



Successful Response & Recovery is a process planned for in advance. It should be a collaborative effort with all involved parties (School Board, Respective School Personnel & FSBIT Insurance Team). Together, we can educate one another as necessary to better understand responsibilities, expectations and overall deliverables when challenged with an Unplanned Event.

Let's Start the Discussion with some bulleted general talking points:

- Have you had a Loss or Unplanned Event that impacted your School Day(s)?
 - Lessons Learned from Past Loss?
 - Challenges Faced?
 - Success Stories?

- What concerns do you have or geographical threats?
 - Hurricane
 - Tornado
 - Flood
 - Water/Fire
 - Environmental
 - Security

- Do You Have a Business Continuity Plan (BCB) or Recovery Guidance Doc?
 - How Do You Feel About Your Overall Ability to Recover Timely from an Unplanned Event Given Current Plans &/or Staffing Experience?

- Do you have Updated Site Plans, As-Builts or Building Diagrams?
 - Google Earth Images
 - FSBIT Schedule of Values (SOV)
 - FSBIT Drone Footage

- Discuss Unique Building Information (Features):
 - Property located within a Special Flood Hazard Area (SFHA)
 - Emergency Generators (hooked up to Buildings)
 - What kind of Building Automation Systems (Heating / Cooling / Ventilation & Lighting) are in service? (singular or site specific)?
 - Warranty Information (Roofs/Mechanical)
 - Special Flooring (Gym Floors, etc)
 - Chemical & Cleaning Supplies Room
 - Food Service (Cafeteria, Walk-In Coolers/Freezers, Dry Stock)



- Library, Computer Lab &/or Resource Area
 - Health, Science Labs &/or Rooms for Elective Activities
 - Music/Band Room
 - Daycare Facility
 - Onsite Agricultural (FFA) Facilities &/or Livestock
- How does the District communicate Remediation Protocol(s) to safeguard Health Safety Concerns immediately after a Loss?
- Who is your Health & Safety (Environmental) Partner?
 - Are you in compliance with the AHERA (Asbestos Hazard Emergency Response Act) and required training for custodial & maintenance staff?
 - What is your status (schedule) specific to other Sampling & Testing Requirements?
 - Is your Hazard Communication Program (Safety Data Sheets) readily available (paper &/or electronic form)?
 - Have you incorporated Employee Right to Know Training specific to Facility & Operations as it would apply to an Unplanned Event?
 - What is your approach throughout the lifecycle of an Unplanned Event specific to Indoor Air Quality goals, measurables and validation criteria for overall acceptance (clearance)?
- What Vendor Relationships, In-Place Agreements &/or Service Contracts do you currently have in place?
- Roofing
 - Engineer
 - IT/Communications
 - Portable Temp Buildings & Structures
 - Sports Field & Specialty Lighting
 - MEP's (Mechanical, Electrical & Plumbing)
 - Fire Safety & Security
 - Onsite Re-Fueling: Generators, Busses, Other Equipment (Gas/Diesel/Propane)
 - Emergency Restoration
 - Repair & Construction
- Temp Building Discussion & Laydown areas (with Utilities):
- Admin Offices (Work Areas)
 - Portable Classrooms (Avg Class Size/Desks)
 - Food Service (Daily Meals)
 - Computer/Learning Labs/ Elective Programs
 - Gyms/Recreation Leagues
 - After School Programs &/or Civic Groups



- Discuss General Procurement Guidance & Practice:
 - Purchasing policies and bidding for Emergency Services (stabilization), Repairs (short term) and Re-Construction Services (permanent repairs).
 - Has the Board adopted policy language specific to an Unplanned Event to minimize the impact on the District's ability to carry out Educational Responsibilities in a safe and secure environment?
 - Discuss how to incorporate FSBIT/Emergency Advantage contractor direct pay program approach and how that can support/expedite a timelier procurement process.

- What kind of Community-wide Agreements &/or Obligations do you have?
 - Sheltering Agreements
 - Facility Usage Agreements
 - Staffing & Equipment Usage Agreements

- Do you have experience with the FEMA Public Assistance Program?
 - Do you have any current FEMA PA projects that have yet to be funded or any appeals in progress?
 - Do you have Insurance Commitments from Past Grant Awards?
 - Do you manage the FEMA Grant Application Process in-house or do you use a 3rd Party? If 3rd Party, what company provides your FEMA Consulting Services?
 - Do you have Properties in Special Flood Hazard Areas?
 - Are you aware of the 50% Substantial Damage Rule (Pros & Cons)
 - Do you have systems in place to track Force Account Labor & Equipment Usage?
 - Are District Directives (Adopted Policy Language) in place to address Eligible Programs for PA Funding Categories? (Protective Services, Debris Removal, Staffing Compensation Reimbursement, Volunteers, etc?)
 - Are you Familiar with Hazard Mitigation Opportunities?