

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

MEMORANDUM #125 (2004-2005)

December 13, 2004

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: UPDATE ON EMERGENCY PREPAREDNESS

PERTINENT FACTS:

In 2002 the School Board commissioned Emergency Planning Services, Inc., to conduct an emergency preparedness study for the Anchorage School District. The final report was published on March 4, 2003. The district is committed to implementing that plan, the central notion of which is that ASD should be capable of providing housing and care for students and staff that can't be reunited with family, or return home, following a disaster. As a result, 21 schools have been selected to become emergency shelter sites. These schools are to be modified so that, if necessary, they can operate independently from the normal utility infrastructure. Furthermore, certain support facilities are to be built out so they can serve and supply these shelters during disasters.

Eight high schools, seven middle schools, and six elementary schools have been chosen to perform the shelter function. The necessary work at all the secondary schools, and one of the elementary schools (Girdwood), is funded and in progress. Five elementary schools remain unfunded. Projects are underway at Student Nutrition, Maintenance/Facilities, Purchasing/Warehouse, Security & Emergency Preparedness, and Transportation. Here are the highlights.

SCHOOLS:

The schools were selected based on factors such as size, location, road access, parking availability, and seismic stability. Each shelter site will have standby diesel generators and dual fuel boilers. Electrical system upgrades and fuel storage capacity are typically required. Each site also gets a septic vault, and a 20 foot container of emergency supplies set on a concrete pad.

The selected schools are as follows:

High Schools

Bartlett
Chugiak
Dimond
Eagle River
East
Service
South
West

Middle Schools

Clark
Goldenview
Gruening
Hanshew
Mears
Romig
Muldoon

Elementary Schools

Girdwood
Russian Jack*
Scenic Park*
Trailside*
Tyson*
Willow Crest*

Construction projects are underway at all of the funded schools. While each is on a different time-line, nearly all will be complete by fall 2005. Progress to date for each school can be found in Attachment A.

All schools (including the five for which standby power/heat funds have yet to be identified) will receive their supplies containers and supporting concrete pads this year. In other words, even the “unfunded” schools will be capable of operating as shelters as long as commercial utilities remain available.

Although Government Hill and Ursa Major Elementary Schools have not been designated as primary shelter sites, renovation projects at those locations allowed the district to provide standby power, heat, and electrical upgrades. These improvements were made in conjunction with a Corps of Engineers effort to convert heating systems on military installations from steam to natural gas. These two schools could be pressed into shelter service if required. Supply containers would have to be delivered from other shelter sites, or supplies shipped from the Warehouse, in order for these schools to become activated as fully functional shelters.

STUDENT NUTRITION:

Student Nutrition will install a water treatment system, a water bottling system, and a 25,000 gallon water reservoir. Additionally, Student Nutrition will store 132 empty 55 gallon water drums. The facility itself will receive standby power and boiler upgrades, so it may remain operational when commercial power fails. The intent is that Student Nutrition will be capable of delivering water to any or all of the 21 shelter schools, should disaster render city water unavailable. The reservoir gives Student Nutrition a “buffer” in the event it, too, is cut off from the conventional water source. Water can be delivered to the shelter sites in bottled form or, if necessary, in drums.

*These sites are not funded for power, heat, and electrical upgrades, but do get supply containers.

Additionally, Student Nutrition will bottle water throughout the school year, and sell it at schools. This practice generates some revenue, provides a healthy alternative to soda pop, keeps the operation “exercised,” and keeps the reservoir water fresh. A quantity of bottled water can be maintained “staged” in advance of for-sale delivery, ensuring there is always a supply ready to go in an emergency.

The necessary water processing equipment has been ordered, and will arrive in mid-winter. Permit applications have been filed at the DEC and MOA, and are pending approval. It is anticipated that the water system will be operational, and the building upgrades complete, by October 2005.

MAINTENANCE:

The Maintenance building, which also houses the Facilities Department, is slated to receive standby power generation and associated fuel storage and boiler upgrades. It is intended that these two departments remain operational during a disaster, not only to support the needs of the shelters, but to address damage at other schools and ASD sites. Building permits are pending with the MOA, and it is anticipated this project will go out to bid this month. Completion is projected for September 2005.

The Maintenance Department is also modifying an existing fleet truck, so it may be capable of moving the 21 containers of shelter supplies where and when necessary.

FACILITIES:

The Facilities Department is managing the various construction projects at the shelter schools and Support Services’ buildings. Typically, that means fuel storage tanks, generators, boilers, and electrical system upgrades. At the shelter schools, construction efforts also entail installation of septic vaults and pouring of concrete pads for the emergency supplies containers.

Through capital funds, the Facilities Department is also providing the 55 gallon water drums, the 21 containers that will house the shelter emergency supplies, and the modification that allows the Maintenance truck to pick up and relocate the emergency supplies containers.

The Facilities Department has also supplied this initiative with some project management support.

PURCHASING/WAREHOUSE:

The Warehouse is receiving standby power generation, and anchoring upgrades to its shelves and racks. This project is in design, and will likely go out to bid in January 2005. Completion is anticipated by January 2006.

It is intended that the warehouse be able to supply the shelters as needed throughout a disaster. Indeed, some of the emergency supply items being acquired through this initiative will likely be stored centrally at the Warehouse rather than in the shelter containers.

Additionally, the Purchasing Department has facilitated all the procurement activities involved in this emergency preparedness effort.

SECURITY & EMERGENCY PREPAREDNESS:

Security & Emergency Preparedness, using money from Facilities and Operations, and manpower from all the aforementioned departments, has been coordinating the purchase of the emergency shelter supplies with the acquisition of the containers, the modification of the truck, and the location and construction of the concrete pads.

It is intended that a container of emergency supplies be stored at each school shelter site. The supplies may well be used at the assigned facility. The containers are designed and situated to be highly mobile, however. Many conceived disaster scenarios call for prompt redeployment of supplies.

To that end, the existing Maintenance truck will be fitted with an attachment enabling it to quickly grab a container and haul it aboard. The modification does not prevent the truck from operating as a normal flatbed for routine daily use. We intend to bid the truck modification in February 2005, and have the vehicle operational by August of that year.

The containers and associated supplies are "in procurement" at this time. Bids were opened on December 8. We intend to make an award, and negotiate a contract, immediately. Delivery of fully stocked containers is anticipated no later than August 2005. The Municipal Planning Department has indicated willingness to approve the container/supplies portion of this project, contingent upon having input into issues of container painting and site situation. MOA Planning is currently reviewing the site drawings. No problems are foreseen.

Installation of the concrete pads and septic vaults will commence as soon as the ground is sufficiently thawed, probably in May. Work will be completed prior to the arrival of the containers in late summer.

TRANSPORTATION:

Pupil Transportation gets standby power generation and associated electrical upgrades. The intent is to allow bus operations, particularly dispatching, to continue without commercial electricity. The buses are integral to the task of evacuating students and staff from damaged schools to shelter schools.

The Transportation upgrades will be bid this month. Completion is scheduled for September 2005.

SUMMARY:

With the exception of the Warehouse, all of the Support Services facilities will have their upgrades complete by the fall of 2005. The Warehouse will be finished in January 2006.

All 21 shelter schools will have their emergency supplies in place by the beginning of the 2005-2006 school year. The truck to move the containers will be operational by then as well.

With the exception of Wendler and Mears Middle Schools, and Chugiak and Service High Schools, all of the "funded" schools will be completely operational by November 2005 (many will have been finished by the time school commences that fall). Service High must wait until 2008, because its scheduled remodel would tear out any improvements made now. The three other schools just mentioned will be completed by fall of 2006.

Funding for standby power, boilers, and electrical upgrades, needs to be found for Russian Jack, Scenic Park, Trailside, Tyson, and Willow Crest Elementary Schools.

By fall of 2005, Government Hill Elementary will have acquired its back-up shelter capability. Such work has already been accomplished at Ursa Major.

CC/GV/MM/RA/MF

Attachment

Prepared by: Mark Mew, Director of Security/Emergency Preparedness

Approved by: George Vakalis, Assistant Superintendent, Support Services

Districtwide Emergency Shelter Program

Attachment "A"

Project Number	Facility	Project	Fund Source	Item	Status	Bid	Complete
57501	District Wide	Emergency Prep	B-03	Containers	Out for Bid	Dec, 04	Aug, 05
				Container Pads	MOA Rvw	Mar. 05	May, 05
				Septic Vaults	Scoping	Mar. 05	May, 05
				Truck Modification	Scoping	Feb, 05	Aug, 05
106102-4200	District wide	Emerg Supplies	Oper. Acct	Supplies for Connexes	Out for Bid	Dec, 04	Aug, 05
06311	Facility Maint	Standby Power	B-03	Generator, tank, boilers	MOA Rvw	Dec, 04	Sep, 05
06511	Warehouse	Standby Power	B-03	Generator and Racks	In Design	Jan, 05	Jan, 06
08003	Transportation	Standby Power	B-03	Generator and Electrical Upgrd	In Design	Dec, 04	Sep, 05
09106	Std. Nutr.	Standby Power	B-03	Power, Water Filt/Tank, boiler, bldg.	ADEC Rvw	Jan, 05	Oct, 05
82032	Dimond	Shelter Upgrd	From Project	Gen, tank, Elec Upgrd, Boiler Upgrd	Out to bid	Nov, 04	May, 05
86001	South	Shelter Upgrd	From Project	Gen, tank, Elec Upgrd, Boiler Upgrd	Complete	Jan, 02	Jun, 04
84042	Service	Boiler Ugrd	B-04	Boiler Upgrd	Scoping	Jan, 07	Jan, 08
84043	Service	Elec Upgrd	B-04	Generator, tank, switch gear	CEA Coord	May, 05	Nov, 05
B-04 Fall	East	Shelter Upgrd	From Project	Gen, tank, Elec Upgrd, Boiler Upgrd	MOA Rvw	Feb, 05	Aug, 05
81069	Chugiak	Boiler Ugrd	B-04	Boiler Ugrd	Scoping	Feb, 05	May, 05
81070	Chugiak	Elec Upgrd	B-04	Generator, tank, Electrical Upgrd	Scoping	Fall 05	2006
86501	Eagle River	Shelter Upgrd	From Project	Gen, tank, Elec Upgrd, Boiler Upgrd	Construction	Feb, 03	Fall 05
80049	Bartlett	Boiler Ugrd	B-04	Boiler Upgrd	Scoping	Feb, 05	May, 05
80050	Bartlett	Elec Upgrd	B-04	Generator, tank, switch gear	ML&P Coord	May, 05	Nov, 05
85052	West	Boiler Ugrd	B-04	Generator, Tank, electrical Upgrd, boiler Upgrd	ML&P Coord	May, 05	Nov, 05
85053	West	Elec Upgrd	B-04				
76049	Romig	Elec Upgrd	B-04				
76048	Romig	Boiler Ugrd	B-04				
75035	Mears	Elec Upgrd	B-04	Generator, Tank, Elec. Upgrd	Scoping	Sep, 05	2006
75034	Mears	Boiler Ugrd	B-04	Boiler Ugrd	Scoping	Feb, 05	May, 05
77027	Wendler	Shelter Upgrd	From Project	Generator, Tank, Elec. Upgrd	Scoping	Sep, 05	2006
				Boiler Ugrd	Scoping	Feb, 05	May, 05
78010	Goldenview	Elec Upgrd	B-04	Generator, tank, switch gear	CEA Coord	May, 05	Nov, 05
78011	Goldenview	Boiler Ugrd	B-04	Boiler Ugrd	Scoping	Feb, 05	May, 05
22033	Girdwood	Boiler Ugrd	B-04	Boiler Ugrd	Scoping	Feb, 05	May, 05
22034	Girdwood	Elec Upgrd	B-04	Generator, Elec. Upgrd	Construction	Sep, 04	Dec, 04
74028	Hanshew	Boiler Ugrd	B-04	Boiler Ugrd	Scoping	Feb, 05	May, 05
74029	Hanshew	Elec Upgrd	B-04	Generator, tank, switch gear	CEA Coord	May, 05	Nov, 05
38614	Ursa Major	Shelter Upgrd	B-02	Gen, tank, Elec Upgrd, Boiler Upgrd	Complete	May, 03	Oct, 03
23025	Gov. Hill	Shelter Upgrd	B-02	Gen, tank, Elec Upgrd, Boiler Upgrd	In Design	Dec, 04	Sept, 05