

Dallas County Local Emergency Planning Committee

Hazardous Materials – Field Data Collection

The Dallas County Local Emergency Planning Committee (DCLEPC) is seeking proposals from firms, or individuals, with experience in emergency management, commodities mapping, and hazardous materials planning and response. The DCLEPC intends to contract with a qualified individual or firm to provide the necessary planning and analysis services for collecting, validating, and analyzing roadway field data. **Interested parties are invited to submit their proposals, along with examples of previous work, to the Project Manager by February 2nd, 2025, at 4:30 PM.**

Project Scope

The Dallas County Local Emergency Planning Committee (DCLEPC) is seeking to augment our July 2024 Hazardous Materials Commodity Flow Study by conducting a roadside field survey along key motor vehicle transportation corridors. The roadside field survey aims to observe, quantify, and document the movement of hazardous materials on these routes.

The project will involve a review of the July 2024 Dallas County Commodity Flow Study to identify patterns of hazardous material transportation within the county. This information will help recommend four roadside locations for field data collection. The final selection of these locations will be made by the Dallas County Local Emergency Planning Committee (DCLEPC). The project will also include a thorough analysis of the collected data, an assessment of vulnerabilities, and the formulation of conclusions and recommendations.

Project Objectives

The DCLEPC objectives related to the Commodity Flow Study are:

- Increased Awareness
- Define Training Scenarios
- Enhance Emergency Planning
- Identify Equipment Needs
- Schedule Appropriate Resources
- Identify Hazmat Route Designations

Project Tasks

As envisioned, this project will include, as a minimum, completion of the following tasks:

1. Data Collection

Develop a field data survey plan that outlines the selected locations, dates, times, and duration of the survey, as well as the primary targets for data collection. Determine the collection strategy using appropriate statistical methods to establish sample size and counting intervals. Collect field data, including the number of vehicles, types of vehicles, the packages in each shipment, the contents of the shipments that contain hazardous materials, the class or division of those hazardous materials, the UN/NA placard ID, and specific materials.

2. Analyze Data

Using the newly collected data, identify hazmat flows by analyzing hazmat content information to determine the quantities and proportions of hazmat distributed according to spatial and temporal information.

3. Hot Spots

Identify areas and facilities along major traffic routes that are at a higher risk of experiencing hazardous materials spills or releases. Assess geographical locations where such incidents could pose significant risks to the population. Evaluate the potential impact of a hazardous materials release on critical facilities along the traffic corridor. Additionally, analyze the effects of a spill or release on environmentally sensitive areas and bodies of water that serve as sources of drinking water.

4. Conclusions and Recommendations

Formulate comprehensive recommendations that are grounded in the insights gathered from the recently collected and thoroughly analyzed data.

Project Documentation

Documentation at a minimum should include:

- Cover page, including title, data, jurisdictions covered, and authorship;
- List of entities involved in the HMCFS project, including HMCFS core team, HMCFS project team, key personnel, volunteers/data collectors, contractors, etc.;
- Table of contents and lists of figures and tables;
- Situation overview (e.g., an executive summary of HMCFS information)
- Main document
 - Purpose (HMCFS objectives);
 - Scope (jurisdiction, modes, and network segments that are included);
 - Background information
 - Methodology (overview of data collection methods, sampling, and precision);
 - HMCFS outcomes (text, matrices, lists, tables, charts, graphs, maps, etc.—for different materials classifications, modes, and network segments, as applicable);
 - Assumptions and limitations (e.g., an HMCFS is a snapshot of hazmat commodity flows in a community at specific times and locations—does the hazard analysis assume that those variations are consistent with other times and/or locations?);
 - Conclusions and recommendations, including identification of most frequent or greatest threats, needs for additional intelligence, etc.;
 - References, including all existing data sources, reports, statistics, and

documents that were used—references should include author, performing agency, title, report or series volume and number, publication date, publisher, and other information as applicable.

- Additional information can be included in appendices including images, and other information (such as sampling forms or schedules) not included in main body of the HMCFS document.
- Whenever possible, provide data collected utilizing a visual representation (images, charts, tables, graphs)

Project Timeline

Project will commence upon signature of contract by both parties. Contractor will provide monthly project updates to the DCLEPC Project Manager by the 10th of each month once the project commences until the final documentation is provided to the DCLEPC. A final presentation will be made to the CFS Core Team sharing the CFS report details. The project must be completed **no later than 15 July 2025**.

Project Conditions

DCLEPC has been awarded funds through the Hazardous Material Emergency Preparedness (HMEP) to conduct the DCLEPC Commodity Flow Study. The maximum award total awarded through the HMEP grant for this project **shall not exceed \$10,000.00**.

Transportation Research Board’s Guidebook for Conducting Local Hazardous Materials Commodity Flow Studies (HMCFS) is designed to support risk assessment, emergency response preparedness, resource allocation, and analyses of hazardous commodity flows across jurisdictions. This Guidance needs to be followed for all hazardous materials commodity flow survey (HMCFS) projects funded with Hazardous Materials Emergency Preparedness (HMEP) grant program funds. To view this guidance or to order it, please refer to the link: <http://www.trb.org/Main/Public/Blurbs/8be31746-4853-4b77-a5b1-e1bf3547453e.aspx>.

Vendor Requirements:

Contracts entered into for services pursuant to this request shall abide by all clauses included in 2 CFR Appendix II to Part 200. The contract shall not be a cost plus a percentage of costs which is prohibited under 2 CFR 200.323. Nonfederal entities and contractors are subject to debarment and suspension regulations implementing EO 12549, EO 12689 and 2 CFR Part 180. Vendor must not be identified as debarred. Payment for services shall be conducted upon completion of all work.

Project Contact

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