid waste and hazardous materials.
- Provide technical assistance in temporary disaster debris site management and/or debris disposal site permitting.
- Provide expedited environmental permitting and/or authorizations for air quality, water quality, solid waste, if prudent and necessary, including Solid Waste Letters of Authorization or Air Quality Emergency Burn Letter Permits.
- Consider delegation of certain responsibilities to Metro to expedite DMS approval.
- Provide technical assistance on waste characterization and minimization, hazardous and solid waste handling/disposal, managing asbestos-containing material, and related issues.
- Provide contractors for response to hazardous materials and oil releases (for imminent threat or potential releases) through use of Department of Environmental Quality (DEQ) or Environmental Protection Agency (EPA) spills response contractor if appropriate or through DEQ's HHW contract for removal of HHW or conditionally exempt generators waste.
- Provide coordination with U.S. EPA and U.S. Coast Guard through the Northwest Region 10 Response Team for responses that exceed the state of Oregon's capacity to respond.

7.3.3. Oregon Department of Transportation

- Implement debris removal along state and federal rights-of-way; provide support as requested through the state ECC.

7.3.4. Oregon Department of Geology and Mineral Industries

- Provide technical support on the forecasting and estimation of debris.

7.3.5. Oregon Department of Forestry

- Provide technical support on timber and management of forestlands, debris flow warning systems; provide support as requested through the state ECC.

7.3.6. Oregon Health Authority

- Provide technical assistance on public health concerns associated with debris management including radioactive waste or asbestos-containing waste; provide support as requested through the state ECC.

7.3.7. Oregon Occupational Health and Safety

- Provide technical assistance on health and safety issues associated with debris management; provide support as requested through the state ECC.

7.3.8. Oregon Department of Fish and Wildlife

- Provide technical support on maintaining beneficial debris in stream channels; provide technical support on fish and wildlife issues; provide support as requested through the state ECC.

7.3.9. Oregon Department of Agriculture

- Provide technical support on invasive pests and disposal of grasses, yard debris and soils; provide support as requested through the state ECC.

7.3.10. Oregon State Parks and Recreation Department

- The Oregon State Historic Preservation Office is responsible for cultural/archeological impacts associated with location and operation of DMSs.

7.4. FEDERAL

Federal agencies support debris operations by providing disaster assistance funding, regulatory oversight, and technical assistance. The following section provides an overview of the roles and responsibilities of federal agencies involved in debris operations.

7.4.1. Federal Emergency Management Agency

- Provide technical assistance for debris operations.
- Lead environmental and historical preservation review process for DMSs.
- Provide grant funds through the Public Assistance (PA) Program reimbursement process.
- Provide procurement assistance and advice to state, local, and other eligible organizations.

- Assign federal mission assignments as requested.
- Emergency Support Function (ESF) #3 - Public Works and Engineering
- ESF #10 - Oil and Hazardous Material Response
- Administer the FEMA PA Program for Category A: Debris Removal.
- Ensure safety, eligibility, and compliance are maintained.

7.4.2. U.S. Army Corps of Engineers

- Act as the primary federal entity for ESF #3 - Public Works and Engineering.
- Lead debris operations for FEMA-assigned debris missions.
- Remove sunken vessels from navigable waterways under emergency conditions.
- Provide technical assistance and training support to state and local agencies.
- Provide support and resources for state and local operations to the greatest extent possible.

7.4.3. Natural Resources Conservation Service

- Provide technical assistance for debris removal from natural streams and creeks.
- Provide funding for debris operations through the Emergency Watershed and Protection program.

7.4.4. Federal Highway Administration

- Support repair and reconstruction of federal aid highways and roads on federal lands.
- Provide funding for debris operations through the Federal Highway Administration (FHWA) Emergency Relief Program (ERP). Authority for debris-related activities is limited to debris removal and disposal within FHWA jurisdiction when the ERP is activated.

7.4.5. Environmental Protection Agency

- Act as the primary federal entity for ESF #10 – Oil and Hazardous Material Response that occur on land and non-navigable waterways. (U.S. Coast Guard is the primary federal entity for the Columbia River, Willamette River, and Multnomah Channel within Multnomah County.)

- Provide clean-up of debris that is mixed with or contains oil or hazardous materials, in coordination with the Oregon DEQ, and with the U.S. Coast Guard if within navigable waterways.
- Establish standards and guidance for the proper management of debris.

7.4.6. U.S. Fish and Wildlife

- Provide technical assistance for debris removal projects that involve the known habitat of a threatened or endangered species.

7.4.7. U.S. Coast Guard

- Provide clean-up of debris and hazardous materials in navigable waterways.

8. PLAN ADMINISTRATION AND MAINTENANCE

The Property and Environmental Services (PES) Department will coordinate the revision of Metro's Disaster Debris Management Plan (DDMP) as necessary, but no less than once every five years. The Plan will be reviewed and approved by the Chief Operating Officer (COO) when significant changes are recommended or at least every five years. The Metro Council will adopt a broad framework by ordinance for Metro's role in debris management. The COO is authorized to make changes that are within the framework adopted by Metro Council.

Plan revisions may reflect changes in organization or capability, new data on hazards and impacts, emerging best practices in debris management, or lessons learned from exercises or actual response and recovery activities. When a change to plan content is required, PES will develop the official copy of the new text, preserving an archive copy of the previous version showing all changes in underline/strikethrough for future reference. All changes will also be summarized in the Record of Plan Changes below. Upon completion of a significant revision or at least every five years, the Base Plan will be distributed to partners in accordance with the Plan Distribution List below.

8.1. RECORD OF PLAN CHANGES

All updates and revisions to the DDMP will be tracked and recorded in the following table. This process will ensure that the most recent version of the Plan is disseminated and implemented.

Table 8.1: Record of Plan Changes

Date	Change Number	Author	Summary of Change

8.2. PLAN DISTRIBUTION LIST

Copies of the DDMP will be provided to the following jurisdictions, agencies, and persons electronically, unless otherwise indicated. Updates will be provided electronically, when available. Recipients will be responsible for updating their organization-specific debris management plans and procedures as appropriate. The Disaster Debris Planner is ultimately responsible for dissemination of all DDMP updates. Copies of the DDMP will also be maintained at PES, Metro Communications, and the COO's Office.

Table 8.2: Plan Distribution List

Department/Agency/ Organization	Individual/Title
Metro	Chief Operating Officer
	Communications Director
	Finance and Regulatory Services Director
	Human Resources Director
	Information Services Director
	Metro Attorney
	Parks and Natural Areas Director
	Property and Environmental Services Director
	Research Center Director
State of Oregon	State Public Assistance Officer
	Department of Environmental Quality
Clackamas County	Disaster Management Director
Multnomah County	Emergency Management Director
Washington County	Emergency Management Director
City of Portland	Emergency Management Director

8.3. PLAN REVIEW ASSIGNMENTS

Metro departments are responsible for the maintenance of their respective appendices and implementing instructions (i.e., standard operating procedures, checklists, etc.). Unless otherwise stated, the following table identifies departments and divisions responsible for regular review of specific plan sections and appendices to ensure accuracy. Changes will be forwarded to the Disaster Debris Planner for incorporation into the DDMP and dissemination of the revised version. This does not preclude other departments and agencies from providing input to the document. It is also encouraged that plan review be performed concurrently with review of other related Metro emergency plans and procedures to enhance consistency.

Table 8.3: Plan Review Assignments

Section/Appendix	Responsible Party
Base Plan (Section 1-8)	PES/SWICC
Informational Appendices (Section 9)	
Appendix 1-4	PES/SWICC
Appendix 5: Debris Forecasting	Research Center
Appendix 6: Debris Site Methodology	Research Center
Appendix 7: Emergency Routes	Planning
Appendix 8: Agreements	Office of Metro Attorney (OMA)
Appendix 9: Pre-Qualification	Finance and Regulatory Services (FRS)
Appendix 10: Maps	Research Center

Section/Appendix	Responsible Party
Functional Appendices (Section 10)	
Appendix A: DIMT Procedures	PES/SWICC
Appendix B: Debris Estimation	Research Center
Appendix C: Solid Waste System	PES/SWICC
Appendix D: Debris Site Operations	PES/SWICC and Operations
Appendix E: Disposal Monitoring	PES/SWICC
Appendix F: Situational Awareness	Research Center
Appendix G: Contract Guide	FRS and OMA
Appendix H: Reduction and Disposal	PES/Resource Conservation and Recycling
Appendix I: HHW Support	PES/Operations
Appendix J: RIC Inquiry Support	PES/RIC
Appendix K: Public Messaging Support	Communications

8.4. TRAINING AND EXERCISES

Metro will maintain a Training and Exercise Program that provides opportunities to test and exercise this plan regularly. Metro will develop and maintain an exercise schedule. It will focus on one to two elements of the plan annually and exercise the entire plan every 3 years. When opportunities are available, Metro will host or participate in regional exercises.

Metro will train staff responsible for debris operations to minimum Incident Command System standards, basic emergency operations center management, and debris management. Developing the knowledge, skills, and abilities of Metro staff is critical to ensuring that they are able to respond effectively and cohesively when a debris-generating incident occurs.

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9. INFORMATIONAL APPENDICES

9.1. APPENDIX 1: ACRONYMS

ACM	Asbestos Containing Material
COO	Chief Operating Officer
COOP	Continuity of Operations
DDMP	Disaster Debris Management Plan
DEQ	Department of Environmental Quality
DIM	Debris Incident Manager
DIMT	Debris Incident Management Team
DMS	Debris Management Site
DMTF	Debris Management Task Force
ECC	Emergency Coordination Center
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ERP	Emergency Relief Program
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FRS	Finance and Regulatory Services
HHW	Household Hazardous Waste
HSPD	Homeland Security Presidential Directive
IAP	Incident Action Plan
ICS	Incident Command System
JIC	Joint Information Center
JIS	Joint Information System
NIMS	National Incident Management System
OEM	Office of Emergency Management
OMA	Office of Metro Attorney
ORS	Oregon Revised Statutes
PA	Public Assistance
PES	Property and Environmental Services
PIO	Public Information Officer
RCR	Resource Conservation and Recycling
RIC	Recycling Information Center

SHPO	State Historic Preservation Office
SITREP	Situation Report
SWICC	Solid Waste Information, Compliance, and Cleanup
U.S.	United States

9.2. APPENDIX 2: DEFINITIONS

After Action Report: A document intended to capture observations of an exercise and make recommendations for post-exercise improvements.

Cascadia Playbook: A reference guide in development by the state of Oregon for how state agencies across Oregon will coordinate efforts during a major disaster.

Cascadia Subduction Zone: A 600-mile fault, a convergent plate boundary, that runs from northern California up to British Columbia and is about 70-100 miles off the Pacific coast shoreline.

Catastrophic Incident: Any natural or human-made incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

Construction and Demolition Debris: Components of buildings and structures, such as lumber and wood, gypsum wallboard, glass, metal, roofing material, tile, carpeting and other floor coverings, window coverings, pipe, concrete, asphalt, equipment, furnishings, and fixtures.

Continuity of Operations: The activities of an agency to ensure that essential functions continue to be performed during a wide range of emergencies, including localized acts of nature, accidents, and technological or attack-related emergencies.

Disaster Debris: Items and materials broken, destroyed, or displaced by a natural or human-made incident. It is categorized as: vegetative; construction and demolition; hazardous waste; white goods; soil, mud, sand; vehicles and vessels; putrescent and infectious waste; and chemical, biological, radiological and nuclear-contamination.

Debris Management Site: Location where debris is sorted, processed, reduced in volume, and/or temporarily disposed of. Site closure requires returning the location to its previous state.

Electronic Waste: Electronics that contain hazardous materials, such as computer monitors, televisions, cell phones, and batteries.

Emergency Declaration: A declaration can allow a jurisdiction's governing body flexibility in managing resources under emergency conditions. The declaration of a local emergency can be the first step in requesting state resources.

Emergency Support Function: The grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical

infrastructure, and help victims and communities return to normal following domestic incidents.

Event: A planned, non-emergency activity (e.g., parades, concerts, or sporting events).

Force Account: Professional services, construction, rehabilitation, repair, or demolition that is performed by municipal or county employees or equipment.

Household Hazardous Waste: A hazardous product or material used and disposed of by residential consumers, rather than commercial or industrial consumers. It includes some paints, stains, varnishes, solvents, pesticides, and other products or materials containing volatile chemicals that catch fire, react, or explode under certain circumstances, or that are corrosive or toxic.

Incident: An occurrence, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Command System: A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. It is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

Metro Region: For the purpose of this plan, the Metro region is defined as the entirety of Clackamas, Multnomah, and Washington Counties, as well as the jurisdictions and special districts within.

National Incident Management System: A system mandated by Homeland Security Presidential Directive (HSPD)-5 that provides a consistent nationwide approach for federal, state, local, and tribal governments; the private sector; and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among federal, state, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multiagency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Disaster Recovery Framework: A guide that enables effective recovery support to disaster-impacted states, tribes, territorial and local jurisdictions. It provides a flexible structure that enables disaster recovery managers to operate in a unified and collaborative manner. It also focuses on how best to restore, redevelop and revitalize the health, social, economic, natural, and environmental fabric of the community and build a more resilient Nation. It is a companion document to the National Response Framework.

National Response Framework: A guide to how the Nation responds to all types of disasters and emergencies. It is built on scalable, flexible, and adaptable concepts identified in the National Incident Management System to align key roles and responsibilities across the Nation. This Framework describes specific authorities and best practices for managing incidents that range from the serious but purely local to large-scale terrorist attacks or catastrophic natural disasters. The National Response Framework describes the principles, roles and responsibilities, and coordinating structures for delivering the core capabilities required to respond to an incident and further describes how response efforts integrate with those of the other mission areas.

Oregon Resilience Plan: An Oregon State-funded 50-year plan addressing the effects of a Cascadia Subduction Zone Earthquake and its consequences.

Regional Waste Plan: The blueprint that guides how the region handles and transports more than 2 million tons of garbage, food scraps, yard trimmings, recycling, and hazardous waste every year to their final destinations. It also guides programs to reduce the total waste generated in greater Portland.

Vegetative Debris: Whole trees, stumps, trunks, branches, limbs, and other leafy material.

White Goods: Discarded household appliances such as refrigerators, freezers, air conditioners, heat pumps, ovens, ranges, washing machines, dryers, and water heaters.

9.3. APPENDIX 3: AUTHORITIES AND REFERENCES

9.3.1. Authorities

9.3.1.1. Federal

- Sandy Recovery Improvement Act included as Division B of the Disaster Relief Appropriations Act, PL 113-2, signed into law January 29, 2013.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707, signed into law November 23, 1988; amended the Disaster Relief Act of 1974, PL 93-288.
- U.S. Code, Title 23 Highways, Part 125 Emergency Relief Section 1107 Public Law 112-141 Moving Ahead for Progress in the 21st Century Act (MAP-21), July 2012.
- Title 2 Code of Federal Regulations, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200).
- US Code, Title 42, Chapter 103, Comprehensive Environmental Response, Compensation, and Liability (CERCLA) and Title III of Superfund Amendments and Reauthorization Act of 1986 (SARA).
- Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §9601, et seq.
- Resource Conservation and Recovery Act, 42 U.S.C. §69012, et seq.
- Federal Clean Water Act, 33 U.S.C. §1251, et seq.
- Toxic Substances Control Act, 15 U.S.C. §1601, et seq.
- Occupational Safety and Health Act, 29 U.S.C. §651, et seq.
- Hazardous Materials Transportation Act, 49 U.S.C. §1802, et seq.

9.3.1.2. State

- Oregon Revised Statutes (ORS) Chapter 401, Emergency Management and Services.
- **ORS 401.025.** Includes "engineering and public works" activities in the definition of "emergency services."

- **ORS 401.035.** Assigns responsibility for the state's emergency services system to the Governor and assigns responsibility for local emergency services to the governing body of each county or city. Allows for delegation of these responsibilities.

- **ORS 401.052.** Establishes the Oregon Office of Emergency Management (OEM), which is responsible for coordination and facilitation for private sector and governmental efforts to prevent, prepare for, respond to, and recover from emergencies.

- **ORS 401.092.** Requires the OEM to coordinate the following activities:

    1. Maintain liaison with local, state, and federal emergency management agencies.

    2. Provide for and staff the State Emergency Operations Center (EOC).

    3. Enforce compliance requirements of federal and state agencies for receiving funds and conducting designated emergency functions.

- **ORS 401.165.** Allows the Governor to declare a State of Emergency at the request of a county governing body or after determining that an emergency has occurred or is imminent; provides that cities must submit requests for a declaration through the county, and the county must submit to the OEM; identifies the required content of the declaration, including a preliminary assessment of property damage or loss, injuries, and deaths.

- **ORS 401.178.** Provides the following:

    1. Whenever the Governor has declared a disaster emergency to exist under the laws of this state, or the President of the United States, at the request of the Governor, has declared a major disaster or emergency to exist in this state, the Governor is authorized:

        a. Through the use of state departments or agencies, or the use of any of the state's instrumentalities, to clear or remove from publicly or privately-owned land or water, debris and wreckage which may threaten public health or safety, or public or private property.

        b. To accept funds from the federal government and utilize such funds to make grants to any political subdivision for the purpose of removing debris or wreckage from publicly or privately-owned land or water.

2. Authority under subsection (1) of this section shall not be exercised unless the affected political subdivision, corporation, organization, or individual shall first present 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 state government against any claim arising from such removal.

3. Whenever the Governor provides for clearance of debris or wreckage pursuant to subsections (1) and (2) of this section, employees of the designated state agencies or individuals appointed by the Governor are authorized to enter upon private lands or waters and perform any tasks necessary to the removal or clearance operation.

4. Except in cases of willful misconduct, gross negligence or bad faith, any state employee or individual appointed by the Governor authorized to perform duties necessary to the removal of debris or wreckage shall not be liable for death of or injury to persons or damage to property.

- ORS. 2011 Edition. Chapter 459, Solid Waste Management; Chapter 466, Hazardous Waste and
- Hazardous Materials II; Chapter 468, Environmental Quality Generally.
- Multnomah County DDMP 15 September 2016
- Oregon Administrative Rules (OAR) Chapter 340, Divisions 093-097
- OAR Chapter 437, Division 2 General occupational safety and health
- OAR Chapter 737, Division 10 Vehicle Equipment and Safety Standards

9.3.1.3. Metro

9.3.1.4. Local (County and City)

9.3.1.4.1. Clackamas

- Clackamas County Code Chapter 6.03 – Emergency Regulations.
- Clackamas County Code Chapter 10.03 – Solid Waste and Wastes Regulation.

9.3.1.4.2. Multnomah

- Multnomah County Code Chapter 21 Health, 21.700 Refuse.
- Multnomah County Code Chapter 25.400 Emergency Management.
- Multnomah County Code Chapter 27 Community Services, 27.766 and 27.790.

9.3.1.4.3. Washington

- Washington County Ordinance 235, Ordinance Providing Procedures for Declaration of Emergency
- Washington County Code, Chapter 8.36
- Washington County Resolution and Order 84-219 Emergency Management Functions
- Washington County Resolution and Order 95-56 Emergency Management Functions
- Washington County Resolution and Order 05-150 Adopting NIMS
- Office of Consolidated Emergency Management Intergovernmental Agreement
- Washington County Community Development Code, Chapter 410: Grading and Drainage.
- Washington County Community Development Code, Chapter 430: Special Use Standards (430-115: Recycle Center, 430-127: Solid Waste Disposal Site, 430-129: Solid Waste Transfer Station).
- Washington County Community Development Code, Chapter 201: Development Permit.

9.3.2. References

9.3.2.1. Federal

- FEMA Comprehensive Planning Guide 102 Version 2.

- FEMA Publication FP 104-009-2 – Public Assistance Program and Policy Guide 2016.
- FEMA 329 Debris Estimating Field Guide, September 2010.
- FEMA Public Assistance Alternative Procedures Debris Management Plan Job Aid.
- FEMA Public Assistance Alternative Procedures Emergency Management Mission Integrated Environment Cost Codes for Debris Removal.
- FEMA Public Assistance Alternative Procedures Frequently Answered Questions for Debris Removal.
- National Response Framework, Department of Homeland Security, March 2008.
- National Disaster Recovery Framework, Department of Homeland Security, September 2011.

9.3.2.2. State

- Oregon Emergency Management, Oregon Department of Transportation, and Oregon Department of Environmental Quality. State of Oregon Debris Management Plan: Annex to the State Emergency Operations Plan. April 2011.
- Oregon Emergency Management. Emergency Operations Plan. Revised January 2013.

9.3.2.3. Local

9.3.2.3.1. Multnomah

- Multnomah County Comprehensive Emergency Management Plan, Volume 3: Emergency Operations Plan, June 2015.
- Portland Urban Area 2015 Threat and Hazard Identification and Risk Assessment.
- Metro 2008-2018 Regional Solid Waste Management Plan.
- Portland Metropolitan Region Disaster Debris Management Planning Project Disaster Debris

Management Framework: Recommendations for Regional Coordination During a Large-Scale Debris-Generating Event.

- Portland Metropolitan Region Disaster Debris Management Planning Project Disaster Debris Management Jurisdictional Authority Report: A Survey of Disaster Debris Management Authorities.
- Multnomah County Natural Hazards Mitigation Plan, February 2012.

9.4. APPENDIX 4: DEBRIS OVERVIEW

To be developed following plan approval

9.5. APPENDIX 5: DEBRIS FORECASTING

To be developed following plan approval

9.6. APPENDIX 6: DEBRIS MANAGEMENT SITE IDENTIFICATION METHODOLOGY

To be developed following plan approval

9.7. APPENDIX 7: EMERGENCY TRANSPORTATION ROUTES

To be developed following plan approval

9.8. APPENDIX 8: INTERGOVERNMENTAL AGREEMENTS

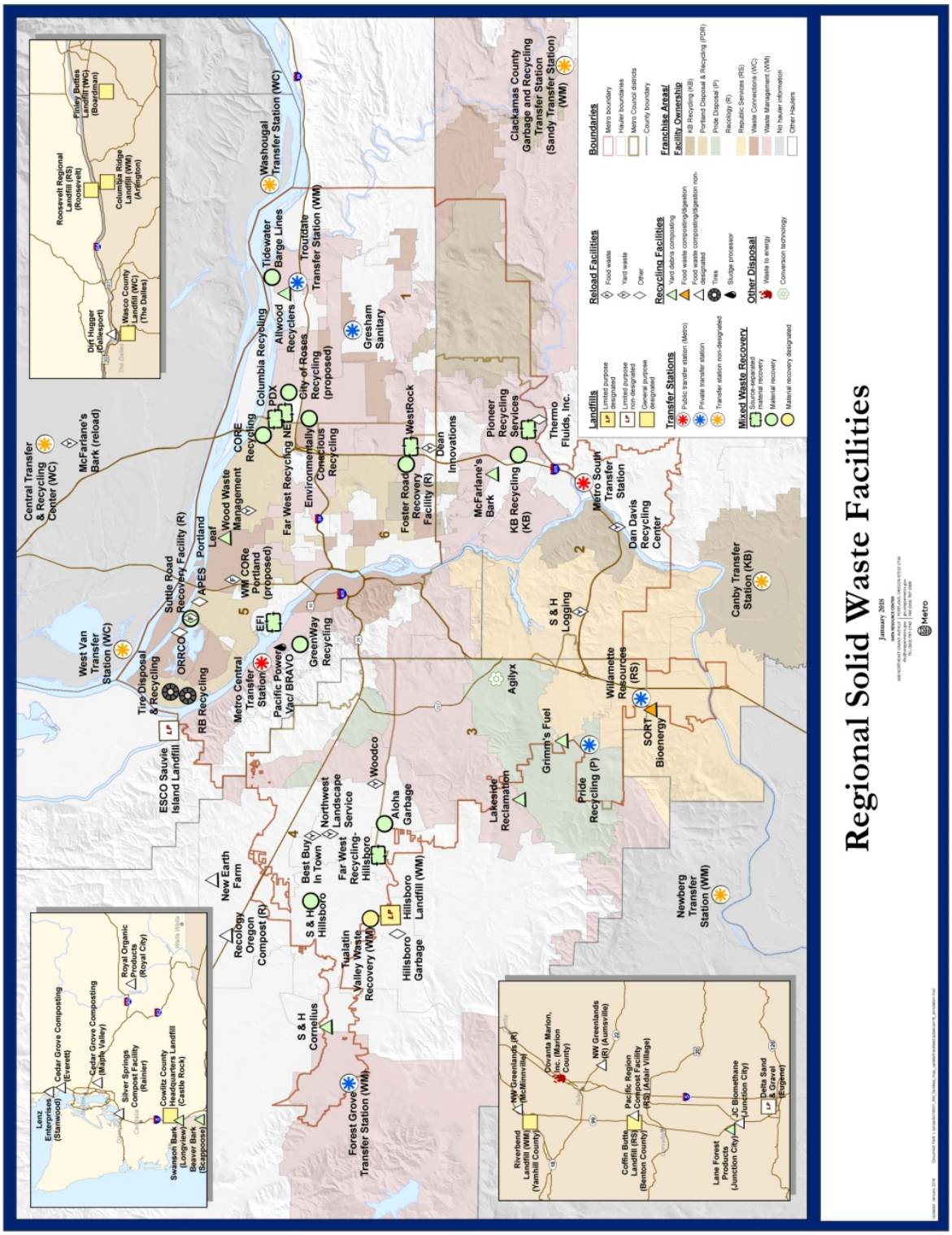
To be developed following plan approval

9.9. APPENDIX 9: DEBRIS CONTRACTOR PRE-QUALIFICATION

To be developed following plan approval

9.10. APPENDIX 10: MAPS

9.10.1. Regional SW System Map and Residential Franchised Haulers Map



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10. FUNCTIONAL APPENDICES

10.1. APPENDIX A: DEBRIS INCIDENT MANAGEMENT PROCEDURES

To be developed following plan approval

10.1.1. Attachment A1: Alert and Notification

To be developed following plan approval

10.1.2. Attachment A2: Job Action Sheets

To be developed following plan approval

10.2. APPENDIX B: DEBRIS ESTIMATION METHODOLOGY

To be developed following plan approval

10.3. APPENDIX C: SOLID WASTE SYSTEM ADAPTABILITY

To be developed following plan approval

10.3.1. Attachment C1: Facility Map and List

To be developed following plan approval

10.3.2. Attachment C2: Facility Capability and Capacities

To be developed following plan approval

10.3.3. Attachment C3: Solid Waste Resource List

To be developed following plan approval

10.4. APPENDIX D: DEBRIS MANAGEMENT SITES

To be developed following plan approval

10.4.1. Attachment D1: Site Map and Locations

To be developed following plan approval

10.4.2. Attachment D2: Site Assessment Forms

To be developed following plan approval

10.4.3. Attachment D3: Site Operational Plan

To be developed following plan approval

10.4.3.1. Health and Safety Plan

To be developed following plan approval

10.5. APPENDIX E: DEBRIS MANAGEMENT SITE AND DISPOSAL MONITORING

To be developed following plan approval

10.6. APPENDIX F: SITUATIONAL AWARENESS PROCEDURES

To be developed following plan approval

10.6.1. Attachment F1: Situational Awareness Documentation

To be developed following plan approval

10.7. APPENDIX G: DISASTER DEBRIS CONTRACT GUIDE

To be developed following plan approval

10.7.1. Attachment G1: Procurement and Contract Checklist

To be developed following plan approval

10.7.2. Attachment G2: Sample Debris Contract Bid Notice

To be developed following plan approval

10.7.3. Attachment G3: Force Account Equipment and Labor Summary Records

To be developed following plan approval

10.8. APPENDIX H: DEBRIS REDUCTION AND DISPOSAL STRATEGIES

To be developed following plan approval

10.9. APPENDIX I: HOUSEHOLD HAZARDOUS WASTE SUPPORT

To be developed following plan approval

10.10. APPENDIX J: RECYCLING INFORMATION CENTER INQUIRY SUPPORT

To be developed following plan approval

10.11. APPENDIX K: PUBLIC MESSAGING AND INFORMATION SUPPORT

To be developed following plan approval

10.11.1. Attachment K1: Preparedness Campaign

To be developed following plan approval

10.11.2. Attachment K2: Sample Press Releases

To be developed following plan approval

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Agenda Item No. 3.2

Committee on Racial Equity Update

Presentations

Metro Council Meeting
Thursday, November 1, 2018
Metro Regional Center, Council Chamber

Memo

Metro
600 NE Grand Ave.
Portland, OR 97232-2736

Date: October 24, 2018
To: Committee on Racial Equity (CORE) and Metro Council
From: Raahi Reddy, DEI Program Manager
Subject: Strategic Plan to Advance Racial Equity, Diversity and Inclusion – Progress report

General overview

Adopted in June 2016, the Strategic Plan to Advance Racial Equity, Diversity and Inclusion is a major building block in Metro's goal to advance equity in the Portland metro region. The plan has set forth a clear agency-wide direction while also outlining actions to advance the work forward over the next five years. The 77 actions outlined in the plan are foundational and will require numerous additional actions in order to reach the plan's objectives and goals.

Metro has completed year two of the Strategic Plan implementation. The following is a brief description of the status of actions that were slated to begin in the first two years of implementation of the plan.

Key takeaways

- 88 percent of the actions (35 of 40) within the Strategic Plan that were slated to begin during the first two years of implementation are either completed or in progress.

- Beyond the Strategic Plan actions, during the two years of implementation, the Diversity, Equity and Inclusion (DEI) Program focused on a host of additional work pertaining to staff training, hiring and recruitment practices, strengthening community involvement, internal and external awareness of DEI efforts, and increasing the effectiveness of Metro's DEI work. This includes the implementation of the Diversity Action Plan update, adopted in 2017.

- Three of Metro's core departments (Parks and Nature, Planning and Development, and Property and Environmental Services) and one venue (Oregon Zoo) have completed or are on track to complete and release their specific racial equity action plans that outline the commitment and work that each department and venue will engage in to ensure their alignment with the agency-wide racial equity strategy.

- With the development of the department-specific racial equity plans, Metro should experience a significant increase of deeper efforts to advance racial equity starting in 2019.

cc: Martha Bennett, Chief Operating Officer
Andrew Scott, Deputy Chief Operating Officer

Status of actions

Goal A – Metro convenes and supports regional partners to advance racial equity

Action title	Status	Additional information
Conduct a market study to better understand the current composition of the construction trades workforce.	Complete.	Completed as part of the C2P2 project.
Convene regional partners to discuss solutions to increase the number of skilled construction tradespeople of color available to work on large projects.	Complete.	Completed as part of the C2P2 project.
In partnership with the community, develop and pilot regional public engagement forums to connect community-based organizations to resources, engagement opportunities, contracting opportunities and staff at Metro and other public agencies across the region.	In progress.	Held pilot regional forum in collaboration with Public Engagement Review Committee (PERC) in Feb., 2018 at the Oregon Zoo. The focus was solid waste.

Goal B – Metro meaningfully engages communities of color

Action title	Status	Additional information
Create a Metro Council-appointed body to provide community oversight on the implementation of the Strategic Plan.	Complete.	CORE was established in July 2017.
Create mechanisms to involve the community in the implementation and evaluation of the Strategic Plan.	In progress.	The DEI Program has directly involved community in the evaluation of the Strategic Plan. The program is creating pathways to involve community in the plan's implementation.
Develop equity performance measures to include in Metro scorecard.	In progress.	Will be developed as part of the Impact Evaluation project. Slated 2019 completion.
Create a system to better coordinate engagement with communities of color across Metro departments. This system should include the maintaining of a record of community-based organizations' involvement with Metro to support relationship continuity.	In progress.	A relationship management tool is slated to be active fall of 2018. Metro has also expand coordination and continuity through the Community Partnership Coordination team, DEI Roundtable team and Community Relations team.

cc: Martha Bennett, Chief Operating Officer

Goal B – Metro meaningfully engages communities of color - Continued

Action title	Status	Additional information
Work with communities to co-create community-specific public engagement plans that work to develop long-term community relationships, as opposed to episodic engagement.	In progress.	This work is currently being done through PERC and the Community Partnership Program.
DEI program creates, publishes and submits annual equity report to Council, for publication and broad distribution.	In progress.	The annual report is tied to the new Equity Dashboard. The report to be presented in winter 2018.
Metro departments set aside resources for contracting and partnering with CBOs or community groups for engagement. Results are included in quarterly management reports.	In progress.	The Communications department is creating guidelines that will be standardized at Metro by end of 2018.
Identify and propose ways to improve youth engagement and youth involvement in Metro decision-making.	In progress.	Work is being done through the youth led equity cohort with Momentum Alliance where they are working with Metro directors to improve youth involved decision-making.
Identify and propose the creation of new opportunities within public engagement activities for emerging and established community leaders to work with decision makers to help drive plan, policy and program outcomes.	In progress.	Work is being done through the youth led equity cohort with Momentum Alliance, the work with Coalition of Communities of Color (CCC) and PERC to diversify advisory committees.
Develop and apply criteria to consistently partner and invest in existing community leadership programs that have greatest benefit to community.	In progress.	Work is moving forward through the Community Partnership Program, the Parks partnership with Unite Oregon's BOLD Program, DEI's work with the CCC leadership cohort.
Utilize the racial equity analysis and decision support tool on four pilot projects representing each of Metro's four lines of business.	Not started.	The DEI Program will pilot a racial equity analysis tool in December 2018.
Provide training and support to Metro departments on the Racial Equity Analysis and Decision-Support Tool to most effectively meet specific departmental portfolio.	In progress.	The DEI Program is hosting the first racial equity analysis tool training with the Government Alliance for Racial Equity in December 2018.
With the direct support of the DEI program, expand the pilot for utilizing the racial equity analysis and decision support tool within each department.	Not started.	With the success of a pilot training in December, the DEI Program expects to have progress on this item in 2019.

cc: Martha Bennett, Chief Operating Officer

Goal C – Metro hires, trains and promotes a racially diverse workforce

Action title	Status	Additional information
Provide tailored trainings for all staff on racial equity and how it can be applied in their specific job duties.	Complete.	Institutionalized racial equity 101 course.
In conjunction with HR, provide unconscious bias training to hiring managers and hiring committees.	Complete.	Institutionalized as part of HR hiring process.
Hire additional HR recruitment staff to strengthen relationships with community-based organizations, increase recruitment efforts and improve FOTA hiring.	Complete.	Hired in 2016.
Create a pilot employee resource group (ERG) for staff of color. Explore possibility to expand this format to other employee communities.	In progress.	The Staff of Color and the LGTBQ+ ERGs began in 2018. The DEI Program is currently exploring the expansion of other ERGs.
Staff and management from every department are actively involved in the implementation of the Strategic Plan and DAP through a clear and representative process.	In progress.	All levels of staff have been involved in implementing the two plans, but the process of involvement should be clearer.
Diversify hiring committees by department including considering gender, age and cultural group. Include community members where appropriate.	In progress.	HR is continuing to standardize a process to diversify hiring committees.
Department leadership work with DEI program staff to determine how equity, diversity and inclusion can be addressed as part of staff's work duties.	In progress.	Introducing DEI into the annual staff reviews is how this action will be completed during FY 20/21.
Provide support and training for hiring managers to assess job requirements, create accessible job announcements and understand the value of diverse hiring.	In progress.	Action will be completed as part of the implementation of HR's Search Advocate project.
Review and adjust recruitment processes and the criteria for job descriptions using accessible language so that more value is placed on applicant's skills and abilities beyond the purely technical.	In progress.	Action will be completed as part of the implementation of HR's Search Advocate project.
Develop an internal and external communication strategy to convey Metro's leadership commitment to diversity, equity and inclusion.	In progress.	Metro has an internal communications plan and will be rolling out an external plan in fall 2018.
Create opportunities for staff across the entire organizational structure to discuss how to improve the organizational equity structures at Metro.	In progress.	By 2019, the DEI team will create discussion spaces to strengthen staff ability to improve equity structures.
Adopt policy that Metro management positions must attend required DEI related trainings.	Revised goal	Racial equity and DEI competencies woven into HR's Leadership Academy for all managers at Metro.

cc: Martha Bennett, Chief Operating Officer

		Three cohorts of managers have participated in DEI focused training within the program.

cc: Martha Bennett, Chief Operating Officer

Goal D – Metro creates safe and welcoming services, programs and destinations

Action title	Status	Additional information
Provide increased access for youth of color to Metro venues, parks and programs.	Complete.	Institutionalized through the work of the Metro Partnership Program collaboration with Momentum Alliance.
Communicate available language resources and translation tools to staff and the public.	Complete.	The DEI Program hosted a series of language hotline trainings.
Within 12 months of this plan's adoption, pilot the development of department-specific plans of action to advance equity within programs, services, plans, and policies in the following 4 departments: Parks, PES, Planning and Zoo.	Complete.	Property and Environmental Services and Oregon Zoo, have adopted and released their plans. Parks and Nature and Planning and Development are slated to be adopted by the end of 2018.
Use newly standardized demographic questions across the agency and establish methods for disaggregating results for agency-wide public engagement efforts.	In progress.	Agency-wide standardized demographic questions are slated for completion in fall 2018.
With the direct support of the DEI program, expand the pilot for developing a specific plan of action to advance equity within the programs, services, plans, and policies of each department within 18 months.	In progress.	The expansion of the pilots will begin spring 2019.
Communicate program and service announcements using culturally specific language and channels (e.g. tribal newspapers and Russian radio stations)	In progress.	Metro is doing this work on a variety of large projects and working to make this a standard of practice through the MOSAIC project.

cc: Martha Bennett, Chief Operating Officer

Goal E – Metro's resource allocation advances racial equity

Action title	Status	Additional information
Continue to invest in providing regular and geographically and culturally accessible trainings that assist companies to become certified as COBID and help COBID vendors apply for RFPs.	Complete.	Institutionalized as a standard of practice within the Finance department.
Continue to invest in the social equity contracting program that focuses on the removal of barriers and the creation of accessible contracting opportunities for vulnerable business communities.	Complete.	Institutionalized as a standard of practice within the Finance department.
Create policy to support the inclusion of diversity, equity and inclusion metrics into contract proposal evaluation	Complete.	Institutionalized. DEI criteria are part of the contract proposal evaluation process.
Research and choose method to identify the contracting needs for firms in the region. These preparations include the identification of financial resources and coordination with jurisdictional partners, Metro's attorney and procurement office.	Not started.	Metro has started this work on a small scale in collaboration with NAMC Oregon. There are also discussions within the C2P2 project to leverage other already completed research to help inform Metro's needs.
Require project managers to attend procurement training on developing RFPs.	Not started.	Finance department offers trainings throughout the year and has encouraged attendance by publishing yearly department-specific progress reports on COBID contractor goals. Finance is currently working with Department directors to identify additional ways to ensure attendance at trainings.
Develop and implement agency-wide equity criteria for grants, investments and sponsorships to increase impact and investment consistency.	Not started.	Piloting racial equity assessment tool in December 2018 to potentially utilize in creating equity criteria for grants and investments.

cc: Martha Bennett, Chief Operating Officer

Agenda Item No. 4.1

Resolution No. 18-4933, For the Purpose of Adding or Amending Existing Projects

Consent Agenda

Metro Council Meeting
Thursday, November 1, 2018
Metro Regional Center, Council Chamber

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADDING OR AMENDING EXISTING PROJECTS TO THE 2018-21 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM INVOLVING FIVE PROJECTS IMPACTING PORTLAND, ODOT, TIGARD, AND WESTERN FEDERAL LANDS HIGHWAY DIVISION (OC19-03-OCT)	))))))	RESOLUTION NO. 18-4933 Introduced by: Chief Operating Officer Martha Bennett in concurrence with Council President Tom Hughes

WHEREAS, the Metropolitan Transportation Improvement Program (MTIP) prioritizes projects from the Regional Transportation Plan (RTP) to receive transportation related funding; and

WHEREAS, the Joint Policy Advisory Committee on Transportation (JPACT) and the Metro Council approved the 2018-21 MTIP via Resolution 17-4817 on July 27, 2017; and

WHEREAS, JPACT and the Metro Council must approve any subsequent amendments to add new projects or substantially modify existing projects in the MTIP; and

WHEREAS, the U.S. Department of Transportation (USDOT) has issued clarified MTIP amendment submission rules and definitions for MTIP formal amendments and administrative modifications that both ODOT and all Oregon MPOs must adhere to which includes that all new projects added to the MTIP must complete the formal amendment process; and

WHEREAS, Portland's East Portland Active Transportation to Transit project requires the addition of a small Utility Relocation (UR) phase and will add $1.12 million of local funding to address ADA compliance requirements which is being accomplished now to ensure the final MTIP and STIP project programming matches with the actual Construction and UR phase obligations; and

WHEREAS, the Oregon Department of Transportation (ODOT) requires MTIP programming of their new I-5 and I-205 Portland Metropolitan Value Pricing Program study with $3 million total of annual Redistribution funds approved by the Oregon Transportation Commission (OTC) that will analyze traffic, diversion and community benefits and impacts, provide concept refinement and include stakeholder engagement for value pricing on I-5 and I-205; and

WHEREAS, ODOT is adding $17.1 million of Redistribution funds as approved by OTC to fully fund the Preliminary Engineering (PE) phase to complete required NEPA and final design scope of work activities for the I-205 – Stafford Rd to OR99E project which will provide widening and seismic upgrades to the Abernethy Bridge and add a new northbound and southbound through-lane on I-205 from Stafford Rd to OR99E; and

WHEREAS, Tigard's North Dakota Street – Fanno Creek Bridge project which will construct a new single span bridge on the same alignment and raise the vertical grade line to improve site distance approaching the railroad crossing requires a $908,840 funding increase for the PE and Right-of-Way phases to address the use of external consultants, ADA compliance requirements, and additional railroad crossing improvement requirements; and

WHEREAS, the Western Federal Lands Highway Division is adding a new Vision Around the Mountain Planning Study to the MTIP funded with discretionary Federal Lands Access Program (FLAP) funds to determine coordination opportunities between transit operators around Mt Hood, including the Mt. Hood Express, Columbia Gorge Express, Sandy Area Metro, and Columbia Area Transit Services; and

WHEREAS, all amended projects were evaluated against seven revised MTIP review factors to ensure all requested changes and additions can be accomplished legally through the MTIP amendment process; and

WHEREAS, the MTIP review factors included project eligibility/proof of funding, RTP consistency with the financially constrained element, consistency with RTP goals and strategies, determination of amendment type, inclusion in the Metro transportation regional models, determination of Regional Significance, fiscal constraint verification, and compliance with MPO MTIP federal management responsibilities; and

WHEREAS, the MTIP's financial constraint finding is maintained as all projects proof of funding has been verified; and

WHEREAS, no negative impacts to air conformity will exist as a result of the changes completed through the October 2018 Formal MTIP Amendment; and

WHEREAS, all projects included in the October 2018 (for FFY 2019) Formal MTIP Amendment successfully completed a required 30-day public notification/opportunity to comment period without any significant issues raised; and

WHEREAS, TPAC received their notification and recommended approval on October 5, 2018 and approved the amendment recommendation to JPACT; now therefore

BE IT RESOLVED that the Metro Council hereby adopts the recommendation of JPACT on October 18, 2018 to formally amend the 2018-21 MTIP to include the October 2018 (FFY 2019) Formal Amendment bundle consisting of five projects.

ADOPTED by the Metro Council this ____ day of _____ 2018.

_____
Tom Hughes, Council President

Approved as to Form:

_____
Nathan A.S. Sykes, Metro Attorney

2018-2021 Metropolitan Transportation Improvement Program
Exhibit A to Resolution 18-4933

Metro

Proposed October 2018 Formal Amendment Bundle
Amendment Type: FORMAL, OC19-03-OCT
Total Number of Projects: 5

ODOT Key	Lead Agency	Project Name	Required Changes
Project #1 **18021**	Portland	East Portland Active Transportation to Transit	**COST INCREASE:** The amendment adds a $18k of local funds in support of a needed Utility Relocation phase for the project and $1.2 million of local funds supporting an increase to the construction phase from added ADA requirements.
Project #2 **23171**	ODOT	**I-5 and I-205: Portland Metropolitan Value Pricing Program**	**ADD NEW PROJECT:** The amendment adds a planning study to analyze traffic, diversion and community benefits and impacts, concept refinement and stakeholder engagement for value pricing on I-5 and I-205. Note: OTC approval was received during their September 2018 meeting.
Project #3 **19786**	ODOT	I-205: Stafford Rd - OR99E	**ADD FUNDING:** An additional $17.1 million of approved funding is being added to the PE phase to complete required NEPA and final design activities. OTC approval was required and occurred during their September 2018 meeting.
Project #4 **20488**	Tigard	North Dakota Street: Fanno Creek Bridge	**COST INCREASE:** A change in delivery approach to use external consultants increases the PE Phase. ADA requirements incorporated into the project increases the project cost as well. Finally, rail crossing requirements also had to be included. The impact increases the project cost estimate by $908k which this amendment is addressing.
Project #5 **20784**	Western Federal Lands Highway Division	**Vision Around the Mountain Planning Study**	**ADD NEW PROJECT:** The formal amendment adds this regional planning study to determine coordination opportunities between various Transit Operations around Mt Hood, including the Mt. Hood Express, Columbia Gorge Express, and Mt. Hood Gorge Loop Transit.

Exhibit A to Resolution 18-4933

2018-2021 Metropolitan Transportation Improvement Program Chapter 5 Tables Amendment

Action: Amend the MTIP to increase or adjust required funding and scope, or add new projects

Metro

PROJECT #1 EXISTING MTIP PROGRAMMING					
ODOT Key	**MTIP ID**	**Lead Agency**	**Project Name**	**Project Type**	**Project Cost**
18021	70481	**Portland**	**East Portland Active Transportation to Transit**	Highway	**$ 4,635,771**
Project Description:	Elevate transit, bicycling and walking rates in East Portland by developing a bikeway network that connects to light rail and improving the pedestrian-transit connection with sidewalk infill and street crossing improvements.				

Existing MTIP Project Fund Programming by Phase

Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
State STP	M240	Federal	2014		$ 640,000				$ 640,000
Local	Match	Local	2014		$ 73,251				$ 73,251
STP-U	L230	Federal	2016			$ 234,677			$ 234,677
Local	Match	Local	2016			$ 26,860			$ 26,860
STP>200K	M230	Federal	2017				$ 526,298		$ 526,298
Local	Match	Local	2017				$ 60,237		$ 60,237
Other	Overmatch	Local	2017				$ 163,465		$ 163,465
STP>200K	Z230	Federal	2018					$ 2,612,025	$ 2,612,025
Local	Match	Local	2018					$ 298,958	$ 298,958
									$ -
			Total:	**$ -**	**$ 713,251**	**$ 261,537**	**$ 750,000**	**$ 2,910,983**	**$ 4,635,771**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. State STP = Federal Surface Transportation Program funds allocated to ODOT for their use and needs
4. Local = General local funds committed by the lead agency in support of the required local match to the federal funds.
5. STP-U & STP>200K = Federal Surface Transportation Program funds allocated to Metro and must be applied in urban areas with a population greater than 200,000.
6. Other = Additional local funds the lead agency commits to the project above the required match to the federal funds. Referred to as "Overmatch".

Amendment Summary

Proposed changes are stated on the next page

PROJECT #1 PROPOSED AMENDED CHANGES					
ODOT Key	**MTIP ID**	**Lead Agency**	**Project Name**	**Project Type**	**Project Cost**
18021	70481	**Portland**	**East Portland Active Transportation to Transit**	Highway	**$ 5,776,393**
Project Description:			Elevate transit, bicycling and walking rates in East Portland by developing a bikeway network that connects to light rail and improving the pedestrian-transit connection with sidewalk infill and street crossing improvements.		

Amended MTIP Fund Programming by Phase

Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Transit + Utility Relocation)	Construction	Total
STP (Redist AU)	L03E	Federal	**2012**		**$ 447,978**				$ 447,978
Local	Match	Local	**2012**		**$ 51,273**				$ 51,273
EXT ALLOC	L00E	Federal	**2012**		**$ 192,022**				$ 192,022
Local	Match	Local	**2012**		**$ 21,977**				$ 21,977
STP-U	L230	Federal	2016			$ 234,677			$ 234,677
Local	Match	Local	2016			$ 26,860			$ 26,860
STP>200k	M230	Federal	2017				**$ 400,000**		$ 400,000
Local	Match	Local	2017				**$ 45,782**		$ 45,782
Other	Overmatch	Local	2017				**$ 181,466**		$ 181,466
STP>200K	Z230	Federal	2018					**$ 2,738,323**	$ 2,738,323
Local	Match	Local	2018					**$ 313,413**	$ 313,413
Other	Overmatch	Local	2018					**$ 1,122,622**	$ 1,122,622
									$ -
			Total:	**$ -**	**$ 713,250**	**$ 261,537**	**$ 627,248**	**$ 4,174,358**	**$ 5,776,393**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions/changes made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. STP (Redist AU) = federal STP funds allocated to the State as part of the annual FHWA redistribution of federal STP to states that meet their obligation targets/ Considered bonus funding for ODOT.
4. EXT ALLOC = a federal special allocation to the state which effectively are additional State STP funds.
5. Local = General local funds committed by the lead agency in support of the required local match to the federal funds.
6. STP-U & STP>200K = Federal Surface Transportation Program funds allocated to Metro and must be applied in urban areas with a population greater than 200,000.
7. Other = Additional local funds the lead agency commits to the project above the required match to the federal funds. Referred to as "Overmatch".

Amendment Summary

The amendment increases funding for the project by adding a small Utility Relocation phases ($18,000 of local funds) and adds $1.122 million of local funds to the construction phase to address ADA compliance requirements and updated phase costs fro construction. $126k of STP plus required match is also being moved from the Other phase (representing a small ITS scope component) to the construction phase. A technical correction to the PE phase is included to call out the specific type of State STP funds committed tot he PE phase.

Exhibit A to Resolution 18-4933
2018-2021 Metropolitan Transportation Improvement Program Chapter 5 Tables Amendment
Action: Amend the MTIP to increase or adjust required funding and scope, or add new projects

PROJECT #2 EXISTING MTIP PROGRAMMING: None - NEW MTIP PROJECT

PROJECT #2 PROPOSED AMENDED CHANGES - NEW PROJECT

ODOT Key	MTIP ID	Lead Agency	Project Name	Project Type	Project Cost
21371	TBD	**ODOT**	**I-5 and I-205: Portland Metropolitan Value Pricing Program**	Planning	**$ 3,000,000**
Project Description:			Planning study to analyze traffic, diversion and community benefits and impacts, concept refinement and stakeholder engagement for value pricing on I-5 and I-205.		

MTIP Fund Programming by Phase

Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
ADVCON	ACP0	Federal	2019	**$ 2,766,600**					$ 2,766,600
State	Match	State	2019	**$ 233,400**					$ 233,400
									$ -
									$ -
			Total:	**$ 3,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 3,000,000**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. ADVCON = Federal fund code placeholder termed "Advance Construction". Use when Obligation Authority limitations or federal fund programming liquidity exists. Requires ODOT to use State funds to initially cover the phase's costs until the federal fund is known.
4. State = General state funds committed by ODOT normally in support of the required match to the federal funds.

Amendment Summary

This formal amendment adds the Congestion Value Pricing project study ODOT will complete in support of HB2017 requirements. The project is a planning study to analyze traffic, diversion and community benefits and impacts, concept refinement, and stakeholder engagement for value pricing on I-5 and I-205.

Exhibit A to Resolution 18-4933
2018-2021 Metropolitan Transportation Improvement Program Chapter 5 Tables Amendment
Action: Amend the MTIP to increase or adjust required funding and scope, or add new projects

Metro

PROJECT #3 EXISTING MTIP PROGRAMMING					
ODOT Key	**MTIP ID**	**Lead Agency**	**Project Name**	**Project Type**	**Project Cost**
19786	70859	**ODOT**	**I-205: Stafford Rd - OR99E**	Highway	**$ 30,400,000**
Project Description:			Complete pre-NEPA project development planning activities to add a 3rd through-lane on I-205 in each direction and a 4th lane on the Abernethy Bridge to separate through traffic and complete required seismic upgrades.		

Existing MTIP Project Fund Programming by Phase

Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
NHFP	Z460	Federal	2018	$ 11,527,500					$ 11,527,500
State	Match	State	2018	$ 972,500					$ 972,500
Other	Overmatch	Local	2018	$ 2,500,000					$ 2,500,000
HB2001	B4A0	State	2018		$ 12,900,000				$ 12,900,000
HB2001	B4A0	State	2019			$ 2,500,000			$ 2,500,000
									$ -
			Total:	**$ 15,000,000**	**$ 12,900,000**	**$ 2,500,000**	**$ -**	**$ -**	**$ 30,400,000**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. NHFP = Federal National Highway Freight Program funds. State allocation to ODOT in support of goods movement improvement areas.
4. State = General state funds committed by ODOT normally in support of the required match to the federal funds.
5. HB2001 = State funds originating from the Oregon HB2001 legislation . Directs improvements and funding for state, county and city transportation systems. The bill includes many other related transportation measures; authorizes issuance of Highway User Tax Bonds.
6. Other = Additional local funds the lead agency commits to the project above the required match to the federal funds. Referred to as "Overmatch".

Amendment Summary
Proposed changes are stated on the next page

PROJECT #3 PROPOSED AMENDED CHANGES					
ODOT Key	**MTIP ID**	**Lead Agency**	**Project Name**	**Project Type**	**Project Cost**
19786	70859	**ODOT**	**I-205: Stafford Rd - OR99E**	Highway	**$ 47,500,000**
Project Description:			Complete pre-NEPA project development planning activities to add a 3rd through-lane on I-205 in each direction and a 4th lane on the Abernethy Bridge to separate through traffic and complete required seismic upgrades.		

Amended MTIP Fund Programming by Phase

Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
NHFP	Z460	Federal	**2016**	$ 11,527,500					$ 11,527,500
State	Match	State	**2016**	$ 972,500					$ 972,500
Other	Local	Local	**2016**	$ 2,500,000					$ 2,500,000
HB2001	B4A0	State	2018		$ 12,900,000				$ 12,900,000
ADVCON	ACP0	Federal	2018		**$ 15,769,620**				$ 15,769,620
State	Match	State	2018		**$ 1,330,380**				$ 1,330,380
HB2001	B4A0	State	2019			$ 2,500,000			$ 2,500,000
									$ -
			Total:	**$ 15,000,000**	**$ 30,000,000**	**$ 2,500,000**	**$ -**	**$ -**	**$ 47,500,000**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions/changes made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. NHFP = Federal National Highway Freight Program funds. State allocation to ODOT in support of goods movement improvement areas.
4. State = General state funds committed by ODOT normally in support of the required match to the federal funds.
5. HB2001 = State funds originating from the Oregon HB2001 legislation . Directs improvements and funding for state, county and city transportation systems. The bill includes many other related transportation measures; authorizes issuance of Highway User Tax Bonds
6. Other = Additional local funds the lead agency commits to the project above the required match to the federal funds. Referred to as "Overmatch".
7. ADVCON = A federal fund code placeholder termed "Advance Construction". Use when Obligation Authority limitations or federal fund programming liquidity exists. Requires ODOT to use State funds to initially cover the phase's costs until the federal fund is known.

Amendment Summary

The amendment adds OTC approved funding in support of PE activities in the Amount of $17,100,000.

Exhibit A to Resolution 18-4933
2018-2021 Metropolitan Transportation Improvement Program Chapter 5 Tables Amendment
Action: Amend the MTIP to increase or adjust required funding and scope, or add new projects

Metro

PROJECT #4 EXISTING MTIP PROGRAMMING									
ODOT Key	**MTIP ID**	**Lead Agency**	**Project Name**					**Project Type**	**Project Cost**
20488	70979	**Tigard**	**North Dakota Street: Fanno Creek Bridge**					Bridge	**$ 3,916,051**
Project Description:			Construct a new single span bridge on the same alignment. Raise the vertical grade line to improve site distance approaching the railroad crossing.						
Existing MTIP Project Fund Programming by Phase									
Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
NHPP-FAST	Z001	Federal	2019		$ 478,056				$ 478,056
Local	Match	Local	2019		$ 54,819				$ 54,819
NHPP-FAST	Z001	Federal	2019			$ 50,505			$ 50,505
Local	Match	Local	2019			$ 5,781			$ 5,781
NHPP-FAST	Z001	Federal	2020					$ 2,985,218	$ 2,985,218
Local	Match	Local	2020					$ 341,672	$ 341,672
									$ -
			Total:	**$ -**	**$ 532,875**	**$ 56,286**	**$ -**	**$ 3,326,890**	**$ 3,916,051**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. NHPP-FAST = Federal National Highway Performance Program funds allocated to ODOT under the current FAST Act transportation legislation.
4. Local = General local funds committed by the lead agency in support of the required local match to the federal funds.

Amendment Summary

Proposed changes are stated on the next page

PROJECT #4 PROPOSED AMENDED CHANGES									
ODOT Key	**MTIP ID**	**Lead Agency**	**Project Name**					**Project Type**	**Project Cost**
20488	70979	**Tigard**	**North Dakota Street: Fanno Creek Bridge**					Bridge	**$ 4,824,891**
Project Description:	Construct a new single span bridge on the same alignment. Raise the vertical grade line to improve site distance approaching the railroad crossing.								
Amended MTIP Fund Programming by Phase									
Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
ADVCON	ACP0	Federal	2019		**$ 958,316**				$ 958,316
Local	Match	Local	2019		**$ 109,684**				$ 109,684
NHPP-FAST	Z001	Federal	2019			$ 50,505			$ 50,505
Local	Match	Local	2019			$ 5,781			$ 5,781
ADVCON	ACPO	Federal	2019			**$ 335,334**			$ 335,334
Local	Match	Local	2019			**$ 38,381**			$ 38,381
NHPP-FAST	Z001	Federal	2020					**$ 2,170,524**	$ 2,170,524
Local	Match	Local	2020					**$ 248,426**	$ 248,426
Other	Overmatch	Local	2020					**$ 907,940**	$ 907,940
									$ -
			Total:	**$ -**	**$ 1,068,000**	**$ 430,001**	**$ -**	**$ 3,326,890**	**$ 4,824,891**

Notes:

1. Red Font = Funding reductions made to the project phase. Blue font = Additions made to the project as part of the amendment.
2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. NHPP-FAST = Federal National Highway Performance Program funds allocated to ODOT under the current FAST Act transportation legislation.
4. ADVCON = Federal fund code placeholder termed "Advance Construction". Use when Obligation Authority limitations or federal fund programming liquidity exists. Requires ODOT to use State funds to initially cover the phase's costs until the federal fund is know.
5. Local = General local funds committed by the lead agency in support of the required local match to the federal funds.
6. Other = Additional local funds the lead agency commits to the project above the required match to the federal funds. Referred to as "Overmatch".

Amendment Summary

The amendment address a change in delivery to use external consultants which increases PE, incorporates ADA requirements into the scope of work impacting the PE, ROW, plus construction phases, and includes required rail requirements which impacted the construction phase. Overall the revised project cost increases by $908k which exceeds the 20% threshold for administrative changes and requires a formal/full MTIP amendment.

Exhibit A to Resolution 18-4933
2018-2021 Metropolitan Transportation Improvement Program Chapter 5 Tables Amendment
Action: Amend the MTIP to increase or adjust required funding and scope, or add new projects

Metro

PROJECT #5 EXISTING MTIP PROGRAMMING: None - NEW MTIP PROJECT

PROJECT #5 PROPOSED AMENDED CHANGES - NEW PROJECT

ODOT Key	MTIP ID	Lead Agency	Project Name	Project Type	Project Cost
20784	TBD	**Western Federal Lands Highway Division**	**Vision Around the Mountain Planning Study**	Planning	**$ 120,000**
Project Description:			Planning project to determine coordination opportunities between various Transit Operations around Mt Hood, including the Mt. Hood Express, Columbia Gorge Express, and Mt. Hood Gorge Loop Transit		

MTIP Fund Programming by Phase

Fund Type Code	Fund Code	Type	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
FLAP	G20E	Federal	2019	**$ 107,676**					$ 107,676
State	Match	State	2019	**$ 4,108**					$ 4,108
Local	Match	Local	2019	**$ 8,216**					$ 8,216
									$ -
			Total:	**$ 120,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 120,000**

Notes:

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2. Shaded rows (funding in years before 2018): Funding in year prior to 2018 are considered prior obligated years. These funding years are outside the existing active years of the 2018-2021 MTIP. In the MTIP, the funding is totaled and listed as "Prior Obligated".
3. FLAP = Federal Lands Access Program funds. These funds are intended to improve transportation facilities that provide access to, are adjacent to, or are located within Federal lands. The Access Program supplements State and local resources for public roads, transit systems, and other transportation facilities, with an emphasis on high-use recreation sites and economic generators.
4. State = General state funds committed by ODOT normally in support of the required match to the federal funds.
5. Local = General local funds committed by the lead agency in support of the required local match to the federal funds.

Amendment Summary

This formal amendment adds a new regional study intended to determine coordination opportunities between transit operators around Mt Hood, including the Mt. Hood Express, Columbia Gorge Express, Sandy Area Metro, and Columbia Area Transit Services. The required minimum match of 10.27% is split between state and local funds.

Memo

Metro
600 NE Grand Ave.
Portland, OR 97232-2736

Date: Thursday, October 18, 2018
To: Metro Council and Interested Parties
From: Ken Lobeck, Funding Programs Lead, 503-797-1785
Subject: October 2018 MTIP Formal Amendment plus Approval Request of Resolution 18-4933

STAFF REPORT

FOR THE PURPOSE OF ADDING OR AMENDING EXISTING PROJECTS TO THE 2018-21 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM INVOLVING FIVE PROJECTS IMPACTING PORTLAND, ODOT, TIGARD, AND WESTERN FEDERAL LANDS HIGHWAY DIVISION (OC19-03-OCT)

BACKROUND

What this is:
The October 2018 Formal Metropolitan Transportation Improvement Program (MTIP) Amendment bundle (for FY 2019) contains required changes and updates impacting Portland, ODOT, Tigard and Western Federal Lands Highway Division. Five projects are included in the amendment bundle. They are summarized in the below table:

Proposed October 2018 Formal Amendment Bundle **Amendment Type: FORMAL, OC19-03-OCT** **Total Number of Projects:** 5 **Resolution 18-4933**			
ODOT Key	**Lead Agency**	**Project Name**	**Required Changes**
Project #1 **18021**	Portland	East Portland Active Transportation to Transit	**COST INCREASE:** The amendment adds a $18k of local funds in support of a needed Utility Relocation phase for the project and $1.2 million of local funds supporting an increase to the construction phase from added ADA requirements.
Project #2 **23171**	ODOT	**I-5 and I-205: Portland Metropolitan Value Pricing Program**	**ADD NEW PROJECT:** The amendment adds a planning study to analyze traffic, diversion and community benefits and impacts, concept refinement, and stakeholder engagement for value pricing on I-5 and I-205. Note: OTC approval was received during their September 2018 meeting.
Project #3 **19786**	ODOT	I-205: Stafford Rd - OR99E	**ADD FUNDING:** An additional $17.1 million of approved funding is being added to the PE phase to complete required NEPA and final design activities. OTC approval was required and occurred during their September 2018 meeting.

Project #4 **20488**	Tigard	North Dakota Street: Fanno Creek Bridge	**COST INCREASE:** A change in delivery approach to use external consultants increases the PE Phase. ADA requirements incorporated into the project increases the project cost as well. Finally, rail crossing requirements also had to be included. The impact increases the project cost estimate by $908k which this amendment is addressing.
Project #5 **20784**	Western Federal Lands Highway Division	**Vision Around the Mountain Planning Study**	**ADD NEW PROJECT:** The formal amendment adds this regional planning study to determine coordination opportunities between various Transit Operations around Mt Hood, including the Mt. Hood Express, Columbia Gorge Express, and Mt. Hood Gorge Loop Transit.

What is the requested action?

JPACT requests Metro Council approval for the October 2018 formal amendment supporting Resolution 18-4933 enabling the five identified projects to be amended correctly into the 2018 MTIP, with final approval to occur from USDOT.

Added Note2 – 10/18/2018: The I-205 Stafford Rd to OR99E project in Key 19786 adds $17 million to fully program the Preliminary Engineering (PE) phase of the project. Part of the formal amendment process also includes all projects completing a required 30-day public notification/opportunity to comment period. As of submission of this Staff Report for Metro Council approval, Metro has received several comments (approximately 4) in opposition to the project. The comments followed a theme with two main objections that surround the belief that first, the project is producing urban sprawl as a result of the capacity enhancing improvement. Second, the funds could be better spent on active transportation or transit areas. While the number of comments are not sufficient to warrant project removal from the October 2018 Formal Amendment bundle, both Metro and ODOT staff should be aware that many are passionate about active transportation and transit needs as a priority over roadway capacity improvements. Other large planned roadway capacity enhancing projects will probably generate more similar comments.

Added Note1 – 10/5/2018: Two projects within the October 2018 Bundle are using OTC approved "Redistribution" federal funds. Each year federal formula funds are allocated to the States and include an Obligation Authority (OA) Limitation. The OA Limitation establishes a fund obligation ceiling for the allocated federal formula funds. The OA limitation is established for each formula fund and determines out of the approved appropriation how much actual will be available to obligate and expend. On average, the OA Limitation is set about 10% below the fund appropriation amount. The OA Limitation helps state DOTs, MPOs, and Transportation Commissions determine their annual obligation and expenditure ceilings when programming and obligating their approved projects.

The federal fund appropriation estimates are established a few years in advance of the actual annual appropriation. These amount are used for revenue planning streams, inclusion in the RTP as reasonable available funds, and to determine possible MTIP fund programing ceilings. However, the appropriation forecast are often overly optimistic. The OA Limitation becomes the reality check of the federal formula funds that will actually be available during the current year.

However is a simple example: A state is authorized a formula appropriation of Surface Transportation Block Grant (STBG) funds. The appropriation for the year is $100 million. Based on past actual revenues and other factor Federal Highway Administration will establish the OA

Limitation for the STBG funds. For this example, the OA Limitation is set at 90%. Therefore, while the state has been apportioned $100 million of STBG, the OA Limitation is set at 90% or $90 million. The $90 million of STBG funds now becomes the true ceiling for STBG obligations and expenditures for the identified year.

Another factor impacting the OA Limitation rate revolves around the state DOT's request for OA. Each state must identify out of the authorized apportionment, how much OA they will need each year. Using the STBG example, the state DOT may initially identify that they will need 100% of the total STBG appropriated ($100 million in the example) to the region for the year. Federal Highway Administration will evaluate the need for the increased OA request. However, most of the time, the annual OA Limitation is still set around 10% less than the total appropriation.

Over the span of the year. The state DOTs and FHWA will monitor how well project s are progressing and obligating their federally funded phases. Each state DOT and Federal Highways Division will also identify how much additional OA they will need at the end of the year, or how much of unobligated funding they may end up with at the end of the federal fiscal year.

Based on each state's level of unobligated formula funds, Federal Highway Administration can authorize a redistribution of the unobligated funds. These funds can address the added obligation needs for projects when the state reached the OA Limitation limit. For some states, the Redistribution represents a loss of OA because the state DOT did not reach its required OA target.

Foe the 2018 Redistribution, all states are receiving a Redistribution share. This implies the actual available federal formal funds were higher than the lower set OA Limitation. The end result are bonus federal funds for the State DOT. The FY 2018 Obligation Limitation Redistribution Amount for Oregon is stated at $52,187,679. See attachment 2 for reference to the OA Limitation Redistribution. Some of the Redistribution funding is now being committed to projects with OTC approval.

A detailed summary of the four projects being amended is provided in the below tables:

1. Project:	**East Portland Active Transportation to Transit (EPAT)**		
Lead Agency:	**Portland**		
ODOT Key Number:	**18021**	MTIP ID Number:	70841
Project Description:	Elevate transit, bicycling and walking rates in East Portland by developing a bikeway network that connects to light rail and improving the pedestrian-transit connection with sidewalk infill and street crossing improvements.		
What is changing?	COST INCREASE which exceeds the 20% threshold for Administrative Modification cost changes A small Utility Relocation phase (in the amount of $18,000 of local funds) is being added to the project. The planned sidewalk infill work on SE Division will trigger the relocation of three existing Portland Water Bureau meters to ensure their location is fully within the sidewalk and meets City code. Since PWB is a reimbursable utility, a utility phase must be created for this project to allow the project to pay PWB for their relocation services. ADA compliance requirements also impact the project resulting in an additional $1,122,622 of local funds required for the Construction phase. Due to the ADA requirements and the time it took to coordinate moving scope to another ODOT project, this project was in design longer than anticipated. The CN estimate has been revised (increased) to reflect current price estimates. CN obligation will occur in the September/October timeframe.		

	The result of the required funding increases the total project cost from $4,635,771 to $5,776,393, or an increase of $1,140,622 which equals a cost change of 24.6%. A technical correction to the PE phase to identify the specific State STP fund codes obligated for the PE phase is also occurring.
Additional Details:	The EPAT project can be defined as a project with a lot of moving parts. Along with the main pedestrian and bicycling improvements, the project includes a small ITS scope component and a related transit bike-ped improvement component that TriMet will complete. The project has moved forward and obligated the Construction phase based on the updated programming shown in Exhibit A to the Resolution. A key purpose for this amendment is to add the UR phase and correct the required funding for the Construction phase. The Construction phase obligation included the amendment update conditioned.
Why a Formal amendment is required?	Per the FHWA/FTA approved STIP/MTIP Amendment Matrix, projects with a total project cost of $1 million or greater may make cost adjustments up to 20% as Administrative Modifications. Cost change above 20% require a formal MTIP amendment. The additional funds for the project represent a 24.6% cost change and is above the 20% threshold.
Total Programmed Amount:	Total programming increases the project cost from $4,635,771 to $5,776,393.
Added Notes:	Construction phase obligation confirmed for 2018

2. Project:	**I-5 and I-205: Portland Metropolitan Value Pricing Program (New Project)**		
Lead Agency:	**ODOT**		
ODOT Key Number:	**21371**	MTIP ID Number:	TBD
Project Description:	Planning study to analyze traffic, diversion and community benefits and impacts, concept refinement and stakeholder engagement for value pricing on I-5 and I-205.		
What is changing?	This is a new regionally significant planning study being added to the 2018 MTIP. The Oregon Transportation Commission (OTC) approved the total needed funding (totaling $3 million) to be sourced from the 2018 Federal-Aid Highway Program Redistribution allocation to Oregon. The federal redistribution are basically Surface Transportation Block Grant (STBG) funds and can be used for a wide range of eligible activities. Out of the total federal Redistribution funds, OTC approved $3 million total for the I-205 – Portland Value Pricing Program study. However, the programming for the project will use the generic Advance Construction fund code allowing a possible later different federal fund code for the study. Approval of $3 million for the planning phase of the Portland Metropolitan Value Pricing Program will support analysis of traffic, diversion and community benefits and impacts, concept refinement and stakeholder engagement in preparation for the National Environmental Policy Act process. **Amendment discussion at the 10-5-2018 TPAC:** TPAC Community members raised questions about the scope of work and approach the study will take. Why is only I-5 and I-205 involved? How will the		

	other proposed similar studies function in relation to this one? How much money is being committed across the board for all related Value Pricing Studies? These and other questions were raised during the overview presentation of the project amendment. Jon Makler, ODOT, explained the purpose of the Value Pricing Study, and expounded that the OTC had approved the funding as the first step. MTIP and STIP programming are the next steps with the specific scope of work to follow. The summary of the study will explore the opportunity costs of various tolling options available to the region, but focus in I-5 and I-205. TPAC members requested a future presentation from ODOT about this specific study to explain the scope of work approach, objectives, and goals. They also requested an expanded understanding about other related studies to occur and the net benefits to the region. Jon and TPAC Chair, Tom Kloster, agreed and stated that a future TPAC meeting will include a detailed presentation of Value Pricing efforts underway in the Metro region.
Additional Details:	Oregon House Bill 2017 from the 2017 Legislative session directs the Oregon Transportation Commission (OTC) to seek approval from the Federal Highway Administration (FHWA) by December 2018 to implement value pricing on the I-5 and I-205 corridors, from the Washington state line to their intersection in Oregon. Per the legislation, value pricing would be used to reduce traffic congestion in the Portland metropolitan region. If FHWA approves, the OTC is required to implement value pricing. Value pricing, also known as congestion pricing or peak-period pricing, is a type of tolling in which a higher price is set for driving on a road when demand is greater, usually in the morning and evening rush hours. The goal is to reduce congestion by encouraging people to travel at less congested times or by other modes, and to provide a more reliable travel time for paying users. Value pricing can include converting a carpool lane (also known as a high occupancy vehicle or HOV lane) to a high occupancy toll (HOT) lane so non-carpoolers can choose to pay to use the lane to save time; putting a variable toll on a new highway lane; using tolls on bridges that vary by time of day; and other applications. In order to develop a proposal to FHWA, the Oregon Department of Transportation (ODOT) will conduct a feasibility analysis to determine where value pricing may be successfully applied on these corridors and what the impacts of each option will be. Throughout this process, ODOT will work with local government officials and stakeholders and seek public input so that the voice of all those who may be affected can be heard. *From the ODOT CVP web page:* Successful congestion pricing programs maximize the limited highway space we have by encouraging the use of other modes of travel or different trip times. If a small percentage of highway users choose another mode of travel or time of travel it could alleviate traffic congestion for those who can't modify their trip. Below are some unique features of congestion pricing that you won't find on other tolled roads. **Variable rates:** The cost of the toll will vary depending on how much traffic is on the highway. During periods of high traffic, the toll will go up. When traffic is light, the toll will go down, possibly to $0. This type of pricing incentivizes the use of other modes of travel, carpooling, or choosing to take the trip at a different time of day. The small percentage of users who make another choice for travel, can

	alleviate traffic congestion for those who can't modify their trip, resulting in less congestion and lower fees. **Better travel options when you need it:** Congestion pricing will give people the choice for a faster highway trip when they really need it—like when they need to get to work, a medical appointment, or pick up their child from school or daycare. Successful congestion pricing programs around the world are usually combined with transit improvements to provide additional travel choices for those not wanting to pay the toll. **No toll booths:** Congestion pricing would not require people to stop at toll booths. Technology that identifies cars with transponders or reads license plates in a manner that does not compromise privacy would allow you to pay a toll without slowing or stopping. **The primary goal is to improve travel:** Any funds raised from tolling will go first to pay for implementing the tolling system. If there is additional revenue left over, it must be used for roadway improvements, as mandated by Oregon state law. **Effective:** Numerous examples from the U.S and around the world show congestion pricing can work to improve traffic conditions. Seattle drivers saved an average of 26 minutes every day in 2016 with their express toll lanes on I-405 Additional program details can be found at: https://www.oregon.gov/ODOT/Pages/VP-Feasibility-Analysis.aspx
Why a Formal amendment is required?	Per the FHWA/FTA/ODOT/MPO STIP and MTIP Amendment Matrix, adding a new project to the MTIP requires a formal amendment to ensure fiscal constraint is maintained and the project addition does not impact air quality conformity.
Total Programmed Amount:	The total project programming is $3,000,000.
Added Notes:	OTC action was required for approval of the funding for the CVP study and occurred during their September 2018 meeting

3. Project:	**I-205: Stafford Rd - OR99E**		
Lead Agency:	**ODOT**		
ODOT Key Number:	**19786**	MTIP ID Number:	70859
Project Description:	Complete pre-NEPA project development planning activities to add a third through-lane on I-205 in each direction and a fourth lane on the Abernethy Bridge to separate through traffic and complete required seismic upgrades.		
What is changing?	The amendment adds the final PE funding in the amount of $17.1 million enabling the PE Phase to be fully funded according to the project Cost-To-Complete Report. The approved funding originates from the 2018 Redistribution. The $17.1 million for the PE phase was approved by the OCT during their September 2018 meeting. The funding is being programmed using the Advance Construction fund code enabling a later federal fund swap if required.		
Additional Details:	The project includes two key major project scope components: 1. Provide widening and seismic upgrades to the Abernethy Bridge 2. Add a third through lane in each direction on I-205 from Stafford road east and north to OR 99E A summary of the key points from the January 5, 2018 HDR Cost-To-Complete Report include the following:		

1. **What is the project purpose? The project's purpose is to:**
   Provide seismic resiliency to ensure the corridor functions as a statewide north-south lifeline route after a major earthquake. The Project accomplishes this by retrofitting or replacing each of the seismically vulnerable bridges that carries I-205 or conflicts with the proposed freeway widening.

   Reduce congestion in the Project corridor by adding an additional through-lane in the northbound (NB) and southbound (SB) directions between Stafford Road and Oregon Route (OR) 99E. It also maintains the I-205 auxiliary lanes in both directions between OR 43 and OR 99E, and adds a new NB auxiliary lane from OR 99E to OR 213. Because this is the last segment of I-205 without a third lane, the Project remedies multiple bottleneck locations within its seven-mile corridor.

   Improve mobility and travel time reliability within the corridor. Once the Project is complete, travel times during peak hours will decrease by as much as 25 percent versus today's times and more than 50 percent versus anticipated times in 2040.1

2. **What is the proposed project scope and cost?**
   In 2016, ODOT presented a preliminary Project scope and cost of $452 million (M) to the State Legislature. Since that time, the Project Team advanced and refined the design to a 15-percent level. Despite having the same general scope, Project cost estimate rose to $500 M primarily due to inflation and the decision to shift from asphalt to concrete pavement. The five elements of Project's general scope are explained below:

   I. Seismic Upgrades: The Project upgrades the Abernethy Bridge and the eight other I-205 bridge sites in the Project area to withstand a major earthquake. ODOT designated I-205 as a statewide north-south life line route, which means it must be operational quickly after a disaster renders other roadways unusable or impassable. This critical route will provide supplies and services to the region.

   II. I-205 Widening: The Project adds a third lane in each direction on the seven-mile stretch of I-205 between Stafford Road and OR 99E. It also adds a NB auxiliary ("entrance-to-exit") lane between OR 99E and OR 213. Widening I-205 requires blasting in order to remove the rock from the rock slope located in West Linn adjacent to the I-205 NB direction between the Sunset Avenue overcrossing and just south of the OR 43 interchange. The Project Team will conduct refined noise, vibration, and traffic staging studies in Spring 2018 to determine the exact impacts of the blasting, the extent of noise mitigation measures(such as noise walls), and the duration of work anticipated. At this time, the cost estimate assumes noise walls based on preliminary noise analyses.

   III. Bridge Replacements: Widening I-205 requires rebuilding the West A Street and Sunset Avenue bridges, which cross over I-205, due to column conflicts with the location of the new lanes. The Project will also replace the I-205 bridges over the Tualatin River, Borland Road, and Woodbine Road. These replacements are less costly than retrofitting and widening the bridges.

   IV. Interchange Improvements: To improve I-205 safety and travel-time predictability, the Project makes changes to entrance ramps, exit

ramps and intersections around the OR 43 and OR 99E interchanges. At the OR 43 interchange, the Project consolidates the two I-205 NB entrance-ramps points to reduce merging and weaving issues and reduce rear-end crashes. The Project removes the Broadway Street bridge overcrossing to enhance the functionality of the consolidated interchange. At the OR 99E interchange, the Project modifies the ramps to conform to the widened freeway lanes. The Project will not modify the existing ramp terminals.

V. Traveler Information Signs (active traffic management (ATM) improvements): The Project includes ODOT Real Time traffic information signs to help travelers get where they are going safely and efficiently. These signs can display traffic flow information, roadway conditions, and advisory speeds limits.

Table 1. Total Project Cost Estimate			
Preliminary Engineering (PE)			$45.0 M total ($32.5 M is needed to complete the PE phase)
ROW acquisition			$1.4 M
Utility relocation			$2.7 M
Per-Package Costs ($ millions)			
Project Phase	**Package A (Northern Package)**	**Package B (Southern Package)**	**Package C (ATM Package)**
Construction + Construction Engineering (CE)	$248.0 M	$197.4 M	$5.1 M
Total Project Cost: $ 499.6 M			

3. What is the recommended construction contracting, or phasing, plan?
The Project Team recommends that the Project be constructed using three separately phased construction contracts, or "packages", as follows:

Package A: Northern Package (Abernethy Bridge plus adjacent interchanges) estimated cost at $248.0 M. Package A consists of the Abernethy Bridge widening and retrofit, the OR 43 and OR 99Einterchange reconstructions on either end of the bridge, the widening and retrofit of the Main Street Bridge, and the construction of a new I-205 NB auxiliary lane from OR 99E to OR 213.

Package B: Southern Package (I-205 Widening) estimated cost at$197.4 M. Package B consists of the I-205 widening from Stafford Road to the Abernethy Bridge. It also includes the rock cut required to widen the roadway between Sunset Avenue and OR 43, the West A Street and Sunset Avenue bridge replacements, the Broadway Street Bridge removal, and the replacement or widening and retrofit of all bridges carrying I-205 from 10th Street to Stafford Road.

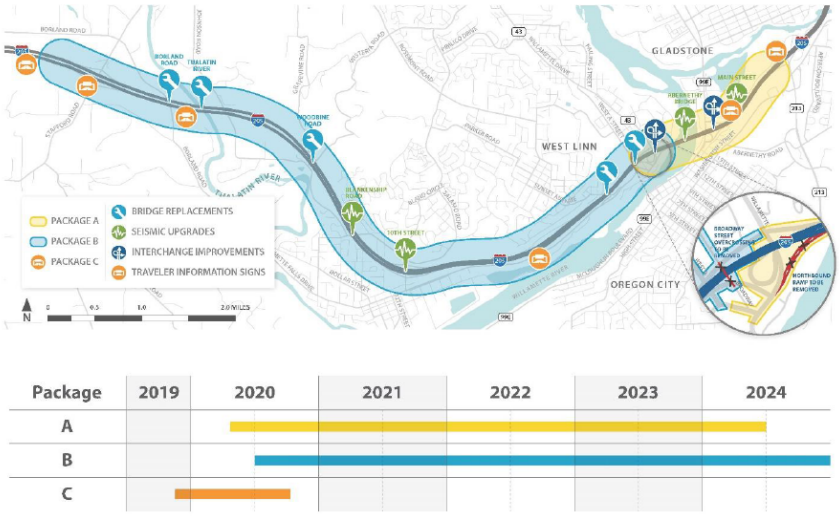
Package C: ATM Package estimated cost at $5.1 M. Package C consists of the ATM improvements throughout the Project limits, except those attached to the Sunset Avenue Bridge (which will be constructed as an element within Package B).

4. **Alternatives:** The Project Team conducted a series of workshops to develop and refine the Project alternatives and utilize the goals described above as evaluation criteria. The Project Team developed conceptual phasing plans, rough order-of-magnitude costs, and construction schedules for the following feasible alternatives:
   Alternative 1 – Baseline with a single mega-project
   Alternative 2 – Baseline with staggered, phased delivery
   Alternative 3 – Staggered and phased by work type and location
   Alternative 4 – Staggered and phased by work-type (only)
   Alternative 5 – Early operational improvements
   Alternative 6 – Lowest cost and early operational improvements

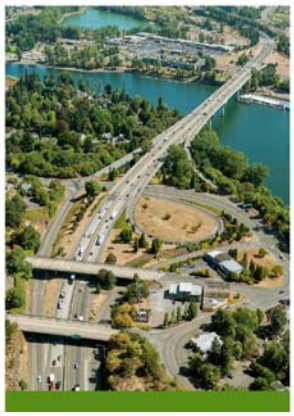
   The Project Team considered other alternatives, such as bundling all bridge and roadway work separately, but each was deemed infeasible due to their significant construction staging challenges, and/or excessive cost and schedule risks. Appendix E describes, rates, and compares each feasible alternative.

   Based on the evaluation criteria ratings and each alternative's benefits (Appendix E), the recommended phasing alternative is Alternative 6, which features the lowest cost and early operational improvements

Figure 6. Alternative 6 – Recommended Phasing



Source: The items discussed on the previous pages are from the HDR Cost-to-Complete Report and represent a very condensed summary of the overall project

	 HDR Cost-to-Complete Report for the Combined Interstate 205 Abernethy Bridge and Widening Projects ODOT | K19786 I-205: Stafford Road to OR 213 ODOT EA: C6035200 HDR Project #10063137 January 5, 2018 A copy of the report can be found at: http://www.i205corridor.org/files/library/2018-01-05-k19786-i-205cw-pd-ctc-report-final-reduced.pdf
Why a Formal amendment is required?	Per the FHWA/FTA/ODOT/MPO STIP and MTIP Amendment Matrix, cost changes in excess of 20% for $1 million or greater project cist require a formal amendment. Adding the $17.1 million to the project represents a cost change of 56.3%.
Total Programmed Amount:	The total project programming increases from $30,400, 000 to $47,500,000
Added Notes:	OTC approval was required and occurred during their September 2018 meeting

4. Project:	**North Dakota Street: Fanno Creek Bridge**		
Lead Agency:	**Tigard**		
ODOT Key Number:	**20488**	MTIP ID Number:	70979
Project Description:	Construct a new single span bridge on the same alignment. Raise the vertical grade line to improve site distance approaching the railroad crossing.		
What is changing?	The PE phase increases significantly along with an increase to the Right-of-Way phase. Use of external consultants, ADA compliance requirements, and added rail road crossing requirements all contribute to increase the project cost.		
Additional Details:	At the time of scoping this project, the plan was to deliver it in-house and we budgeted accordingly. Since then, ODOT policy for local agency projects has shifted and due to lack of resources, we have decided to outsource the project instead. Full service consultant projects are more expensive than in-house projects, therefore PE and RW estimates need to increase. In addition, new ADA and Rail requirements need to be incorporated into the project budget, further contributing to the budget increase.		

	
Why a Formal amendment is required?	Per the FHWA/FTA/ODOT/MPO STIP and MTIP Amendment Matrix, cost changes for $1 million or greater projects require a formal amendment. The cost increase adds $908,840 which equals a 23.2% net cost change to the project.
Total Programmed Amount:	The total project programming increases from $3,916,051 to $4,824,891
Added Notes:	

5. Project:	**Vision Around the Mountain Planning Study**		
Lead Agency:	**Western Federal Lands Highway Division**		
ODOT Key Number:	**20784**	MTIP ID Number:	TBD
Project Description:	Planning project to determine coordination opportunities between various Transit Operations around Mt Hood, including the Mt. Hood Express, Columbia Gorge Express, and Mt. Hood Gorge Loop Transit		
What is changing?	This is a new project study being added to the 2018 MTIP. The study will be led by Western Federal Lands Highway Division. The project route for the study will be the Historic Columbia River Highway, Highway 26, Highway 35, and Highway 84. The impacted counties are: Multnomah, Hood River, and Clackamas. A Federal Lands Access Program (FLAP) Project MOU is now in place among the three counties.		
Additional Details:	Approved funding for the study is Federal Lands Access Program (FLAP) funds		
Why a Formal amendment is required?	Per the FHWA/FTA/ODOT/MPO STIP and MTIP Amendment Matrix, adding a new project to the MTIP requires a formal amendment		
Total Programmed Amount:	The total project programming is $120,000		
Added Notes:			

Note: The Amendment Matrix shown below is included as a reference for the rules and justifications governing Formal Amendments and Administrative Modifications to the MTIP that the MPOs and ODOT must follow.

METRO REQUIRED PROJECT AMENDMENT REVIEWS

In accordance with 23 CFR 450.316-328, Metro is responsible for reviewing and ensuring MTIP amendments comply with all federal programming requirements. Each project and their requested changes are evaluated against multiple MTIP programming review factors that originate from 23 CFR 450.316-328. The programming factors include:

- Verification as required to programmed in the MTIP:
  - Awarded federal funds and is considered a transportation project
  - Identified as a regionally significant project.
  - Identified on and impacts Metro transportation modeling networks.
  - Requires any sort of federal approvals which the MTIP is involved.
- Passes fiscal constraint verification:
  - Project eligibility for the use of the funds
  - Proof and verification of funding commitment
  - Requires the MPO to establish a documented process proving MTIP programming does not exceed the allocated funding for each year of the four year MTIP and for all funds identified in the MTIP.
- Passes the RTP consistency review:
  - Identified in the current approved constrained RTP either as a stand- alone project or in an approved project grouping bucket
  - RTP project cost consistent with requested programming amount in the MTIP
  - If a capacity enhancing project – is identified in the approved Metro modeling network
- Satisfies RTP goals and strategies consistency: Meets one or more goals or strategies identified in the current RTP
- Determined the project is eligible to be added to the MTIP, or can be legally amended as required without violating provisions of 23 CFR450.300-338 either as a formal Amendment or administrative modification:
  - Does not violate supplemental directive guidance from FHWA/FTA's approved Amendment Matrix.
  - Adheres to conditions and limitation for completing technical corrections, administrative modifications, or formal amendments in the MTIP.
  - Is eligible for special programming exceptions periodically negotiated with USDOT as well.

ODOT-FTA-FHWA Amendment Matrix

Type of Change
FULL AMENDMENTS
1. Adding or cancelling a federally funded, and regionally significant project to the STIP and state funded projects which will potentially be federalized
2. Major change in project scope. Major scope change includes: • Change in project termini - greater than .25 mile in any direction • Changes to the approved environmental footprint • Impacts to AQ conformity • Adding capacity per FHWA Standards • Adding or deleting worktype

3. Changes in Fiscal Constraint by the following criteria:
• FHWA project cost increase/decrease:
  • Projects under $500K – increase/decrease over 50%
  • Projects $500K to $1M – increase/decrease over 30%
  • Projects $1M and over – increase/decrease over 20%
• All FTA project changes – increase/decrease over 30%

4. Adding an emergency relief permanent repair project that involves substantial change in function and location.
ADMINISTRATIVE/TECHNICAL ADJUSTMENTS
1. Advancing or Slipping an approved project/phase within the current STIP (If slipping outside current STIP, see Full Amendments #2)
2. Adding or deleting any phase (except CN) of an approved project below Full Amendment #3
3. Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one.
4. Splitting a new project out of an approved program-specific pool of funds (but not reserves for future projects) or adding funds to an existing project from a bucket or reserve if the project was selected through a specific process (i.e. ARTS, Local Bridge…)
5. Minor technical corrections to make the printed STIP consistent with prior approvals, such as typos or missing data.
6. Changing name of project due to change in scope, combining or splitting of projects, or to better conform to naming convention. (For major change in scope, see Full Amendments #2)
7. Adding a temporary emergency repair and relief project that does not involve substantial change in function and location.

  - Programming determined to be reasonable of phase obligation timing and is consistent with project delivery schedule timing.
- MPO responsibilities completion:
  - Completion of the required 30 day Public Notification period:
  - Project monitoring, fund obligations, and expenditure of allocated funds in a timely fashion.
  - Acting on behalf of USDOT to provide the required forum and complete necessary discussions of proposed transportation improvements/strategies throughout the MPO.

APPROVAL STEPS AND TIMING

Metro's approval process for formal amendment includes multiple steps. The required approvals for the October 2018 Formal MTIP amendment will include the following:

Action	Target Date
Initiate the required 30-day public notification process……	October 1, 2018
TPAC notification and approval recommendation……	October 5, 2018
JPACT approval and recommendation to Council……	October 18, 2018*
Completion of public notification process……	October 30, 2018
Metro Council approval……	**November, 1, 2018**

Note: If any notable comments are received during the public comment period requiring follow-on discussions, they will be addressed by JPACT.

USDOT Approval Steps:

Action	Target Date
Metro development of amendment narrative package ……	November 5, 2018
Amendment bundle submission to ODOT for review……	November 6, 2018
Submission of the final amendment package to USDOT……	November 6, 2018
ODOT clarification and approval……	Mid/Late November, 2018
USDOT clarification and final amendment approval……	Late November, 2018

ANALYSIS/INFORMATION

1. **Known Opposition:** None known at this time.
2. **Legal Antecedents:** Amends the 2018-2021 Metropolitan Transportation Improvement Program adopted by Metro Council Resolution 17-4817 on July 27, 2017 (For The Purpose of Adopting the Metropolitan Transportation Improvement Program for the Portland Metropolitan Area).
3. **Anticipated Effects:** Enables the projects to obligate and expend awarded federal funds.
4. **Metro Budget Impacts:** None to Metro

RECOMMENDED ACTION:

JPACT recommends the approval of Resolution 18-4933 (Approval date 1018/2018)

- TPAC approval of Resolution 18-4933: 10/5/2018

Attachments:

1. Project Location Maps
2. 2018 Redistribution Guidance

U.S. Department of Transportation
Federal Highway Administration
1200 New Jersey Avenue, SE
Washington, DC 20590
202-366-4000

Notice

Subject

FEDERAL-AID HIGHWAY PROGRAM OBLIGATION LIMITATION - REDISTRIBUTION OF FISCAL YEAR (FY) 2018 OBLIGATION LIMITATION (AUGUST REDISTRIBUTION)

Classification Code	Date	Office of Primary Interest
N 4520.255	**August 30, 2018**	**HCFB-10**

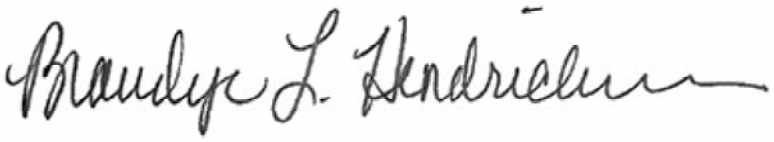
1. **What is the purpose of this Notice?** This Notice is to advise of the redistribution of FY 2018 obligation limitation to the States pursuant to section 120(c) of the Department of Transportation Appropriations Act, 2018, title I of division L, Public Law 115-141. The obligation limitation redistributed in this Notice expires on September 30, 2018.

2. **How much obligation authority is available for redistribution?** A total of $4,183,936,196 in obligation limitation is available for redistribution for FY 2018.

3. **How much obligation authority was requested?** States requested a total of $6,421,464,776 in additional formula obligation limitation for FY 2018.

4. **How is the released obligation limitation redistributed?** The amounts are redistributed in accordance with the requirements of section 120(c) of the Department of Transportation Appropriations Act, 2018, so that priority is given to those States that have large unobligated balances of funds apportioned under sections 144 (as in effect on the day before the date of enactment of the Moving Ahead for Progress in the 21st Century Act) and 104 of title 23, United States Code. The attached table shows the redistribution of unused obligation limitation to the States.

5. **What action is required?** Division Administrators should ensure that this additional obligation limitation is obligated no later than September 25, 2018.



Brandye L. Hendrickson
Deputy Administrator

ATTACHMENT 2 to October 2018 Formal MTIP Amendmen Staff Report

Attachment

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION

REDISTRIBUTION OF FY 2018 OBLIGATION LIMITATION PURSUANT TO SECTION 120(C) OF THE DEPARTMENT OF TRANSPORTATION APPROPRIATIONS ACT, 2018

STATE	REDISTRIBUTION AMOUNT
ALABAMA	82,222,794
ALASKA	43,652,028
ARIZONA	60,946,365
ARKANSAS	56,697,667
CALIFORNIA	438,065,107
COLORADO	69,573,361
CONNECTICUT	50,000,000
DELAWARE	32,995,605
DIST. OF COL.	23,056,194
FLORIDA	243,064,231
GEORGIA	89,000,000
HAWAII	20,000,000
IDAHO	33,931,632
ILLINOIS	183,488,613
INDIANA	104,194,189
IOWA	58,140,551
KANSAS	23,062,255
KENTUCKY	87,993,081
LOUISIANA	80,699,190
MAINE	26,530,163
MARYLAND	69,277,303
MASSACHUSETTS	64,550,866
MICHIGAN	93,811,449

MINNESOTA	79,045,801
MISSISSIPPI	62,675,551
MISSOURI	82,954,358
MONTANA	57,138,816
NEBRASKA	32,000,000
NEVADA	32,196,070
NEW HAMPSHIRE	22,454,382
NEW JERSEY	30,000,000
NEW MEXICO	57,707,741
NEW YORK	100,000,000
NORTH CAROLINA	166,096,797
NORTH DAKOTA	31,040,051
OHIO	155,597,616
OKLAHOMA	79,246,684
OREGON	52,187,679
PENNSYLVANIA	203,393,903
RHODE ISLAND	25,891,967
SOUTH CAROLINA	64,021,115
SOUTH DAKOTA	40,859,571
TENNESSEE	114,596,110
TEXAS	240,000,000
UTAH	45,008,576
VERMONT	33,459,743
VIRGINIA	70,000,000
WASHINGTON	73,511,706
WEST VIRGINIA	75,000,000
WISCONSIN	90,791,521
WYOMING	32,107,794
TOTAL	4,183,936,196

ATTACHMENT 2 to October 2018 Formal MTIP Amendmen Staff Report

Agenda Item No. 4.2

Consideration of October 25, 2018 Minutes

Consent Agenda

Metro Council Meeting
Thursday, November 1, 2018
Metro Regional Center, Council Chamber