

Brian Lee

From: Johnson, Brenda <brenda.r.johnson@fema.dhs.gov>
Sent: Thursday, March 24, 2016 7:24 AM
To: Brian Lee
Subject: RE: Information Needed to Complete CAT A (Debris) Project

Good Morning Brian,

If you are contracting it out I do not need the information for the Fringe Sheet, or the Force Account Labor or Equipment, I do not need your payroll policy.

I do need the Procurement Policy, Contract and Invoices from the Contractors, and the Permits if the debris was Temp Staged before being transported to a permitted Landfill. If you used roll offs or they picked it up and took it directly to the Landfill. I just need the Name, Address and Permit Number for the Landfill.

Please let me know if you have any additional questions.
Brenda

From: Brian Lee [mailto:titusjudge@gmail.com]
Sent: Wednesday, March 23, 2016 4:46 PM
To: Johnson, Brenda <brenda.r.johnson@fema.dhs.gov>
Subject: RE: Information Needed to Complete CAT A (Debris) Project

Brenda,
I'm not sure I understand the purpose of the wage sheet. If we are Contracting this out rather than using county employees, do you Want this info from the contractor? Or is this just for County employees?

What is FA labor? Force account?

Thanks,
Brian

From: Johnson, Brenda [mailto:brenda.r.johnson@fema.dhs.gov]
Sent: Monday, March 21, 2016 11:18 AM
To: cnorman@co.titus.tx.us
Cc: titusjudge@gmail.com
Subject: Information Needed to Complete CAT A (Debris) Project

Good Morning,

My name is Brenda Johnson, I have been assigned to complete your debris projects for DR-4255-TX, my email is Brenda.r.johnson@fema.dhs.gov

I have attached some forms that need to be filled out and returned

The Fringe sheet should be an average, not one for each employee

The Hold Harmless form is for debris temp stored on private property

The PA Alternative Procedures form needs to be returned as soon as you can

The Permits must be filled out and submitted to the State, the approval letters need to be sent to me

I also need:

Timesheets if FA labor was used

Payroll Policy

Hourly rate per employee (without benefits)

Equipment Inventory

Equipment used and who was using it

Daily Activity Logs

Burn permits, if debris is going to be burned

What Landfill was used, Name, Address and Permit #

If contracts were used, copies of contracts, invoices and checks

Copy of Procurement Policy

If rental equipment was used copies of invoices and checks

Total CYs of debris

How much Veg and how much household

Please feel free to e-mail me with any questions you have,

Thanks in advance for your assistance,

Brenda

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)

REQUEST FOR APPROVAL OF TEMPORARY DEBRIS MANAGEMENT SITE
FOR DEBRIS RESULTING FROM DECLARED STATE OR FEDERAL DISASTER

REQUIREMENTS:

- The owner of the property should submit this request to temporarily store debris to the appropriate TCEQ Regional Office: <http://www.tceq.texas.gov/about/directory/region/reglist.html>, with a copy to the TCEQ Central Office. Material stored for longer than the approval period may be considered solid waste and the site may be subject to permitting requirements and Texas Administrative Code (TAC) Chapter 330 rules, including providing financial assurance for the site.
- Requests may be submitted prior to a disaster; however, the owner or operator of the property may not store or process debris on the site until a state or federal declared natural disaster occurs. Once the owner or operator of the property decides to use the site, notice must immediately be made to the local TCEQ Regional Office. **If this request is submitted prior to a declared disaster, the owner/operator must resubmit this form to the TCEQ once a disaster has been declared to confirm the site General Conditions.**
- **IT IS THE RESPONSIBILITY OF THE OWNER/OPERATOR TO MEET ALL GENERAL CONDITIONS AT THE TIME OF USE.** This notice does not allow any activity that creates or contributes to a nuisance condition and only applies to the management of debris generated by a declared natural disaster.

NAME OF DECLARED DISASTER: _____
(To be updated during site activation notification)

REQUESTING AUTHORIZATION FOR A (Check all that apply):

Staging/Stockpiling Site Emergency Burial Site Emergency Burn Site Wood Chipping Site

SITE INFORMATION:

Site Name: _____

Site Address: _____

Location and/or Directions to Site: _____

Nearest City: _____ County: _____

Site Lat/Long (in digital degrees to 5 decimal places): _____

Site Legal Description: _____

SITE OWNERSHIP INFORMATION:

Site Ownership (Check one): Local Government State or Federal Government Private Landowner

Site Owner Name: _____

Site Owner Address: _____

Site Owner Phone: _____ Site Owner E-Mail: _____

Approximate Size of Property: _____

REQUESTOR INFORMATION (If different from property owner):

Requestor Name: _____ Title: _____

Requestor Company Name: _____

Requestor Address: _____ City: _____ Zip Code: _____

Requestor Telephone: _____ Fax: _____ E-mail: _____

Requestor Affiliation to Site: _____

Requestor Contact Person/Project Manager Name (If different): _____

Requestor Contact Person/Project Manager Phone: _____ E-mail: _____

SITE CONTRACTOR INFORMATION:

Site Contractor Name: _____ Company Name: _____

Site Contractor Address: _____

Site Contractor Phone: _____ E-mail: _____

(Applicants Do Not Modify Beyond This Point)

GENERAL CONDITIONS

**FOR APPROVAL OF TEMPORARY DEBRIS MANAGEMENT SITES
FOR DEBRIS RESULTING FROM DECLARED STATE OR FEDERAL DISASTER**

All Sites:

- Approval is for 90 days from the date of the declared state or federal disaster.
- Notification **MUST** be made to the local TCEQ Regional Office for your area prior to site use:
<http://www.tceq.texas.gov/about/directory/region/reglist.html>
- Consult with the local TCEQ Regional Office for additional guidance.
- Contact the TCEQ Regional Office for your area for additional approvals or extensions to the approved period.
- **You must have local government approval.** Provide written documentation of local government approval.
- Ensure that site is located above the 100-year floodplain, or has an authorization from the local floodplain administrator. (The floodplain map used for locating the site must be from an original Flood Insurance Rate Map prepared by FEMA, a copy of the Flood Prone Area Map prepared by the U.S. Geological Survey or an equivalent constructed map that depicts the limits and elevations of any 100-year floodplain on or adjacent to the proposed site).
- Ensure that site is located outside any known wetlands.
- Ensure that site is located at least ¼ mile from a public or private water supply (surface or ground).
- Ensure that site is a minimum of ¼ mile from any known caves, springs, and streams.
- Debris shall be separated into piles no larger than 4,000 cubic yards.
- If the site will receive any putrescible waste that may attract birds, it must be located at least 5,000 feet from any airport runway used only by piston-engine aircraft, or within 10,000 feet of any airport runway used by turbojet aircraft, except as may be approved by the United States Federal Aviation Administration.
- Any hazardous materials, asbestos, and PCBs must be separated and disposed of appropriately.
- 24-hour control of the site must be maintained to prevent unauthorized disposal at the site.
- Refer to the following FEMA websites for requirements for FEMA reimbursement:
Public Assistance Grant Program: <http://www.fema.gov/government/grant/pa/index.shtm>
Debris Management: http://www.fema.gov/government/grant/pa/debris_main.shtm
- **If material is stored for longer than the approved period, it may be considered solid waste and the site may be subject to permitting requirements and TAC Chapter 330 Rules. No debris may be brought to the site prior to a declared disaster. All conditions in this document shall be met at the time of use. TCEQ personnel will be periodically monitoring these sites and any deviation from this approval (without prior authorization) can lead to possible regulatory actions.**

Staging/Stockpiling Sites ONLY:

- Provisions must be in place to separate for proper disposal according to guidance provided by the local TCEQ Regional Office, to ensure that prohibited wastes such as batteries, used oil or oil filters, tires, appliances containing CFCs (such as refrigerators or air conditioners), bulk liquids, PCBs, or industrial hazardous wastes are not shipped to a Municipal Solid Waste (MSW) landfill.
- Items such as electronics, white goods, paints/solvents, plastics, insulated wire, asbestos materials, aerosol or pressurized containers, and other household hazardous wastes should be segregated to ensure proper disposal.

Emergency Burning Sites ONLY:

- Provide written notification to the TCEQ office for your area prior to burning (e-mail notification is acceptable).
- The County Judge **MUST** have received authorization from TCEQ for the burning of debris.
- Only vegetative debris and clean wood are authorized to be burned (wood that has not been painted, stained, laminated or treated with a preservative such as creosote, metals, pesticides, fungicides or other compounds).

- Provisions must be in place to exclude the burning of putrescible waste, treated wood, tires, electronics, white goods, paints/solvents, plastics, insulated wire, batteries, appliances, asbestos materials, aerosol or pressurized containers, and other household and non-household hazardous waste.
- Burning site should be located at least 300 feet from the nearest property line and other structures.
- Burning is authorized only during daylight hours.
- Materials to be burned should be reasonably dry to prevent excessive smoke.
- If the burning activity causes nuisance conditions or a traffic hazard, the burning activity must be immediately halted.
- No burning activity can occur on a closed landfill.
- Any burn or debris residue will either be disposed of in a landfill which has a current TCEQ permit, used for beneficial use, or buried in the trench at the time of the burn. Residue buried in the trench will have to be deed recorded in accordance with municipal solid waste regulations. Any beneficial use of ash must be approved by the local TCEQ Regional Office for agricultural amendments. Ash cannot be used on soils impacted by salt water.

Vegetative Debris Chipping and Mulching Sites ONLY (for units of local, state or federal government):

- Chipping and mulching of all vegetative debris will be located at least 50 feet from the nearest property line and other structures. Any beneficial use of mulch or wood chips must be approved by the local TCEQ Regional Office for agricultural amendments. Wood chips and mulch cannot be used on soils impacted by salt water.
- Fire suppression measures have been implemented and coordinated with the local fire marshal.

I have read and agree to comply with the conditions of this document.

Applicant Signature: _____ Date: _____

Name and Title: _____

Affiliation: _____

IMPORTANT NOTE: If this request is submitted prior to a declared disaster, the owner/operator must resubmit this form to the TCEQ once a disaster has been declared to confirm the site General Conditions.



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
AREA & REGIONAL OFFICES

TCEQ AREA OFFICES

BORDER AND PERMIAN BASIN

*Region 6, El Paso • Region 7, Midland
 Region 15, Harlingen • Region 16, Laredo*
 Area Director: David A. Ramirez
 1804 W. Jefferson Ave. • Harlingen, TX 78550-5247
 956-425-6010 • FAX: 956-412-5059

CENTRAL TEXAS

Region 9, Waco • Region 11, Austin • Region 13, San Antonio
 Area Director: Susan Jablonski, P.E., MC 172
 P.O. Box 13087 • Austin, TX 78711-3087
 12100 Park 35 Circle • Austin, TX 78753
 512-239-6731 • FAX: 512-239-4390

COASTAL AND EAST TEXAS

Region 5, Tyler • Region 10, Beaumont • Region 12, Houston • Region 14, Corpus Christi
 Area Director: Kelly Keel Linden, MC 172
 P.O. Box 13087 • Austin, TX 78711-3087
 12100 Park 35 Circle • Austin, TX 78753
 512-239-3607 • FAX: 512-239-4390

NORTH CENTRAL AND WEST TEXAS

*Region 1, Amarillo • Region 2, Lubbock • Region 3, Abilene
 Region 4, Dallas/Fort Worth • Region 8, San Angelo*
 Area Director: Randy J. Ammons
 5012 50th St., Ste. 100 • Lubbock, TX 79414-3426
 806-796-7092 • FAX: 806-796-7107

TCEQ REGIONAL AND WATERMASTER OFFICES

1 – AMARILLO

Regional Director: Brad Jones
 3918 Canyon Dr.
 Amarillo, TX 79109-4933
 806-353-9251 • FAX: 806-358-9545

2 – LUBBOCK

Regional Director: Gary Shipp
 5012 50th St., Ste. 100
 Lubbock, TX 79414-3426
 806-796-7092 • FAX: 806-796-7107

3 – ABILENE

Regional Director: Winona Henry
 1977 Industrial Blvd.
 Abilene, TX 79602-7833
 325-698-9674 • FAX: 325-692-5869

4 – DALLAS/FORT WORTH

Regional Director: Tony Walker
 2309 Gravel Dr.
 Fort Worth, TX 76118-6951
 817-588-5800 • FAX: 817-588-5700

Stephenville Office

(Concentrated Animal Feeding Operations)
 580 W. Lingleville Rd., Ste. D
 Stephenville, TX 76401-2209
 254-965-9200 or 800-687-7078

5 – TYLER

Regional Director: Leroy Biggers
 2916 Teague Dr.
 Tyler, TX 75701-3734
 903-535-5100 • FAX: 903-595-1562

6 – EL PASO

Regional Director: Lorinda Gardner
 401 E. Franklin Ave., Ste. 560
 El Paso, TX 79901-1212
 915-834-4949 • FAX: 915-834-4940

7 – MIDLAND

Regional Director: Lorinda Gardner
 9900 W. IH-20, Ste. 100
 Midland, TX 79706
 432-570-1359 • FAX: 432-561-5512

8 – SAN ANGELO

Regional Director: Winona Henry
 622 S. Oakes, Ste. K
 San Angelo, TX 76903-7035
 325-655-9479 • FAX: 325-658-5431

9 – WACO

Regional Director: David Van Soest
 6801 Sanger Ave., Ste. 2500
 Waco, TX 76710-7826
 254-751-0335 • FAX: 254-772-9241

10 – BEAUMONT

Regional Director: Kathryn Saucedo
 3870 Eastex Fwy.
 Beaumont, TX 77703-1830
 409-898-3838 • FAX: 409-892-2119

11 – AUSTIN

Regional Director: David Van Soest
 P.O. Box 13087 • Austin, TX 78711-3087
 12100 Park 35 Circle • Austin, TX 78753
 512-339-2929 • FAX: 512-339-3795

12 – HOUSTON

Regional Director: Ashley K. Wadick
 5425 Polk St., Ste. H
 Houston, TX 77023-1452
 713-767-3500 • FAX: 713-767-3520

13 – SAN ANTONIO

Regional Director: Joel Anderson
 14250 Judson Rd.
 San Antonio, TX 78233-4480
 210-490-3096 • FAX: 210-545-4329

14 – CORPUS CHRISTI

Regional Director: Susan Clewis
 NRC Bldg., Ste. 1200,
 6300 Ocean Dr., Unit 5839
 Corpus Christi, TX 78412-5839
 361-825-3100 • FAX: 361-825-3101

15 – HARLINGEN

Regional Director: Jaime A. Garza
 1804 W. Jefferson Ave.
 Harlingen, TX 78550-5247
 956-425-6010 • FAX: 956-412-5059

16 – LAREDO

Regional Director: Jaime A. Garza
 707 E. Calton Rd., Ste. 304
 Laredo, TX 78041-3887
 956-791-6611 • FAX: 956-791-6716

TEXAS WATERMASTERS

Brazos Watermaster: Molly Mohler
 6801 Sanger Ave., Ste. 2500
 Waco, TX 76710-7826
 254-751-0335 • FAX: 254-772-9241

Concho Watermaster: Steve Ramos
 622 S. Oakes, Ste. K
 San Angelo, TX 76903-7035
 325-481-8069 or 866-314-4894
 FAX: 325-658-5431

Rio Grande Watermaster: Jose Luna
Eagle Pass Office
 P.O. Box 1185 • Eagle Pass, TX 78853-1185
 1152 Ferry St., Ste. E & F
 Eagle Pass, TX 78852-4367
 830-773-5059 • 800-609-1219
 FAX: 830-773-4103

Harlingen Office
 1804 W. Jefferson Ave.
 Harlingen, TX 78550-5247
 956-430-6056 or 800-609-1219
 FAX: 956-430-6052

South Texas Watermaster: Steve Ramos
 14250 Judson Rd.
 San Antonio, TX 78233-4480
 210-490-3096 or 800-733-2733
 FAX: 210-545-4329

TCEQ rules, publications, agendas and highlights of commission meetings, and other environmental information are available on the TCEQ website at <www.tceq.texas.gov>. Additional region information is available at <www.tceq.texas.gov/goto/regions>.

TCEQ Central Office: P.O. Box 13087, Austin, Texas 78711-3087, 512-239-1000

GI-002 (Rev. 5/11/15)

**TEXAS HISTORICAL COMMISSION
DISPOSAL SITE EVALUATION AND REGISTRY**

FEMA-4223-DR-TX

Applicants are responsible to fill out the top part of this form in its entirety and fax this form and a topographical map identifying the location to the Texas Historical Commission (THC) for certification. Attach the signed form to the project worksheet.

REQUESTING REGISTRATION AS A (check all that apply):

Staging/Stockpiling Site Emergency Burial Site Emergency Burn Site Wood Chipping Site

APPLICANT:

Name: _____

Address: _____ City: _____ Zip Code: _____

Telephone: _____ Cell: _____ Fax: _____ County: _____

LEGAL DESCRIPTION AND LAT/LONG OF EMERGENCY SITE (REQUIRED):

Township: _____ Range: _____ Section: _____ Quarter-section(s): _____

Latitude: _____ Longitude: _____ (degree decimal)

SITE OWNER (City or Town must control the site through either ownership or a legal access agreement):

Name: _____

If a **NEW** road is needed to access a staging or burn site, provide the following information:

Road length and width: _____ Latitude: _____ Longitude _____

Discovery Clause --- In the event that archeological deposits (soils, features, artifacts, other remnants of human activity) are uncovered in urban or rural areas, the project shall be halted and the applicant shall stop all work immediately in the vicinity of the discovery and take reasonable measures to avoid or minimize harm to the finds. The applicant will inform the Texas Division of Emergency Management (TDEM) and the TX Historical Commission (THC) (512) 463-6100 or (512) 463-6096 immediately. The applicant will secure all archeological findings and restrict access to the area. TDEM shall notify FEMA and FEMA will consult with THC. Work may not resume at or around the delineated archeological deposit until the applicant is notified by TDEM. In the event that an unmarked grave, indications of burial or human remains are present, compliance with the Texas Antiquities Code is required. The applicant will immediately stop all work, secure all the findings, restrict access to the area and call local law enforcement officials, the state archeologist (512) 463-8882 and TDEM. TDEM shall notify FEMA and FEMA will consult with law enforcement officials and SHPO if the remains are Native American. Work cannot resume at or near the site until the applicant is notified by TDEM.

Applicant signature certifying they read the above clause

Date

Fax to:

Texas Historical Commission, Attn: Bill Martin; Telephone: (512) 463-5867; FAX: (512) 463-8927

THC certifies that the above referenced site:

Will not adversely affect a historic property

Is located on an archeological site and an alternate area must be considered

Texas Historical Commission Official

Date

After completing this form, please return it to the City or Town listed above.

**RIVERS AND HARBORS ACT SECTION 10 / CLEAN WATER ACT SECTION 404
FEMA-4223-DR-TX**

FEMA NRCS State Project No. _____ Corps ID No.: _____

Project Proponent: _____

Mailing Address: _____

City State Zip: _____

Project POC: _____ Phone: _____ Cell Phone: _____ Fax: _____

PROJECT LOCATION

Include the following: 1) location map 2) Photo showing existing site conditions 3) plan and cross sections sketch of proposed work

Waterway Name: _____ Tributary to: _____

City: _____ County: _____ State: _____

Provide at least ONE of the following location details:

a. Latitude: _____ Longitude: _____ (prefer DD format)

b. UTM Zone: _____ Northing: _____ Easting: _____

PROJECT DESCRIPTION

Original Structure Fill Description: _____

Proposed Repair Replacement: _____

Changes from the original alignment or structure: _____

Temporary Fill (type and est. quant.): _____

Permanent Fill (type and est. quant.): _____

Other Water Features: Wetlands _____ Lake _____ Other _____ Unknown _____

BELOW TO BE FILLED BY THE CORPS

Exempt from Section 404 _____ Nationwide Permit(s) # _____ Other: _____

FORT WORTH DISTRICT	GALVESTON DISTRICT	TULSA DISTRICT	ALBUQUERQUE DISTRICT
Fort Worth Regulatory Branch	Galveston Regulatory Branch	Tulsa Regulatory Branch	El Paso Regulatory Office
PO Box 17300	PO Box 1229	1645 South 101 East Avenue	505 S. Main St. Suite 142
Fort Worth, TX 76102-0300	Galveston, TX 77553-1229	Tulsa, OK 74128	Las Cruces, NM 88001
Phone: 817-886-1740	Phone: 409-766-3929	Phone: 918-669-7400	Phone: 575-556-9939
Fax: 817-886-6493	Fax: 409-766-3931	Fax: 918-669-4306	

Comments Special Conditions: _____

Signature: _____ Title: _____

Public Assistance Alternative Procedures Pilot Program for Debris Removal Acknowledgement

In accordance with the Sandy Recovery Improvement Act of 2013, the Federal Emergency Management Agency (FEMA) is implementing alternative procedures for the Public Assistance (PA) Program through a pilot program.

As a representative of the subrecipient, we elect to participate in the following:

- Accelerated Debris Removal - increased federal cost share (sliding scale)
- Recycling Revenue (subrecipient retention of income from debris recycling without a award offset)
- One-time incentive for a FEMA-accepted debris management plan and identification of at least one pre-qualified contractor
- Reimbursement of straight time force account labor costs for debris removal

1. The pilot is voluntary and the subrecipient must apply the selected alternative procedures to all of its debris removal subawards.
2. For the sliding scale, the subrecipient accepts responsibility for any costs related to debris operations after six months from the date of the incident unless, based on extenuating circumstances, FEMA grants a time extension.
3. The subrecipient acknowledges that FEMA may request joint quantity evaluations and details regarding subrecipient operations necessary to assess the pilot program procedures.
4. All contracts must comply with local, state, and federal requirements for procurement, including provisions of 2 CFR Part 200.
5. The subrecipient must comply with all federal, state and local environmental and historic preservation laws, regulations, and ordinances.
6. The Office of Inspector General may audit any subrecipient and/or subaward.

Signature of Subrecipient's Authorized Representative

Date

Printed Name and Title

Subrecipient Name

PA ID Number

- We elect to **not** participate in the Alternative Procedures for Debris Removal.

Government Indemnified and Held Harmless

The undersigned will indemnify and hold harmless the Debris Removal Parties for any damage of any type whatsoever to the above described property or to personal property and fixtures situated thereon, or for bodily injury or death to persons on the property, and hereby releases, discharges and waives any and all actions, either legal or equitable, which the undersigned has, or ever might or may have, by reason of any action of aforesaid the Debris Removal Parties taken to accomplish the aforementioned purpose.

Signature(s) and Witnesses
Property Owner or Property Owner's Authorized Agent

For the considerations and purposes set forth herein, I/we hereby set my/our hand(s) and seal(s) this _____ day of _____, 2016.

Witness 1 _____

Witness 2 _____

(Sign)

(SIGN)

Person with Property Interest or Their Authorized Agent

Print Name: _____

Current Telephone No. _____

Current Address: _____

APPLICANT'S BENEFITS CALCULATION WORKSHEET

APPLICANT	PW REF NO.	FIPS NO.	CATEGORY	DISASTER
			C	

ENTER TOTAL ANNUAL PAYROLL

		REGULAR TIME %	OVERTIME %	
Holidays	<input type="text"/>	<input type="text"/>	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> If the benefit is applied to the overtime fringe rate, select the proper box </div>	
Vacation Leave	<input type="text"/>	<input type="text"/>		
Sick Leave	<input type="text"/>	<input type="text"/>		
* Social Security		6.20%		<input type="checkbox"/>
* Medicare		1.45%		<input type="checkbox"/>
* Unemployment	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>
* Worker's Comp	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>
** Retirement	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>
Health Benefits	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>
Life Insurance Benefits	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>
Other (Describe here) _____	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>
Total (in % of annual salary)		7.85%		

(FIGURES IN BLUE AUTOMATICALLY "GO" TO THE FORCE ACCOUNT LABOR SHEETS)

COMMENTS:

I CERTIFY THAT THE INFORMATION ABOVE WAS TRANSCRIBED FROM PAYROLL RECORDS OR OTHER DOCUMENTS WHICH ARE AVAILABLE FOR AUDIT.

CERTIFIED: _____

TITLE: _____

DATE: _____

* Only categories for overtime fringe benefits.

** Only an overtime fringe benefit when supported by employee contract