

Southeastern Louisiana University
Turtle Cove Environmental Research Station

Debris Management Plan
(Revised 9/8/13)

Southeastern Louisiana University's Turtle Cove Environmental Research Station (Turtle Cove ERS), located in the Manchac Wetlands of the Lake Pontchartrain Estuary System, maintains a Debris Management Plan (DMP) for post-storm events. This DMP includes four new elements mandated by FEMA, and are discussed as follows.

(1) OVERVIEW: The Turtle Cove ERS DMP identifies the actions required to plan for and respond to a natural or man-made debris-generating event. It is designed to identify federal, state and local agencies responsible for debris operations with respect to executing a coordinated response to a major debris generating event that impacts the Turtle Cove ERS and Southeastern Louisiana University.

Designation of Debris Manager: Robert Moreau, Manager of the Turtle Cove ERS, is designated as the Debris Manager for Turtle Cove, and will report to Southeastern Louisiana University's primary Debris Management Coordinator, Camille Holmes. Contact information for Robert Moreau is listed below:

Dr. Robert Moreau, Manager
Turtle Cove Environmental Research Station
Southeastern Louisiana University
Box 10585
Hammond, LA, 70402
Office Ph: (985)549-5008
Office Fax: (985)549-5068
Cell: (504)231-1067
Email: rmoreau@selu.edu

Duties and Responsibilities of Debris Manager: The Debris Manager will direct and coordinate Debris Clearing Operations (Phase 1) and Debris Removal and Disposal Operations (Phase 2) using private contractors to manage overall debris clean-up measures. The Debris Manager will be responsible for coordinating disaster debris operations with respect to the emergency clearance, permanent removal and disposal of debris deposited along or immediately adjacent to Southeastern-maintained right-of-ways in consultation with Southeastern's primary Debris Management Coordinator and with the sister agency who shares in Turtle Cove's properties, the Louisiana Department of Wildlife and Fisheries (LDWF), as well as with private contractors and other federal, state and local government agencies. This approach will assure a seamless and efficient clean-up process.

Initial Steps Post-Disaster

Step 1: Conduct Preliminary Analysis/Inspection of Site Post-Storm, including Debris Issues (conducted by Caretaker and/or Manager of Turtle Cove);

Step 2: Document and Prepare Memo to Administration on Damages and Submit, including Debris Estimations. Send in memo form to appropriate administrative officials, including primary Coordinator of Insurance and Debris Management, Camille Holmes. Include assessment of proposed use of any University personnel and/or outside contractors to deal with debris.

Step 3: Send email to nearest federal Natural Resources Conservation Service (NRCS) office requesting “Eligibility Determination for Emergency Watershed Protection Program.”

This is a critical step and should be done prior to submittal of bids to contractors—areas impacted must be determined to not pose an imminent danger to life and property and therefore will not be included in the EWP (Emergency Watershed Protection program)—i.e., request will be denied. If it is denied, then continue with remainder of the steps in this document (otherwise EWP program will kick in). In the Request for Determination, include Scope of Work language (for potential contractors), any preliminary estimates on debris volumes and areas (if possible), locations of debris that will need to be cleaned up, and any waterways that, if not cleared immediately, might pose a risk to life and property. NOTE: Our Galva Canal and Turtle Cove sites were determined in 2012 to be “tidal in nature and not providing any imminent danger to life and property” (so request to enter into the EWP was denied, and we were able to go forward with Debris Management Plan). The local NRCS office and contact person as of 2012 that the request should be sent to is:

Anthony Beaubouef
NRCS District Conservationist
Amite Service Center
805 W. Oak St., Suite 1
Amite, LA 70422
Phone: (985) 748-8751, Ext.3
FAX: (985) 747-8834
Email: tony.beaubouef@la.usda.gov

Step 4: Receive Letter of Determination from NRCS---if denied for EWP, continue through next steps.

(2) **FORCE ACCOUNT LABOR/EQUIPMENT:** The use of Force Account Labor (FAL) and Force Account Equipment (FAE) will be determined on a case-by-case basis. Based on the severity of the event, a decision to use FAL/FAE for Debris Removal/Debris Monitoring will be made immediately following the event. The decision will be based on the amount of the debris determined that can be effectively removed by the FAL/FAE at the time of the event. Whenever possible, the Turtle Cove ERS (and Southeastern Louisiana University) will utilize its employees and equipment to manage and perform debris removal work. In any case, with either the use of FAL and/or FAE resources, as well as the use of contractor forces, an initial estimate of the amount of debris to be removed will be estimated and quantified as soon as possible.

Use of Outside Contractors: Turtle Cove ERS has historically utilized primarily private contractors for the majority of debris removal, with only a small amount of FAL from the Turtle Cove Caretaker/Facilities Technician, Hayden Reno, and to an even lesser amount, Turtle Cove Manager Robert Moreau--for other post-storm emergency situations not necessarily related to debris removal (i.e., retrieval of stray boats; disconnecting of any electrical power sources; salvaging of equipment that may be in danger of being destroyed; monitoring of post-storm situations, etc.).

Step 5: Prepare Scope of Work document that will be submitted to contractors. Included will be: insurance and other requirements, per State Purchasing Guidelines; bidding guidelines; a refinement of (quantified) areas impacted (Length x Width), volume (LxWxHeight) of debris estimates, and; general procedures for contractors, including the requirements that all debris be hauled to a State-Certified Landfill, that the contractor maintain records/documents of volumes and weights delivered to the landfills, and any restrictions on equipment use for wetland areas.

Step 6: Concurrent to Scope of Work documents in Step 5 above, prepare and submit applicable permit applications state and federal regulatory agencies. Specifically, probable applications will need to be submitted to the Louisiana Department of Natural Resources (NRCS)—Coastal Use Permit (CUP); U.S. Army Corps of Engineers (USACE)—404 Wetland “Dredge and Fill” Permit, and; Louisiana Department of Environmental Quality (LDEQ) which represents the United States Environmental Protection Agency (USEPA)—Water Quality Certification (this one can be done via a simple email to the appropriate person at the time in the Water Quality Division of DEQ). These permits will be needed if any work will be done in wetland areas, and will include GPS points for accuracy, maps, drawings of debris and removal techniques, cross-sections of drawings and waterways, and other information as specified by the permit application.

Step 7: Concurrent to Steps 5 and 6 above, identify (ahead of time) potential private contractors that will clean-up and haul away debris. The list of contractors used in the past several storm events for Turtle Cove have included the following list:

Coastal Dredging, Inc
Eddie Joe Reese or Tommy Kilbride
Ph (985) 507-9832 (Eddie Joe)
Ph (985)960-0361 (Tommy)
Fax# (985)641-6223 (Tommy)
Fax# (985)386-3106 (Eddie Joe)

Double Aught Construction, LLC
Contact Person: Wade Hanna
Ph (504)382-6357
Fax (504)433-3924

Delatte Escavating, Inc
Contact Person: Larry Delatte
(985)969-4539
Fax#: (985)386-6111

Smith's Nursery and Landscaping, LLC
Contact Person: Earl Smith
Ph (985)969-2671
Fax (985)370-7301

NOTE: Also include any other General Contractors as Recommended by Physical Plant (PP will forward this info to them)

Step 8: Purchasing Department submits bids to contractors, receives and verifies bids, verifies Landfill Certifications, and Turtle Cove Debris Manager then works with selected contractor(s) on timelines and monitoring. Once potential contractors are identified, the Purchasing Department of Southeastern conducts the bid process, receives bids, and verifies the various insurances and other requirements the contractors must have in order to be approved to do the job and eventually be paid by the State. NOTE: in certain instances, Marine Insurance may be needed by the contractor when work and equipment is only accessible by water travel and work is done over water (i.e., at the Pass Manchac site). Also included here is the certification of the landfill(s) that will be used in final disposal of the debris. Specifically, landfills must be certified as "debris accepting landfills" and properly permitted by the Louisiana Department of Environmental Quality (LDEQ) which also represents the USEPA authority---LDEQ can provide this certification via email or letter to the Purchasing Department or to Primary Debris Coordinator for Southeastern(i.e., Camille Holmes, who then forwards to the appropriate federal agencies). Turtle Cove Debris Manager then coordinates with the selected contractor(s) on getting the job done according to appropriate state and federal laws as communicated by the Primary Debris Coordinator for Southeastern (Camille Holmes).

(3) DEBRIS MONITORING: Debris Monitoring will be required if contractors are utilized in the debris operation. There are two basic purposes for debris monitoring: 1-to verify that work completed by the contractor meets the "scope of work" originally produced that was bid upon by the contractors and, 2-provide the required documentation for federal reimbursement. Since Turtle Cove debris management is conducted primarily by outside contractors, the main focus in this monitoring section is to reinforce to the contractors the documentation needed for final reimbursement by FEMA.

Step 9: Debris Manager coordinates with contractor on ensuring proper documentation of debris collection and disposal. Contractor is responsible for collecting "trip tickets" to the certified landfill---trip tickets normally document "weight" of debris disposed of. It is therefore also up to the contractor to document the estimated volumes of debris he/she hauls to the landfill---this is done by estimating volumes in each truck load (i.e., LxWxH) x how many truckloads are made. NOTE: volumes are self-reporting by the contractor, but necessary for federal reimbursement.

Step 10: Contractor provides Debris Manager will all documentation of trip tickets and volume estimates for debris, and Debris Manager forwards this to Primary Debris Manager for Southeastern (Camille Holmes) who then forwards to appropriate State and Federal agencies.

(4) ENVIRONMENTAL REQUIREMENTS: Following a disaster, compliance with state and federal agencies on environmental protection laws and regulations is required. Coordination with all of the above mentioned federal, state and local agencies will be conducted, including USEPA, USACE, NRCS, LDNR, LDEQ, LDWF and others (see steps 1-10 above for more details on complying with state and federal agencies and corresponding rules and regulations).

(End of Turtle Cove Debris Management Plan)