

THE UNIVERSITY OF TOLEDO

SUBJECT: FLOOD EMERGENCY RESPONSE PLAN

Procedure No. EP-08-020

PROCEDURE STATEMENT

The University of Toledo campus houses a portion of the Ottawa River. As a result of the rivers presence on campus and the potential for flooding, it is necessary to establish procedures for monitoring conditions, notification, and implementation of actions to minimize potential damages to property and inconveniences to students, faculty, and staff.

PURPOSE OF PROCEDURE

The Flood Emergency Response Plan has been designed to establish appropriate procedures for responding to a flood emergency that affects University operations. This plan addresses flooding as a result of natural occurrences and building system failures.

PROCEDURE

Departments located in the buildings and areas listed in subsection I of Policies and Procedures, below, must have plans in place for dealing with high water by:

- establishing a method of communicating potential flooding to 44.99+36. building occupants;
- moving items to be protected from ground floor levels to upper floors;
- establishing pre-determined locations to which items may be moved;
- moving equipment and vehicles from garages, parking lots, and the grounds, to higher ground; and
- taking whatever steps are necessary to protect items that cannot be relocated.

It will be the responsibility of each department to physically relocate their own equipment and supplies, as Facilities Maintenance personnel will have the primary responsibility of performing numerous functions that are essential in lessening the impact of flooding conditions on buildings, building mechanical systems, and utilities. All persons shall use extreme caution in flood water, e.g. be alert for all electrical connections when moving or removing devices or equipment.

1. Areas and Buildings Affected

The low-lying areas of the campus are in the flood plain and could be affected if the river goes over the banks. The 100yr flood plain includes the following areas and buildings that have lowest floor elevations less than one foot above the flood elevations as shown per the FEMA National Flood Hazard Map:

- Academic House (AH)
- Carlson Library (CL)
- Health Education Center (HE)
- Horton International House (IH)
- Larimer Athletic Complex (LM)

- Center for Performing Arts (PA)
- Parks Tower (PT)
- Sullivan Hall (SL)
- Snyder Memorial (SM)
- Launcelot Thompson Student Union (SU)

2. Monitoring the River

River elevation conditions shall be evaluated and for triggering various levels of readiness notifications to departments on campus that would be affected by flooding conditions. There are a variety of factors that determine the possibilities and extent of flooding, including:

- A. Amount of rain in a given period of time up-stream.
- B. The quantity and rate of increase of water levels in a given time period.
- C. Temperature and time of year.
- D. Percentage of watershed covered.
- E. Soil condition, type of cover, and slope, which determine the amount of runoff in a given rain.
- F. Presence of ice in the river.

3. The National Water Information System <https://water.noaa.gov/gauges/utoo1> shall be utilized to identify water levels during times of heavy rainfall.

Notification to departments located in affected areas will be made by Facilities and will be in either of two categories:

A. Flood Watch

Conditions are such that departments will be notified that flooding is possible and that they should review plans for relocating essential equipment and have personnel and equipment ready to implement relocation plans on short notice.

B. Flood Warning

Available information indicates that the river will go over the levee and will affect the lower areas of the campus. Departments will be advised to implement their flood plans.

C. Process

Notification to identified building managers and departments located in affected areas will be accomplished by telephone calls through the Emergency Notification System as follows:

Risk Management is responsible for monitoring river conditions and for implementing, in conjunction with

Facilities Management, "Flood Watch" and "Flood Warning" notifications. A listing of all building and department

contacts that should receive "Flood Watch" and "Flood Warning" notifications shall be maintained by Facilities Management and provided to Safety and Risk Management. The Flood Plan and listing of buildings and departments shall be updated each Fall to recognize the changes that have been made in facility usage and assignments.

Additional information may be obtained by contacting Risk Management.

4. Responsibilities

We have approximately 50 people that would be ready to sand bag, pump, etc., whatever the situation warrants. This includes off duty staff that would be requested to respond if deemed necessary.

Pumps in Lot 10 and monitored by Central Control. Central Control will contact the manager to advise them when a situation exists. An on-call list will be utilized to call staff in to work.

Available Managers Include:

Jason Toth	419-297-3338
Dan Perry	419-350-6440
Pat Blevins	419-779-2156
Dale Krause	567-249-6422
Chuck Martin	419-466-3167
Jeff Gajdostik	419-367-0186

In the event of a flood near electrical along the Ottawa River the following would occur:

The University of Toledo has a series of high voltage switches running along the embankment of the Ottawa River. Each individual switch is part of a loop system that can be fed from 1 of 2 directions. These switches can be opened or closed, depending on which way UT wants current to flow, and feed power to our individual buildings.

In the event of the Ottawa River rising and beginning to flood, the University of Toledo would evaluate which switches are in imminent danger of becoming flooded and begin the process of deploying sand bags and de-energizing any switch by opening the switches before and after. Power would be directed away from the flood zone until a safe distance is established. Once flood waters have receded, power would be re-established to the affected areas only after proper testing of any electrical gear affected by the flood have been conducted and any necessary repairs made.

5. Resources

Floor Equipment

2 (two) 4" Gas Pumps	900gpm
3 (three) 3" Gas Pumps	400gpm
15 (fifteen) 42" Box Fans	
6 (six)	Dehumidifiers
12 (twelve)	Carpet Fans
1 (one)	80kw Generator
10 (ten)	Wet/Dry Vacuums

Floor Clean Up Contractors

A.C.E.S. Services LLC	419-508-5044
BluSky Restoration Contractors	419-250-3739
Professional Restoration Services	216-785-1441

Sand Bag Delivery

Sandman Sale Yard	419-865-1666
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Effective Date: 2/12/2016

Review/Revision Date: 1/3/2019
1/3/2022
12/10/24
4/18/2025