

City of Los Angeles

# EMERGENCY OPERATIONS PLAN



## LOGISTICS ANNEX

## FUEL APPENDIX

July 2018



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## **APPENDIX DEVELOPMENT AND MAINTENANCE**

This Appendix is developed in support of the City of Los Angeles Emergency Operations Plan (EOP) to facilitate response during incidents in need of emergency fuel.

This Appendix is developed in cooperation and with input from the City departments with primary response or support activities, as well as input from appropriate non-City agencies with identified activities related to fuel.

This Appendix is developed to describe the overall citywide response function and capabilities, and is to be used by each department identified within this Appendix to develop their own standardized operating procedures (SOPs) specifically for their department to direct tactical operations. When developing SOPs, each department is to take into consideration all of the activities identified in this plan directly related to their own department, as well as how those activities interact with, support, or require support from other departments identified within this plan. Departments must ensure that their SOPs are inclusive of planning for people with disabilities and others with access and functional needs. If, at any time, any department identifies a conflict in how their field response or support activities are performed in comparison to what is described in this Appendix and/or identifies a conflict between their listed activities and/or responsibilities within this Appendix and how they relate to or support another department's listed activities, such conflict is to be immediately reported to the Emergency Management Department–Planning Division.

If, at any time, a department, agency, or stakeholder to this plan changes, develops, or amends any policy, procedure, or operation that will change or affect the contents of this document, that entity is to immediately notify the Emergency Management Department–Planning Division.

This Appendix is to be corrected immediately upon notification or observation of any operational errors or conflicts. Such corrections are reflected within the Record of Changes.

Every other year, a formal review of this Appendix will be conducted by departments and agencies that are identified within the Appendix, as well as any other departments or agencies that may need to be part of the review process. The Emergency Management Department – Planning Division will lead such an effort. Upon completion of such formal review, all corrections to the Appendix will be reflected within the Record of Changes.

## APPROVAL AND IMPLEMENTATION

This document is a Functional Support Appendix to the City (EOP). It serves as either a stand-alone plan or companion document to an applicable Hazard Specific Response Annex to the EOP. The Appendix was developed with input from all applicable City of Los Angeles departments and allied stakeholders. Upon completion, it is reviewed by the City's Emergency Management Committee (EMC). When approved by the EMC, it presents the Appendix to the Emergency Operations Board (EOB) with a recommendation for approval. Upon review and approval by the EOB, the Appendix goes to the Mayor of the City of Los Angeles with a recommendation to approve and forward to the City Council for adoption.

Upon formal approval by the Mayor and adoption by the City Council, this plan becomes an official Appendix to the City of Los Angeles EOP.

This Appendix was developed with input from all applicable Los Angeles City departments. This Appendix is compliant with the Federal Emergency Management Agency (FEMA) *Comprehensive Preparedness Guide (CPG) 101, Developing and Maintaining Emergency Operations Plans*, Version 2.0 (CPG 101 V.2)<sup>1</sup>.

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<sup>1</sup>*Developing and Maintaining Emergency Operations Plans. Comprehensive Preparedness Guide (CPG) 101*, version 2.0 ed. (n.p.: U.S. Department of Homeland Security, Federal Emergency Management Agency, 2010).



## CITY EMERGENCY OPERATIONS PLAN/ANNEX CROSS REFERENCE

During the response, the following functional support shall be used as deemed necessary:

- Throughout this document, where public information and communication with the public is referenced, see the **Emergency Public Information Annex**.
- Where internal communications systems is referenced, see the **Communications Annex**.
- Where early warning and notification is referenced, see the **Early Warning and Notification Annex**.
- Where sheltering, mass care, mass feeding and the provision of functional needs support services (FNSS) is referenced, see the **Mass Care and Sheltering Annex; Resettlement Processing Center Annex; and Logistics Annex**.
- Where reference is made to evacuations, see the **Evacuation Annex**.
- Where reference is made to Federal, State, Local or Non-Governmental Organizations providing recovery information, see the **Local Assistance Center Annex and Recovery Annex**.
- Where reference is made to response and restoration of critical infrastructure, see the **Critical Infrastructure Annex**.
- Hazard Specific Annexes include the **Tsunami Annex, Earthquake Annex, Adverse Weather Annex, Brushfire Annex, Urban Flooding Annex, Off-Airport Major Aircraft Response Annex, Debris Flow Annex, Civil Disturbance Annex, Terrorism Annex and CBRN Annexes (Chemical, Biological, Radiological, and Nuclear)**.
- All actions related to fulfilling the purpose of this Appendix will adhere to the City of Los Angeles Citywide American with Disabilities Act (ADA) guides, documents, and checklists.
- Where City Departments have tasks assigned relative to this Appendix, please refer to that specific department's Standard Operating Procedures.

## **BACKGROUND**

The Fuel Appendix is a support document for use during emergency response and recovery efforts. This Appendix is designed to be scalable and implemented during small to large scale incidents. The efficient delivery of resources at a moment's notice is the core of logistics. While it is difficult to accurately predict the location, frequency, and scale of an emergency or disaster, it is possible to plan for the coordination of available fuel resources during such incidents. The information in this Appendix reflects City of Los Angeles procedures and assigned responsibilities for the logistical coordination of fuel.

This Appendix provides information regarding types of fuel contracts, and citywide and department specific fuel assets and resources including alternative fuels and processes for emergency fuel requests, emergency fuel distribution, fuel transportation, and fuel staging.

Fuel is an important component in first responder transportation, power generation, and the movement of resources and goods. The City operates and maintains a range of vehicles and machinery requiring different fueling options. The City of Los Angeles understands during an emergency, key fuel sources for City departments may be interrupted, obstructed or damaged. Due to the unpredictability of the scale of damage to fuel resources the City may contact vendors to fulfill any unmet needs.



## **I. PURPOSE, SCOPE, SITUATION, AND ASSUMPTIONS**

### **A. Purpose**

The purpose of this Appendix is to provide for the orderly and coordinated response of all or any part of the population of the City of Los Angeles if it is determined that such action is the most effective means available for protecting the population from the effects of an emergency situation. Organizations, operational concepts, responsibilities, and procedures for fuel resource logistics during an emergency are defined within this Appendix.

The Appendix details government responsibilities for the managed response of fuel resources. This Appendix can be used in conjunction with other annexes and appendices designed for the protection of the population. This Appendix is applicable to all locations and to all agencies, organizations, and personnel with fuel assets and fuel-related responsibilities.

This Appendix has been developed to meet the following objectives:

- Provide a concept of operations for logistical fuel requests, distribution, and alternative fuel resources.
- Provide a common understanding of the roles and responsibilities of key stakeholders involved in procuring and managing emergency fuel during a local emergency.
- Document alternatives for obtaining emergency fuel to aid City department response activities during emergencies.
- Provide a coordinated fuel logistics system compliant with the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) and relevant City, County, State and Federal laws.

### **B. Scope**

Effective incident management begins with a host of preparedness activities conducted well in advance of any potential incident. Preparedness involves an integrated combination of: planning; training; exercises; personnel qualification and certification standards; equipment acquisition and certification standards; and publication management processes and activities.

This Appendix is applicable to Los Angeles City departments with Emergency Operations Organization (EOO) responsibilities and other departments with essential resources. Of particular importance to this Appendix are:

- City Departments with emergency public safety functions.
- City Departments having routine interaction with the public.
- City Departments performing emergency public safety or other critical services.

## C. Situation Overview

### 1. Characteristics

#### a) Location

The City of Los Angeles covers 498 square miles with approximately 468 square miles of land (214 square miles of which are hills and mountains) and approximately 29 square miles of water. The San Gabriel and Santa Susana Mountains bound the City on the North and the Santa Monica Mountains extend across the middle of the City. The Palos Verdes Hills and Pacific Ocean bound the City on the South and West.

#### b) Demographics

According to the California Department of Demographic Research Unit's "*E-1 Population Estimates for Cities, Counties, and the State*<sup>2</sup>", the 2016 population estimate for the City of Los Angeles is 4,030,904. This breaks down to approximately 8094 persons per square mile.

The City of Los Angeles is one of the most diverse cities in the world. Angelenos speak nearly 200 languages and are part of many different religious and belief systems. Community members who live, work, and play in Los Angeles include people with disabilities and others with access and functional needs.

This plan will use the phrase people with disabilities and others with access and functional needs to describe both those that meet the definition of disability as well as people who may or may not meet the definitions of civil rights laws or some of the 60 plus diverse definitions of disability<sup>3</sup>. The definitions for people with disabilities as well as others with access and functional needs are provided below:

#### *People with Disabilities*

"Disability" in this context is a legal term rather than a medical one. It refers to a Federally protected class under the 1990 ADA. Nationally, people with disabilities make up about 20% of the population. To be in compliance with the law, emergency managers must apply the concepts of accessibility, inclusion, and nondiscrimination in providing services to the general public which includes communication of public information and warnings, transportation, mass care and sheltering, and evacuations.

#### *Others with Access and Functional Needs*

"Others with Access and Functional Needs" is a broad definition that includes anyone who might have additional needs before, during, or after a disaster in

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<sup>2</sup> California Department of Finance, E-1 Population Estimates for Cities, Counties, and the State, January 1, 2015 and 2016

<sup>3</sup> Los Angeles Department of Public Health, "Adult Disability in Los Angeles County." LA Health. Sept. 2006

accessing services. This includes individuals that may or may not meet the definitions of disability under existing civil rights laws, such as people with limited or no English language proficiency, individuals that are institutionalized, women in late-term pregnancy, or those with limited or no access to transportation. With this broader definition, about 50% of the population is considered to have an access or functional need. Anyone with a disability has an access and functional need, but not everyone with an access and functional need has a disability.

## 2. Vulnerabilities

The City of Los Angeles has multiple, accessible, redundant warning and notification systems that it will utilize to reach the public for warnings, notification, and support. The primary mode of notification will be the NotifyLA application. Other modes will include news releases and public service announcements to the media and directly through social media. Factors to consider are the type of disaster, the population density, and the terrain in areas of Los Angeles. In some instances, the consequences of a disaster, along with terrain and the geographical area, may impact the effectiveness of notification systems.

The City of Los Angeles recognizes that disasters may exhaust local resources. The City continues to develop, update and/or maintain memorandum of understandings (MOUs), memorandum of agreements (MOAs), and contract amendments with private vendors to increase response capability and available resources. In addition, the City of Los Angeles' Business Operations Center (BOC) maintains communication channels with the private sector who may provide donations in an emergency.

Due to the population density and terrain of the City of Los Angeles, the City recognizes that, despite a good faith effort, it may not have the capabilities or resources to reach every individual in terms of public warnings, notification and/or support.

## D. Assumptions

This Appendix was created to integrate the concepts and structure defined by the National Incident Management System (NIMS), the California Standardized Emergency Management system (SEMS), and the National Incident Command System (ICS).

- All City, State, and Federal processes, procedures, and protocols reflected or referenced in this document were current as of the date of approval of this Appendix. Before implementing this Appendix, confirm that the processes, procedures, and protocols are unchanged. If necessary, before implementing, modify the Appendix to reflect updated processes, procedures, and protocols.
- Only departments that have a supporting or response role to an emergency event requiring fuel support will be included in this Appendix. The departmental roles listed are limited to those applicable to the event.

- In any disaster, primary consideration is given to the preservation of life. Additionally, time and effort must be given to providing critical life-sustaining needs.
- In a catastrophic incident, damage control and disaster relief will be required from the State, Federal, and other local governments, as well as private organizations.
- The City (EOC) may or may not be activated in support of an event. EOC activation will be determined based on the scope and scale of the event.
- Electronic communications and information technology systems will be compliant with Section 508 of the Rehabilitation Act.
- All printed public education material produced to support this Appendix for distribution to the general public shall be available in multiple accessible formats.
- Vital infrastructure such as potable water supplies, electrical power, natural gas and sewer services could be compromised. Re-establishment of these vital resources will be critical.
- Transportation infrastructure could be damaged and in limited operation. Vital vehicle and rail corridors could be damaged and impassible. Re-establishment of transportation infrastructure will be critical.
- Communications infrastructure could be damaged, causing disruption in land-line telephone, cellular telephone, radio, microwave, computer, and other communication services. Re-establishment of communications infrastructure will be critical.
- Vital infrastructure such as potable water supplies, electrical power, natural gas, and sewer services could be compromised. Re-establishment of these vital resources will be critical.
- Response timing will be affected by availability of transportation assets and post-event condition of transportation infrastructure.

## II. CONCEPT OF OPERATIONS

### A. Terminology

**Alternative Fuels:** Any material or substance that can be used as fuel and is not considered conventional fuel. Some well-known alternative fuels include biodiesel, bioalcohol (methanol, ethanol and butanol), chemically stored electricity (batteries and fuel cells), hydrogen, non-fossil methane, non-fossil natural gas, vegetable oil, and other biomass sources.

**Conventional Fuels:** Include fossil fuels such as petroleum oil, coal, propane, and natural gas.

**Compressed Natural Gas (CNG):** A fossil fuel substitute for gasoline (petrol), diesel fuel, propane petroleum gas, or liquefied petroleum gas. CNG stations in the City are pipeline based. If a CNG station is shutdown, fueling would be diverted to the nearest Liquefied Natural Gas (LNG) station or nearest working CNG station. LNG stations in the City are also capable of producing CNG, which is stored in above ground tanks.

**Fuel:** Any material that stores potential energy in forms that can be released and used as heat energy. In this document fuel refers to liquefied petroleum gas, chemical liquid fuels such as naturally derived petroleum, and artificial fuels such as diesel, gasoline, and electrical power.

**Fuel Automation System:** A system implemented by the Department of General Services (GSD) to centrally track fuel levels, fuel site alarms, and fuel consumption per vehicle.

**Jet-A Fuel:** A mixture of different hydrocarbons made from petroleum with good low temperature flow behavior.

**Liquefied Natural Gas (LNG):** A natural gas (predominantly methane, CH<sub>4</sub>) that has been converted to liquid form for ease of storage and transport. In the City, LNG is trucked and delivered to LNG fuel stations and stored in above ground tanks. In the event of a power outage, LNG fueling stations are fitted with emergency generators to sustain operations. LNG stations in the City are also capable of making CNG. (NOTE: MAKING or STORING)

**Portable Generator:** A gas or diesel-powered device that provides temporary electrical power.

**Propane:** Liquid petroleum gas used to power forklifts and generators.

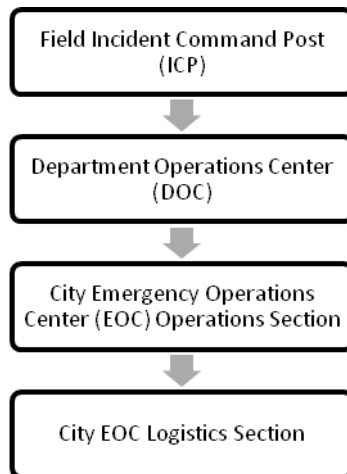
**For a list of acronyms, see Attachment E-1**

**B. Fuel Vendors**

The Department of General Services (GSD) Fuel Services and Environmental Compliance Division (Fuel Services) is responsible for Citywide fuel contracts and maintains the contracts and relationships of any fuel vendor and fuel delivery service that supply City departments. City departments are expected to place orders for fuel through GSD Fuel Services to meet their routine needs. Contracts incorporate emergency provisions for fuel during an emergency.

**C. Proclaimed Emergencies**

If there is a proclaimed emergency in the City, the City Emergency Operations Center (EOC) is activated and emergency requests are requested through the City EOC Operations Section for approval and forwarded to the Logistics Section. The resource request flow is as follows:



**1. EOC Activation**

GSD sends representative to the Logistics Section, one of whom will be the Ground Support Unit Leader for fuel.

**2. Fuel Resources Requested**

- Field Incident Command Post (ICP) or Department Operations Center (DOC) requests fuel from the EOC Operations Section using the EOC Resource Request Form.
- The Operations Section validates the request and forwards it to the Logistics Section.
- The Logistics Section receives the request through WebEOC or other means and the Ground Support Unit Leader is responsible for fulfilling the request.

If fuel contracts are not sufficient to fulfill a request for fuel in support of the emergency, the EOC Logistics Section has the option to work with the Business Operations Center (BOC) to procure using the Functional Needs Support Services (FNSS) Resource List, and other non-contract vendors for fuel and fuel-related requests through a bidding process detailed in the Logistics Annex.

### 3. Fuel Resource Fulfillment

- The Ground Support Unit Leader contacts GSD's Fuel Services Division to match the request (type, amount, transportation, closest source to delivery site, etc.).
- Transportation of the fuel is the responsibility of vendor. Travel routes are coordinated with the Transportation Branch. If drivers are needed for transport of fuel, this is coordinated with the Personnel Unit Leader.
  - If the Ground Support Unit Leader is unable to fulfill the request with City resources or the FNSS Resource List, the request will be pushed to the BOC to find an agent in the private sector.

### 4. Resource Tracking and Demobilization

- • The Ground Support Unit Leader documents and tracks fuel services that support transportation needs.
- • The Ground Support Unit Leader ensures all fuel supplies are demobilized and returned to their appropriate departments.
  - All documentation is provided to the Planning Section Documentation Unit Leader for after action reporting.

## D. Emergency Fuel Requests

- • Departments are directed to first contact GSD Fuel Services for fuel during an emergency.
  - If Fuel Services is unable to fulfill the request, departments or DOCs will use a standardized request form (See Attachment E-2: Sample EOC Resource Request Form) to request fuel resources from the EOC. The form requires information from the requestor such as exact specifications of the resource requested, delivery location and time of delivery. The request is received by the EOC Operations Section are processed and forwarded to the Logistics Section. Departments should specify the following information
    - Name of Department
    - Type of Fuel Requested
    - Delivery Location: Name and Address Amount of Fuel Needed (full load = 8000 gallons)
    - Special Needs or Distribution Apparatus
    - Specify Need for Fuel Operator
    - At the EOC level, if internal City resources are not available, the EOC Logistics Section and Administration and Finance Section will work to enact an emergency contract for emergency fuel purposes. To meet requests the following resources are available: Purchase or Rental from a Vendor
    - Mutual Aid
    - Assistance for Hire

- Business Operations Center
- FNSS Resource List maintained by the Emergency Management Department (EMD) (available in electronic and hard copy format in the EOC Logistics Section, EMD and GSD)
- Should these contracts not be able to meet the operational need, the City EOC will forward the request to the Operational Area and request additional resources through the SEMS process.
- When the EOC is not activated, any departmental fuel issues will be communicated to the **GSD Fuel Services** and **Environmental Compliance Division**. If this Division is not available, the Supply Services Division is available as an alternate contact. **GSD** will contact and work with staff and fuel contractors listed in Attachment E-3: GSD Fuel Emergency Contact List for Staff and Contractors for fuel emergencies.

#### **E. Emergency Fuel Distribution**

GSD will coordinate fuel resources during an emergency. GSD assists with coordinating suppliers, distribution priorities, vehicles and delivery routes. City Fuel sites will be accessible to City employees with fuel cards and transmitters located on the vehicles.

The City assigns fuel cards or vehicle transmitters for each City vehicle to obtain fuel. However, at the Los Angeles Police Department (LAPD), some fuel cards are assigned to individuals (primarily staff who use motorcycles), so the use of the card is not restricted to a particular vehicle.

#### **F. Fuel Transportation**

Vendors are responsible for transportation and delivery of fuel whether in response to a direct department fuel order or a City EOC directed request. However, vendors are required to contact GSD prior to embarking on delivery to confirm routes and facilitate site access. The City maintains fuel delivery vehicles which may be used to make fuel deliveries if necessary.

If an emergency is proclaimed or declared and/or the City EOC has been activated, GSD will also assist in planning priority routes, facilitating transportation access and escorts with Los Angeles Department of Transportation (LADOT) and LAPD.

#### **G. Alternative Fuels**

The GSD Alternative Fuel Infrastructure Unit (AFIU) develops and maintains LNG and CNG fueling facilities. The LNG fueling facilities have the ability to dispense CNG from LNG or Liquefied Compressed Natural Gas ("LCNG"). The Department of Public Works Bureau of Sanitation (Sanitation) and the Department of Public Works Bureau of Street Services (Street Services) use the majority of the City's alternative fuels.

LNG fuel will be available for request under the same request methods for all other City fuels.

#### **H. Emergency Fuel Network**

GSD has developed an Emergency Fuel site Network comprised of thirteen existing fuel sites located strategically throughout the City. The network will provide access to fueling



in the event of a disaster, emergency, or widespread power outage. Both unleaded and diesel fuels can be dispensed at most sites, with CNG and/or LNG available at selected sites. These sites have been retrofitted with backup generators and keypad gate access. The generators will be activated automatically in the event of a power failure. In the event of a disaster or emergency, the network will be “activated” by the EMD through the Emergency Operations Center (EOC). In the event of a disaster or emergency in which the EOC is activated, gate access codes will be disseminated by the EOC to personnel as authorized by the Incident Commander. New gate codes will be generated by GSD Special Services for each event, with codes de-activated following the event.

#### **I. Portable Generators**

Emergency portable generator needs are identified by City departments. The requesting department will follow standard procedures.

- During an electrical outage, the requesting department will contact GSD for emergency portable generators. GSD’s contact information is provided in Attachment E-4: Emergency Generator Deployment Policy and Procedure.
- During EOC activations, emergency requests for portable generators are submitted to the EOC Operations Section. The EOC Logistics Section will work to fulfill approved requests for deployment of generators.
- During an emergency, when the EOC is not activated, requests from City Departments for portable generators will be submitted to GSD according to GSD standard procedures detailed in Attachment E-4: Emergency Generator Deployment Policy and Procedure.
  - Maintenance and repair for emergency portable generators will be requested from GSD.

#### **J. Documentation and Time-Keeping**

During an emergency situation or incident, it is important to keep specific records related to staff assignments and costs, related to the response to and recovery from the emergency/incident. Each department has their own internal processes for ensuring proper documentation of actions, incident specific cost tracking, personnel time keeping, and record retention of these documents.

In accordance with standard cost accountability practices for unique events, man-made and/or natural disasters, all City Departments are required to document their financial costs of labor, materials and equipment in addressing the event.

Each City Department, proprietary and Council controlled, operates their respective accounting practices within the guidelines of the Mayor’s Executive Directives, the California Natural Disaster Assistance Act and the Federal Code of Regulations Title 44 of the Stafford Act to maximize potential reimbursement eligible costs and minimize ineligible costs.

### III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

#### A. City of Los Angeles

1. Emergency Management Department (**EMD**)
  - Operates the City EOC to coordinate resources and manage operations within the jurisdiction. This includes the request of alternate emergency fuel to GSD if current sources are scarce.
2. Fire Department, Los Angeles (**LAFD**)
  - Maintains LAFD Fire Station fuel sites.
3. General Services, Department of (**GSD**)
  - a) Fuel Services and Environmental Compliance Division
    - Works closely with the Fleet Services Division to provide fleet support. Environmental Compliance Unit
    - Functions as the Department's primary liaison in environmental matters to local, State and Federal regulatory agencies. Petroleum Products Unit
      - Awards Citywide contracts for fuel (e.g., low-sulfur diesel, unleaded gasoline, aviation fuel, CNG, LNG and propane) and other related petroleum products (e.g., oil and lubricants).
      - Manages the fuel ordering and payment processes for most City departments and for Fire and Police Air Support operations.
      - Administers the City's fuel credit card (Voyager) program.
    - Implements a fuel automation system to centrally track fuel levels, fuel site alarms and fuel consumption per vehicle. Alternative Fuel Infrastructure Unit (AFIU)
      - Oversees development and operation of LNG fueling facilities.
      - Upgrades and retrofits maintenance shops in compliance with regulations governing the repair of alternative fuel vehicles.
    - Tasked with providing the necessary infrastructure to support implementation of the South Coast Air Quality Management District's (SCAQMD's) fleet rules. The SCAQMD's fleet rules generally mandate the conversion of heavy-duty diesel vehicles to alternative fuels, such as CNG and LNG. Fuel Site Maintenance Unit (FMU)
      - Responsible for the maintenance of City fueling sites.
      - Responds to fuel site alarms (e.g., breach of the primary fuel containment system).
        - Makes urgent repairs to City fuel sites to keep them operational.
        - Coordinates mandated inspections of fuel dispensers and containment systems (e.g., Tank Integrity Testing, Fuel Product Line Testing, Vapor Recovery Testing, Line Leak Detector Testing,

Vapor Recovery Testing and Leak Monitor Certifications) in accordance with local and State environmental laws. For a list of available fuel sites and maps, see Attachment E-5: GSD Fuel Automation Sites.

4. Police Department, Los Angeles (**LAPD**)
  - Provide security support of fuel sites and vehicles transporting fuel.
5. Transportation, Los Angeles Department of (**LADOT**)
  - Franchises and regulates a system of private pipelines in City streets for the delivery of crude oil, gas, and steam that supply gasoline for motor vehicles and heat for buildings.
6. Water and Power, Los Angeles Department of (**LADWP**)
  - Maintains LADWP-specific fueling sites.
  - As the Director of the Utility Branch, LADWP representatives coordinate emergency services from municipally owned (LADWP) special districts (Metropolitan Water District of Southern California), and privately owned utilities (Southern California Gas Company) with the exception of privately owned communication systems.

## **B. County of Los Angeles**

Although the City of Los Angeles has no authority to assign responsibilities to County departments, many County departments are the primary agency responsible for providing certain services to the City of Los Angeles. Those County departments are listed in the following, along with the services they are responsible for providing during an emergency requiring logistical coordination of emergency fuel.

1. Operational Area, Los Angeles (**OA**)
  - The OA Coordinator is responsible for activating the OA and will coordinate inter-jurisdictional emergency operations, including requests for resources, in accordance with SEMS.
2. Sheriff's Department, Los Angeles County (**LASD**)
  - The Sheriff, as Director of County Emergency Operations
    - Coordinates the utilization of County, other local government, State and Federal resources within the OA.
    - Supports operations conducted by local governments within the County in accordance with SEMS and approved mutual aid and operations plans.

## **C. State of California**

Although the City of Los Angeles has no authority to assign responsibilities to State of California departments and agencies, many State departments have primary or support responsibility for providing certain services to the City of Los Angeles. Those

state departments are listed in the following, along with the services they are responsible for providing during an emergency requiring logistical coordination of emergency fuel.

1. California Governor's Office of Emergency Services (**Cal OES**)
  - Coordinate fuel resource with the Operational Area and State resources.
  - If necessary, Cal OES will elevate resource requests from the State to the Federal government.
2. Defense Support for Civil Authority (**DSCA**)
  - The governor of California can request the assistance of DSCA.  
(give a brief description of the resources available they can use to support an emergency event)

#### **D. Federal Government**

Although the City of Los Angeles has no authority to assign responsibilities to Federal departments, many federal departments have primary or support responsibility for providing certain services to the City of Los Angeles. Those federal departments are listed in the following, along with the services they are responsible for providing in the event of an emergency incident requiring logistical coordination of emergency fuel.

1. Federal Emergency Management Agency (**FEMA**)
  - Coordinate federal fuel resources with state government.
2. United States Army Corps of Engineers (**USACE**), Los Angeles District
  - Support the following logistics functions: energy (oil and electricity).
3. United States Marine Corps (**USMC**)
  - When requested by local authorities during crisis, Installations West-Marine Corps Base Camp Pendleton supports operations including Logistics (fuel).

#### **IV. DIRECTION, CONTROL, AND COORDINATION**

This Fuel Appendix can be activated when the Mayor proclaims a local emergency, or if there is an automatic activation. An automatic activation follows a disaster or event that the City has identified in advance as one that requires an immediate response. Disasters requiring automatic activation are those events that pose an immediate threat to public safety.

Some portions of this Appendix go into effect immediately following an incident requiring a need for emergency fuel. Other portions of this Appendix are only activated when the incident grows in scope to a point where activation of the EOC is warranted. Activation of the EOC is not necessarily automatic or necessary with all incidents.

In advance of, or simultaneous with, the City plan activation, City departments and agencies will also activate their departmental emergency plans.

## **V. ADMINISTRATION, FINANCE, AND LOGISTICS**

Each department is required to have documented internal administrative procedures in place to track financial costs related specifically to the response and/or recovery of an incident. These procedures must include tracking all expenditures specifically related to the incident, including personnel costs such as straight and overtime payroll costs related specifically to the incident. Departments are also required to document internal administrative procedures for requesting, fulfilling, and tracking internal, department to department (DOC-to-DOC), field to department (field-to-DOC) and department to EOC (DOC-to-EOC) resource requests. Each department is responsible for the tracking of their own resources, including the tracking of personnel.

If an incident meets designated thresholds for Proclamation or Declaration of a State and/or Federal Emergency or Disaster, the Department of the Chief Administrative Officer (**CAO**), acting as the City's Authorized Agent, will develop a method for collecting financial documentation from departments as needed for submission as part of the City's reimbursement application process.

Administrative, financial and logistical considerations pertinent to requests for fuel are as follows:

- Departments requesting fuel support from **LADWP** shall be held financially responsible for fuel delivered.
- FEMA will not reimburse LADWP for fuel-related claims.

## **VI. AGREEMENTS AND UNDERSTANDINGS**

Currently there are no Contracts, Memoranda of Agreements or Understandings for this Appendix.

## VII. AUTHORITIES AND REFERENCES

### A. Authorities

#### 1. Federal

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended.

<https://www.fema.gov/media-library-data/1519395888776-af5f95a1a9237302af7e3fd5b0d07d71/StaffordAct.pdf>

b) Homeland Security Presidential Directive-5 (HSPD-5).

<https://www.dhs.gov/sites/default/files/publications/Homeland%20Security%20Presidential%20Directive%205.pdf>

c) National Incident Management System. Department of Homeland Security.

December 2008. [http://www.fema.gov/pdf/emergency/nims/NIMS\\_core.pdf](http://www.fema.gov/pdf/emergency/nims/NIMS_core.pdf)

d) National Response Framework. Department of Homeland Security. January 2008.

<http://www.fema.gov/pdf/emergency/nrf/nrf-core.pdf>

e) Americans with Disabilities Act of 1990, as amended.

<http://www.ada.gov/pubs/ada.htm>

#### 2. State

a) California Constitution. <http://law.justia.com/california/constitution/>

b) California Emergency Services Act, 2006.

<http://www.caloes.ca.gov/LegalAffairsSite/Documents/Cal%20OES%20Yellow%20Book.pdf>

c) California Code of Regulations, Title 19, Chapters 1 through 6, including:

i. Chapter 1, Standardized Emergency Management System.

[http://www.caloes.ca.gov/PlanningPreparednessSite/Documents/SEMS\\_Regulations.pdf](http://www.caloes.ca.gov/PlanningPreparednessSite/Documents/SEMS_Regulations.pdf)

ii. Chapter 6, Disaster Assistance Act

<http://www.caloes.ca.gov/PlanningPreparednessSite/Documents/02%20California%20Code%20of%20Regulations%20900q.pdf>

d) California State Emergency Plan.

#### 3. County



- a) Operational Area Emergency Response Plan  
[http://www.caloes.ca.gov/PlanningPreparednessSite/Documents/00%20SEP%207-01-09%20covrev%20\(12\).pdf](http://www.caloes.ca.gov/PlanningPreparednessSite/Documents/00%20SEP%207-01-09%20covrev%20(12).pdf)
- 4. City
  - a) City Emergency Operations Plan

**B. References**

1. Los Angeles Department of Public Health, "Adult Disability in Los Angeles County." LA Health. Sept. 2006.  
<http://publichealth.lacounty.gov/wwwfiles/ph/hae/ha/disability02.pdf>
2. Kailes, J. and Enders, A. in "Moving Beyond 'Special Needs' A Function-Based Framework for Emergency Management Planning," Journal of Disability Policy Studies, Vol./No. 44/207, pp. 230-237.  
<http://www.jik.com/KailesEndersbeyond.pdf>

## ATTACHMENT E-1: ACRONYMS

Acronym	Full Name
ADA	Americans With Disabilities Act
AFIU	Department of General Services Alternative Fuel Infrastructure Unit
BOC	Business Operations Center
Cal OES	California Governor's Office of Emergency Services
CAO	Chief Administrative Officer
City	City of Los Angeles
CLNG	Compressed Liquefied Natural Gas
CNG	Compressed Natural Gas
CPG	Comprehensive Preparedness Guide
DOC	Department Operations Center
DSCA	Defense Support for Civil Authority
EMD	Emergency Management Department
EOB	City of Los Angeles Emergency Operations Board
EOC	Emergency Operations Center
EOO	Emergency Operations Organization
EOP	Emergency Operations Plan
FEMA	Federal Emergency Management Agency
FMU	Department of General Services Fuel Site Maintenance Unit
FNSS	Functional Needs Support Services
GSD	Department of General Services
ICP	Incident Command Post
ICS	Incident Command Structure
LADOT	Los Angeles Department of Transportation
LADWP	Los Angeles Department of Water and Power
LAFD	Los Angeles Fire Department
LAPD	Los Angeles Police Department
LASD	Los Angeles County Sheriff's Department
LNG	Liquefied Natural Gas
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NIMS	National Incident Management System
OA	Los Angeles Operational Area
Sanitation	Department of Public Works, Bureau of Sanitation
SCAQMD	South Coast Air Quality Management District

<b>Acronym</b>	<b>Full Name</b>
SEMS	Standardized Emergency Management System
SOP	Standard Operating Procedure
Street Services	Department of Public Works, Bureau of Street Services
USACE	United States Army Corps of Engineers
USMC	United States Marine Corps

# ATTACHMENT E-2: SAMPLE EOC RESOURCE REQUEST FORM

112233A

Order Request Number: \_\_\_\_\_  
To be issued manually by Logistics Section

## E.O.C. RESOURCE REQUEST FORM

USE BACK OF FORM FOR ADDITIONAL NOTES OR COMMENTS

Date: 01/01/2014	Time: 1300hrs	Route To: (Which Logistics Unit)	Request Priority: (use priority matrix to determine)
<b>RESOURCE DETAILS</b>			
Resource Requested: Disaster Service Workers			
Quantity: 40	<input checked="" type="checkbox"/> Individual Item Qty <input type="checkbox"/> Case Qty <input type="checkbox"/> Other (specify):		
What Will Resource Be Used For (Task Details) Shelter Registration			
Resource Comments: Individuals with strong interpersonal, organizational, and communication skills, attention to detail for 10 shelter locations (4 DSWs per site). Input other special considerations.			
Specify the Date & Time the Resource Will Be Required On Location In Order to Accomplish Task/Mission:		Date Required: 01/02/2014 - 01/09/2014	Time Required: 0900 hrs - 1700 hrs
<b>DELIVERY DETAILS</b>			
Deliver To: (Name) Shelter Managers	Title: Shelter Site Locations 1, 2, 3, etc.	Phone: 111-111-1111	Alternate Phone: 111-111-1111
Delivery Location: (Address) Addresses Attached.	Delivery Notes: DSWs must report to home department before reporting to DSW site location.		
<b>FIELD REQUESTOR INFORMATION &amp; DETAILS</b>			
Requested By: (Name)	Title: Incident Commander	Department/Agency: American Red Cross	
Date Requested to EOC: 01/01/2014	Time Requested to EOC: 1300 hrs	Phone # of Requestor: 111-111-1111	
<b>EOC REQUESTOR INFORMATION</b>			
Name:		EOC Position: Operations Section Coordinator	
<b>LOGISTICS SECTION INFORMATION &amp; DETAILS</b>			
Assigned To: (Name)	EOC Position: Personnel Unit Leader	Date Assigned:	Time Assigned:
Resource Request Approved By: (Name)	EOC Position:	Date Approved:	Time Approved:
<b>CLOSEOUT INFORMATION &amp; DETAILS</b>			
<input type="checkbox"/> Fulfilled as Requested <input type="checkbox"/> Fulfilled with Substitute (see comments) <input type="checkbox"/> Denied <input type="checkbox"/> Cancelled by Requestor <input type="checkbox"/> Redirected (see comments)			
Delivered To: (Name)	Title:	Date Delivered:	Time Delivered:
Closure Comments:			
<b>SOURCE &amp; COST INFORMATION</b>			
Resource Obtained Through: <input type="checkbox"/> GSD Stores <input type="checkbox"/> Other City Resources (see comments) <input type="checkbox"/> Purchased From Vendor <input type="checkbox"/> Rental From Vendor <input type="checkbox"/> Mutual Aid (first 24 hours) <input type="checkbox"/> Assistance For Hire <input checked="" type="checkbox"/> Other (see comments)			
Obtained From: (Name of Vendor, Agency or Other City) Personnel in coordination with citywide DPOs		Contact Person:	Contact Phone:
Total Cost Estimate:	Hourly Rate: (If Applicable)	P.O. #: (If Applicable)	Charge To (Department): (If Applicable)
Fund/Account Information:			
Source/Cost Comments: <b>For payroll, use Work Order : 11111; Task: 111; Subtask: 111</b>			

To Be Completed By EOC Resource Requestor

Completed By EOC Logistics Section

USE BACK OF FORM FOR ADDITIONAL NOTES OR COMMENTS

EOC Requestor: To complete all applicable information and forward to Logistics Section Coordinator/Deputy Coordinator (requestor to make a copy and keep for their records)  
 Logistics Section: Assign to the appropriate Unit within Logistics (indicate individual's name & EOC position on form). Determine if request requires additional approval to be submitted, if so, obtain appropriate level of approval (indicate approver's name & EOC position on form).  
 When Completed (fulfilled, denied, cancelled or redirected): Check appropriate closeout box and complete delivery information if applicable. Complete all applicable Source & Cost information fields. (Original completed document to be sent to Documentation Unit, copy to be kept by Logistics and a copy to be forwarded to Requestor).

## ATTACHMENT E3: GSD FUEL EMERGENCY CONTACT LIST FOR STAFF AND CONTRACTORS

Fuel Ordering		
Contact Name	Contact type	Contact
Carlos Benedicto	Office phone	(213) 978-3784
	Cell Phone	(213) 923-4622
	E-mail	carlos.benedicto@lacity.org
Jeffrey McKimson	Office phone	(213) 978-3790
	Cell Phone	(213) 216-9350
	E-mail	jeffrey.mckimson@lacity.org
Rene Villa-Agustin	Office phone	(213) 978-3795
	Cell Phone	(213) 272-8047
	E-mail	rene.villa-agustin@lacity.org

GSD Fuel Site Maintenance Staff			
Contact Name	Contact type	Contact	Notes
Main Line	Office Phone	(213) 978-3717	
Rene Villa-Agustin	Office phone	(213) 978-3795	Division Director
	Cell Phone	(213) 272-8047	
	E-mail	rene.villa-agustin@lacity.org	
Steve Hillman	Office phone	(213) 978-0079	Assistant Director
	Cell Phone	(310) 345-4836	
	E-mail	steve.hillman@lacity.org	
Mark Butler	Office phone	(213) 978-3793	
	Cell Phone	(213) 216-6349	
	E-mail	mark.butler@lacity.org	
Sean Sullivan	Office phone	(213) 978-3781	
	Cell Phone	(213) 272-8051	
	E-mail	sean.sullivan@lacity.org	
Joshua Muncie	Office phone	(213) 978-3799	
	Cell Phone	(213) 923-4730	
	E-mail	joshua.muncie@lacity.org	
Brian Flores	Office phone	(213) 978-3787	
	Cell Phone	(213) 944-6779	
	E-mail	crian.flores@lacity.org	

## GSD FUEL EMERGENCY CONTACT LIST FOR STAFF AND CONTRACTORS

Fuel Type	Vendor	Contract	Contact Name	Contact type	Contact
RLNG	Applied LNG	180000000234	Celina Garcia	Office phone	(909) 346-2311
				Cell Phone	(909) 215-2927
				E-mail	cgarcia@appliedlng.com
RLNG	Applied LNG	180000000234	Martin Teague	Office phone	(909) 350-8935
				Cell Phone	(951) 472-9993
				E-mail	mteague@appliedlng.com

Fuel Type	Vendor	Contract	Contact Name	Contact type	Contact
Propane	Delta Liquid Energy San Luis Butane	59423	Marty Huerta	Office phone	(818) 838-4400
				Cell Phone	(818) 966-5459
				E-mail	martyh@deltaliquidenergy.com

Fuel Type	Vendor	Contract	Contact Name	Contact type	Contact
Jet A	Merrimac Energy Group	58952	Mary Hazelrigg	Office phone	(562) 427-6565
				Cell Phone	(310) 714-3636
				E-mail	mhazelrigg@merrimacenergy.net
Jet A	Merrimac Energy Group	58952	Bruce Mainor	Office phone	(562) 427-6565
				Cell Phone	(310) 940-7543
				E-mail	bmainor@merrimacenergy.net

Fuel Type	Vendor	Contract	Contact Name	Contact type	Contact
Unleaded	Falcon Fuels, Inc.	59771	Carolina Chavez	Office phone	(562) 272-4226 x12
				Cell Phone	(562) 665-7189
				E-mail	marketing@falconfuelsinc.com
Unleaded	Falcon Fuels, Inc.	59771	Patricia Chavez	Office phone	(562) 272-4226 x21
				Cell Phone	(562) 665-7186
				E-mail	dispatch@falconfuelsinc.com
Unleaded	Falcon Fuels, Inc.	59771	Luke Phair	Office phone	(562) 272-4226 x1
				Cell Phone	(310) 490-6780
				E-mail	lphair@falconfuelsinc.com

Fuel Type	Vendor	Contract	Contact Name	Contact type	Contact
Diesel	Falcon Fuels, Inc.	59776	Carolina Chavez	Office phone	(562) 272-4226 x12
				Cell Phone	(562) 665-7189
				E-mail	marketing@falconfuelsinc.com
Diesel	Falcon Fuels, Inc.	59776	Patricia Chavez	Office phone	(562) 272-4226 x21
				Cell Phone	(562) 665-7186
				E-mail	dispatch@falconfuelsinc.com
Diesel	Falcon Fuels, Inc.	59776	Luke Phair	Office phone	(562) 272-4226 x1
				Cell Phone	(310) 490-6780
				E-mail	lphair@falconfuelsinc.com

**Conventional Fuel Site Maintenance Contractor (Diesel & Unleaded)  
Fleming Environmental**

Contact Name	Contact type	Contact	Notes
Main Line	Office Phone	(714) 871-2800	
Randy Littlefield	Cell Phone	(714) 448-0759	1st 24hr Emergency Contact
	E-mail	rlittlefield@flemingenvironmental.com	
Sam Gaines	Cell Phone	(714) 448-2403	2nd 24hr Emergency Contact
	E-mail	sgaines@flemingenvironmental.com	
Mike Fleming	Cell Phone	(714) 448-1844	3rd 24hr Emergency Contact
	E-mail	mikefleming@flemingenvironmental.com	
Ron Ferris	Cell Phone	(714) 448-0384	
	E-mail	rferris@flemingenvironmental.com	
Terry Fleming	Cell Phone	(714) 448-0590	
	E-mail	tfleming@flemingenvironmental.com	
Patty Fleming	Cell Phone	(714) 981-3935	
	E-mail	pfleming@flemingenvironmental.com	

**Alternative Fuel Site Maintenance Contractor (CNG & LNG)  
Chart International**

Contact Name	Contact type	Contact	Notes
Main Line	Office Phone	(800) 925-9187	24hr Line
Artie Vartani	Cell Phone	(818) 561-0671	1st 24hr Emergency Contact
	E-mail	artie.vartani@chartindustries.com	
James Crane	Cell Phone	(714) 476-9810	2nd 24hr Emergency Contact
	E-mail	james.crane@chartindustries.com	
Allen Beberoglu	Cell Phone	(818) 309-9895	3rd 24hr Emergency Contact
	E-mail	allen.berberoglu@chartindustries.com	
Toedik Mirzakhan	Cell Phone	(714) 478-2698	4th 24hr Emergency Contact
	E-mail	toedik.mirzakhan@chartindustries.com	
Eric VanRooy	Cell Phone	(562) 215-8962	
	E-mail	eric.vanrooy@chartindustries.com	
Tom Drube	Cell Phone	(612) 845-8298	
	E-mail	tom.drube@chartindustries.com	







# **ATTACHMENT E-4: EMERGENCY GENERATOR DEPLOYMENT POLICY AND PROCEDURE**

**CITY OF LOS ANGELES  
DEPARTMENT OF GENERAL SERVICES  
CONSTRUCTION FORCES DIVISION**

**DATE:** July 19, 2013  
**TO:** All City Departments  
**FROM:** Tony M. Royster, General Manager  
Department of General Services  
**SUBJECT:** EMERGENCY GENERATOR  
DEPLOYMENT POLICY AND PROCEDURE

When the Emergency Operations Center is activated it will control the deployment of all emergency generators.

G.S.D. Maintenance is the department of first response in the case of an electrical outage. Maintenance should be called before an emergency generator is requested. The telephone numbers are

Civic Center (213) 978-3150  
North District (818) 779-7400  
South District (213) 485-5848 or 485-5871

The following policy and procedure shall apply to all City Departments requesting a generator, in the case of an emergency, when the Emergency Operations Center is not activated.

1. During normal business hours, 5:30 AM to 4:00 PM, Monday through Thursday, City Departments shall contact G.S.D. Construction Forces Division Headquarters, Room 610 City Hall South, phone 213 978-2600 fax 213 978-2799, to request a portable generator. Staff will take down the relevant information and notify a Construction Forces Superintendent.
2. During off-hours call the Building Operating Engineers located in room P-106 City Hall East, at 213-978-3246. The engineer on duty will contact a Construction Forces Superintendent.
3. The Superintendent shall immediately dispatch an electrician to the site to evaluate the situation and the Superintendent shall mobilize a crew to transport a generator to the site. The electrician at the site, after the evaluation, may cancel the generator if it is not needed.
4. The City Department's verbal request must be followed by a written request, faxed or e-mailed, to the General Manager of the Department of General Services, fax: 213-928-9515 or the Construction Forces office, fax: 213-978-2799, within 24 hours.

Note: Non-emergency requests for generators shall be directed to GSD's Special Events Unit, located in Room 709, City Hall South, at 213-928-9589.

**Relevant Information:**

Facility Name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

Building # (if known): \_\_\_\_\_

Requester's Name: \_\_\_\_\_

Requester's Phone #: \_\_\_\_\_

On Site Contact: \_\_\_\_\_

On Site Contact's Phone #: \_\_\_\_\_

Voltage Needed (if known): \_\_\_\_\_

Amperage (if known): \_\_\_\_\_

Duration (if known): \_\_\_\_\_

**DEPARTMENT OF GENERAL SERVICES  
CONSTRUCTION FORCES DIVISION  
EMERGENCY TELEPHONE CONTACT LIST**

NAME	TITLE	PAGER/CELL	WORK NUMBER
Nicholas Pendorf	Gen. Superintendent II	(213)216-3477	(213) 978-2600
Thomas Bylard	Gen. Superintendent I	(213) 216-3479	(213) 473- 2789
Gregory Torres	Superintendent	(213) 216-3483	(213)473-7699
Richard Telles	Superintendent	(213) 216-4733	(213) 473-7961
Benton Lahodny	C & M	(213) 216-3478	(213) 473-7960
Maurice Hyett	C & M	(213) 216-3481	(213)473-8569
Peter Inouye	C & M	(213) 216-9968	(213) 473-8568
Jeff Rosas	Elect. Supvr.	(213) 216-5981	(213) 473-7818
David Ostrander	Elect. Supvr.	(213) 216-3318	(213) 473-7963
Graham Harrison	Sr. Electrician	(213) 923-3102	(213) 473-7817
Kevin Busch	Sr. Electrician	(213) 923-3161	

**TRACTOR TRAILER OPERATORS**

NAME	TITLE	PAGER/CELL	WORK NUMBER
Berry Saizon	C & M	(213) 216-4948	(213) 473-7999
Arturo Alonzo	Operator	(818) 266-6344	(213)473-7999

**MECHANICS**

NAME	TITLE	PAGER/CELL	WORK NUMBER
Richard Simas	SR Heavy Duty Eq. Mech		(213) 485-4964
* Julian Reyes	SR Heavy Duty Eq. Mech	(213) 216-6309	(213) 485-4964
24hr Emergency Road Service 7th St.			(213) 761-9148

\* The Fleet Services Mechanics can be contacted during business hours by calling the 7th St. Maintenance Yard at (213) 485-4964. Richard Simas is the Supervisor on days between the hours of 6:00 AM and 3:30 PM. There no longer a Night Shift at 7<sup>th</sup> St. If it is necessary to contact a Mechanic after 3 :30 PM, call the 311 directory and follow prompts to put you in touch with after-hours mechanic. City of Los Angeles Operator at (213)473-3231 should also have a roster of on-call staff

## **ATTACHMENT E-5: GSD FUEL AUTOMATION SITES**

The list of sites embedded in the map is provided in the following pages.

**City of Los Angeles Fuel Sites**

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
1	F-001	LAFD	FIRE STATION #001	2230 PASADENA AVE	LOS ANGELES	90031 DS		635A1
1	F-003	LAFD	FIRE STATION #003	108 N. FREMONT ST	LOS ANGELES	90012 DS, UL		634F4
1	F-010	LAFD	FIRE STATION #010	1335 S. OLIVE ST	LOS ANGELES	90015 DS		634E5
1	F-020	LAFD	FIRE STATION #020	2144 SUNSET BLVD	LOS ANGELES	90026 DS		634C1
1	F-047	LAFD	FIRE STATION #047	4575 S. HUNTINGTON DR.	LOS ANGELES	90032 DS, UL		595E6
1	F-401	LAFD	FIRE DEPT. SUPPLY & MAINTENANCE	140 N. AVE. 19	LOS ANGELES	90031 DS, UL		634J1
1	G-001	GSD	2222 & 2300 E. 7TH STREET	2222 E. 7TH ST	LOS ANGELES	90023 UL		634H6
1	G-003	PW	STREET SERVICES - CENTRAL YARD	1274 W. 2ND ST	LOS ANGELES	90026 DS, UL		634E3
1	G-018*	PW	SANITATION - N. CENTRAL DISTRICT	452 SAN FERNANDO RD	LOS ANGELES	90065 DS, UL, CNG, RLNG		594I6
1	G-064*	PW	SANITATION - SOUTH CENTRAL DIST.	786 S. MISSION RD	LOS ANGELES	90023 DS, UL, CNG, RLNG		634H6
1	G-065*	GSD	CITY HALL EAST	200 N. MAIN ST	LOS ANGELES	90012 UL		634F4
1	G-070	PW	SANITATION - SEWER MAINTENANCE N. YARD	2335 DORRIS PLACE	LOS ANGELES	90031 DS, UL		594H5
1	G-090	RAP	EAST AREA SERVICE YARD	835 ACADEMY RD	LOS ANGELES	90012 DS, UL		594F7
1	P-004A	LAPD	MOTOR TRANSPORT DIVISION	260 S. MAIN ST	LOS ANGELES	90012 UL		634F4
1	P-008A	LAPD	HOLLENBECK POLICE	2111 E. 1ST ST	LOS ANGELES	90033 UL		635A5
1	P-014A	LAPD	RAMPART POLICE	1401 W. 6TH ST.	LOS ANGELES	90017 UL		594D3
1	P-022	LAPD	CENTRAL FACILITIES	519 S. WALL ST	LOS ANGELES	90014 DS, UL		634F5

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
2	F-013	LAFD	FIRE STATION #013	2401 WEST PICO BLVD	LOS ANGELES	90006 DS		634A4
2	F-015	LAFD	FIRE STATION #015	3000 S. HOOVER ST	LOS ANGELES	90007 DS		634B7
2	F-026	LAFD	FIRE STATION #026	2009 S. WESTERN AVE	LOS ANGELES	90018 DS, UL		633I5
2	F-029	LAFD	FIRE STATION #029	4029 W. WILSHIRE BLVD	LOS ANGELES	90010 DS		633G2
2	F-058	LAFD	FIRE STATION #058	1556 S. ROBERTSON BLVD	LOS ANGELES	90035 DS		632J4
2	F-061	LAFD	FIRE STATION #061	5821 W. 3RD ST	HANCOCK PARK	90036 DS, UL		633C2
2	F-068	LAFD	FIRE STATION #068	5023 W. WASHINGTON BLVD	LOS ANGELES	90019 DS		633G5
2	F-094	LAFD	FIRE STATION #094	4470 COLISEUM ST	LOS ANGELES	90016 DS		637D2
2	G-014	PW	STREET SERVICES - WILSHIRE YARD	1274 S. COCHRAN AVE	LOS ANGELES	90019 DS, UL		633C4
2	G-051*	DOT	WESTERN DISTRICT SIGNAL	2801 EXPOSITION BLVD	LOS ANGELES	90018 DS, UL		673F1
2	G-082	RAP	RANCHO PARK GOLF COURSE	2459 MOTOR AVE	LOS ANGELES	90064 DS, UL		632F4
2	P-021	LAPD	WILSHIRE POLICE	4861 VENICE BLVD	W. LOS ANGELES	90034 UL		633D4
2	P-027	LAPD	OLYMPIC STATION	1130 S. VERMONT AVE	LOS ANGELES	90006 UL		594A4

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
3	F-035	LAFD	FIRE STATION #035	1601 N. HILLHURST AVE	SILVERLAKE	90027 DS		594B4
3	F-042	LAFD	FIRE STATION #042	2021 COLORADO BLVD	LOS ANGELES	90041 DS		565A6
3	F-044	LAFD	FIRE STATION #044	1410 W. CYPRESS AVE	LOS ANGELES	90065 DS		594H4
3	F-056	LAFD	FIRE STATION #056	2759 ROWENA AVE	LOS ANGELES	90039 DS		594D3
3	F-076	LAFD	FIRE STATION #076	3111 N. CAHUENGA BLVD	UNIVERSAL CITY	90068 DS		593C1
3	G-013	PW	STREET SERVICES - EAGLE ROCK YARD	2231 FAIR PARK AVE	LOS ANGELES	90041 DS, UL		564I6
3	G-080*	RAP	CENTRAL SERVICE YARD	3900 CHEVY CHASE DR	LOS ANGELES	90039 DS, UL		564C6
3	G-086	RAP	GRIFFITH PARK	4730 CRYSTAL SPRINGS DR	LOS ANGELES	90027 DS, UL		564A4
3	G-104	ZOO	LA ZOO	5333 ZOO DR	LOS ANGELES	90027 DS, UL		564B5
3	G-124	RAP	PARK CENTER MAINTENANCE YARD	5201 ZOO DR	LOS ANGELES	90027 DS, UL		563H4
3	P-013	LAPD	NORTHEAST POLICE	3353 N. SAN FERNANDO RD	GLASSSELL PARK	90065 UL		594F2

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
4	F-021	LAFD	FIRE STATION #021	1192 E. 51ST ST	LOS ANGELES	90011 DS		637E4
4	F-064	LAFD	FIRE STATION #064	10811 S. MAIN STREET	LOS ANGELES	90061 DS		704C6
4	F-065	LAFD	FIRE STATION #065	1801 E. CENTURY BLVD	LOS ANGELES	90002 DS		704G4
4	F-066	LAFD	FIRE STATION #066	1909 W. SLAGSON BLVD	LOS ANGELES	90047 DS, UL		673F6
4	F-079	LAFD	FIRE STATION #079	18030 S. VERMONT AVE	GARDENA	90247 DS		764A1
4	G-005	PW	STREET SERVICES - SOUTHWEST YARD	5860 WILTON PL	LOS ANGELES	90047 DS, UL, CNG		673G6
4	G-020	PW	STREET SERVICES - SOUTHEAST YARD	4206 S. MAIN ST	LOS ANGELES	90037 DS, UL		674D3
4	G-023	PW	STREET SERVICES - ASPHALT PLANT #1	2484 E. OLYMPIC BLVD	LOS ANGELES	90021 DS, UL		634I7
4	G-130*	DOT	SOUTHERN AREA PARKING ENFORCEMENT	7510 S. FIGUEROA ST	LOS ANGELES	90003 DS, UL		704B1
4	G-133	PW	SANITATION - RECYCLING TRANSFER STATION	2201 E. WASHINGTON BLVD	LOS ANGELES	90021 DS		674H1
4	P-010	LAPD	SOUTHEAST POLICE	145 W. 108TH ST	LOS ANGELES	90061 UL		704D6
4	P-011	LAPD	NEWTON POLICE	3400 S. CENTRAL AVE	LOS ANGELES	90011 UL		634F5
4	P-015	LAPD	77TH ST POLICE	7600 S. BROADWAY ST	LOS ANGELES	90003 DS, UL		704B1
4	P-016	LAPD	SOUTHWEST POLICE	1546 W. MLK JR BLVD	LOS ANGELES	90062 UL		673J2

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
5	F-005	LAFD	FIRE STATION #005	8900 EMERSON AVE	LOS ANGELES	90045 DS		702F2
5	F-037	LAFD	FIRE STATION #037	1090 VETERAN AVE	LOS ANGELES	90024 DS		631I3
5	F-043	LAFD	FIRE STATION #043	3690 MOTOR AVE	LOS ANGELES	90034 DS		672F1
5	F-063	LAFD	FIRE STATION #063	1930 SHELL AVE	VENICE	90291 DS, UL		671H6
5	F-067	LAFD	FIRE STATION #067	5451 PLAYA VISTA DRIVE	PLAYA VISTA	90094 DS		702D1
5	F-069	LAFD	FIRE STATION #069	15045 SUNSET BLVD	PACIFIC PALISADES	90272 DS, UL		631B5
5	G-002	PW	STREET SERVICES - PALISADES YARD	1479 STONER AVE	W. LOS ANGELES	90025 DS		631J6
5	G-015	PW	STREET SERVICES - VENICE DISTRICT	2000 ABBOTT KINNEY	VENICE	90291 DS, UL, CNG		671H6
5	G-029	PW	STREET SERVICES - BELAIR YARD	11165 MISSOURI AVE	W. LOS ANGELES	90025 DS, UL, CNG		632B6
5	G-030	PW	STREET SERVICES - WESTCHESTER YARD	5323 W. 111TH ST	LOS ANGELES	90045 DS, UL		703A6
5	G-033*	PW	SANITATION - WESTERN DISTRICT	2027 STONER AVE	W. LOS ANGELES	90025 DS, UL, CNG		632A7
5	G-050	DOT	WESTERN AREA PARKING ENFORCEMENT	11214 EXPOSITION BLVD	LOS ANGELES	90064 UL		632C6
5	G-077	PW	SANITATION - HYPERION TREATMENT PLANT	12000 VISTA DEL MAR	PLAYA DEL REY	90291 DS, UL		732D1
5	G-103	RAP	PENMAR GOLF COURSE	1233 ROSE AVE	VENICE	90291 DS, UL		671I3
5	P-018	LAPD	PACIFIC POLICE	12312 CUIVER BLVD	VENICE	90066 UL		672E6
5	P-019	LAPD	WEST LA POLICE	1658 BUTLER AVE	LOS ANGELES	90025 UL		631J6

**City of Los Angeles Fuel Sites**

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
6	F-006*	LAFD	FIRE STATION #006	326 N. VIRGIL AVE	SILVERLAKE	90004	DS, UL	594A7
6	F-027	LAFD	FIRE STATION #027	1327 N. COLE ST	LOS ANGELES	90028	DS	593F5
6	F-041	LAFD	FIRE STATION #041	1439 N. GARDNER ST	LOS ANGELES	90046	DS	634D5
6	F-052	LAFD	FIRE STATION #052	4957 MELROSE AVE	LOS ANGELES	90029	DS	593J7
6	F-082	LAFD	FIRE STATION #082	5769 HOLLYWOOD BLVD	HOLLYWOOD	90028	DS	593G4
6	F-097	LAFD	FIRE STATION #097	8021 MULHOLLAND DR	LOS ANGELES	90046	DS	593A1
6	F-099	LAFD	FIRE STATION #099	14145 MULHOLLAND DR	BEVERLY HILLS	90210	DS	562B7
6	F-108	LAFD	FIRE STATION #108	12520 MULHOLLAND DR	BEVERLY HILLS	90210	DS, UL	562F7
6	F-109	LAFD	FIRE STATION #109	16500 MULHOLLAND DR	LOS ANGELES	90049	DS, UL	561D7
6	G-004	PW	STREET SERVICES - HOLLYWOOD YARD	6640 W. ROMAINE ST	LOS ANGELES	90038	DS, UL, CNG	593F5
6	P-009	LAPD	HOLLYWOOD POLICE	1414 N. HUDSON AVE	HOLLYWOOD	90028	UL	593E4

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
7	F-048	LAFD	FIRE STATION #048	1601 S. GRAND AVE	SAN PEDRO	90731	DS, UL	82486
7	F-049	LAFD	FIRE STATION #049	400 YACHT ST, BERTH 194	WILMINGTON	90744	DS	794E7
7	F-085	LAFD	FIRE STATION #085	1331 W. 253RD ST	HARBOR CITY	90710	DS, UL	793J4
7	F-101	LAFD	FIRE STATION #101	1414 W. 25TH ST	SAN PEDRO	90732	DS	823J7
7	F-112	LAFD	FIRE STATION #112	444 S. HARBOR BLVD, BERTH 86	SAN PEDRO	90731	DS	824D5
7	G-008	PW	STREET SERVICES - HARBOR YARD	1400 N. GAFFEY ST	SAN PEDRO	90731	DS, UL	82483
7	G-031	PW	SANITATION - HARBOR DISTRICT	1400 N. GAFFEY ST	SAN PEDRO	90731	DS	82483
7	G-094*	RAP	PACIFIC REGION OFFICE	1670 PALOS VERDES DR, N	HARBOR CITY	90710	DS, UL	793J6
7	G-097	RAP	HARBOR GOLF	1701 WEST "L" ST	WILMINGTON	90744	DS, UL	794C5
7	P-007A	LAPD	HARBOR POLICE	2175 JOHN S GIBSON BLVD	SAN PEDRO	90731	UL	824C1

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
8	F-024	LAFD	FIRE STATION #024	9411 WENTWORTH ST	SUNLAND	91040	DS	503D2
8	F-060	LAFD	FIRE STATION #060	5320 TUJUNGA AVE	N. HOLLYWOOD	91601	DS	562H3
8	F-074	LAFD	FIRE STATION #074	7777 FOOTHILL BLVD	TUJUNGA	91042	DS, UL	503H4
8	F-077	LAFD	FIRE STATION #077	9224 SUNLAND BLVD	SUNLAND	91352	DS	503A6
8	F-086	LAFD	FIRE STATION #086	4305 VINELAND AVE	N. HOLLYWOOD	91602	DS	563A4
8	F-089	LAFD	FIRE STATION #089	7063 LAUREL CANYON BLVD	N. HOLLYWOOD	91605	DS	532G5
8	F-091	LAFD	FIRE STATION #091	14430 POLK ST	SYLMAR	91342	DS, UL	481J4
8	G-016	PW	STREET SERVICES - N. HOLLYWOOD YARD	10811 CHANDLER BLVD	N. HOLLYWOOD	91601	DS, UL, CNG	563A2
8	G-017	PW	STREET SERVICES - ASPHALT PLANT #2	12251 SHERMAN WAY	N. HOLLYWOOD	91605	DS, UL	532G4
8	G-022	PW	STREET SERVICES - NORTHEAST YARD	9401 WENTWORTH ST	SUNLAND	91040	DS, UL	503D2
8	G-035*	PW	SANITATION - EAST VALLEY	11050 PENDLETON	SUN VALLEY	91352	DS, UL, CNG, RING	503A6
8	G-106	RAP	HANSON DAM GOLF COURSE	10400 GLENOAKS BLVD	PACOIMA	91331	DS, UL	502G4
8	G-131	PW	SANITATION - LOPEZ CANYON	11950 LOPEZ CANYON RD	LAKEVIEW TERRACE	91342	DS, UL	500J5
8	P-006	LAPD	FOOTHILL POLICE	12760 OSBORNE ST	PACOIMA	91331	UL	502E4
8	P-012	LAPD	N. HOLLYWOOD POLICE	11640 BURBANK BLVD	N. HOLLYWOOD	91601	UL	562H1
8	P-023	LAPD	N. VALLEY POLICE TRAINING FACILITY	12001 BLUCHER ST	GRANADA HILLS	91344	UL	481G7

AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
9	F-007	LAFD	FIRE STATION #007	14630 PULMAMER ST	PANORAMA CITY	91402	DS	501J6
9	F-039	LAFD	FIRE STATION #039	14415 SYLVAN ST	VAN NUYS	91401	DS	531J7
9	F-081	LAFD	FIRE STATION #081	14355 W. ARMINTA AVE	VAN NUYS	91406	DS, UL	531C3
9	F-083	LAFD	FIRE STATION #083	4960 BALBOA BLVD	ENCINO	91316	DS	561D3
9	F-088*	LAFD	FIRE STATION #088	5101 N. SEPULVEDA BLVD	SHERMAN OAKS	91403	DS, UL	561H3
9	F-090	LAFD	FIRE STATION #090	7921 WOODLEY AVE	VAN NUYS	91406	DS, UL	531E3
9	F-100	LAFD	FIRE STATION #100	6751 LOUISE AVE	VAN NUYS	91406	DS	531C6
9	F-102	LAFD	FIRE STATION #102	13200 BURBANK BLVD	VAN NUYS	91401	DS	562D1
9	G-010	PW	STREET SERVICES - VAN NUYS YARD	15145 OXNARD ST	VAN NUYS	91411	DS, UL, CNG, LPG	561H1
9	G-054	GSD	VALLEY CENTER SHOP	14832 1/2 RAYMER ST	VAN NUYS	91405	UL	531H3
9	G-083	RAP	SEPULVEDA GOLF	16821 BURBANK BLVD	ENCINO	91316	DS, UL	561E2
9	G-095*	RAP	VALLEY REGIONAL DISTRICT YARD	6335 WOODLEY AVE	VAN NUYS	91406	DS, UL	531F7
9	P-017	LAPD	VAN NUYS POLICE	6171 TYRONE AVE	VAN NUYS	91401	UL	532B7
9	P-025	LAPD	MISSION STATION	11121 SEPULVEDA BLVD	MISSION HILLS	91345	UL	501G2
9	P-026	LAPD	TOPANGA STATION	21501 SCHOEBORN ST	CANOGA PARK	91304	UL	530A2

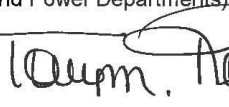
AREA	SITE	DEPT.	LOCATION	ADDRESS	CITY	ZIP	FUEL TYPE	THOMAS GUIDE
10	F-008	LAFD	FIRE STATION #008	11351 TAMPA AVE	NORTHRIDGE	91324	DS	500F1
10	F-018	LAFD	FIRE STATION #018	12050 BALBOA BLVD	GRANADA HILLS	91344	DS	481D1
10	F-028	LAFD	FIRE STATION #028	11641 CORBIN AVE	NORTHRIDGE	91326	DS, UL	500E1
10	F-073	LAFD	FIRE STATION #073	7419 RESEDA BLVD	RESEDA	91335	DS	530J4
10	F-087	LAFD	FIRE STATION #087	10124 BALBOA BLVD	NORTHRIDGE	91324	DS	501D4
10	F-096	LAFD	FIRE STATION #096	21800 MARILLA ST	CHATSWORTH	91311	DS	500A5
10	F-103	LAFD	FIRE STATION #103	18143 PARTHENIA ST	NORTHRIDGE	91325	DS	530J1
10	F-105	LAFD	FIRE STATION #105	6345 FALLBROOK AVE	WOODLAND HILLS	91364	DS	529H7
10	G-009	PW	STREET SERVICES - RESEDA YARD	6015 BAIRD AVE	TARZANA	91356	DS, UL	560J1
10	G-011	PW	STREET SERVICES - GRANADA HILLS YARD	10210 ETIWANDA AVE	NORTHRIDGE	91324	DS, UL	500J4
10	G-012	PW	STREET SERVICES - CANOGA PARK	7453 CANOGA AVE	CANOGA PARK	91303	DS, UL	560A3
10	G-039*	PW	SANITATION - WEST VALLEY	8840 VANALDEN AVE	NORTHRIDGE	91324	DS, UL, CNG, RING	530G1
10	G-188	PW	TOPANGA STREET MAINTENANCE YARD	9324 TOPANGA CANYON BLVD	CHATSWORTH	91311	CNG	500A6
10	P-005	LAPD	DEVONSHIRE POLICE	10250 ETIWANDA AVE	NORTHRIDGE	91325	UL	500J4
10	P-020	LAPD	WEST VALLEY POLICE	19020 VANOWEN ST	RESEDA	91335	UL	530H6

\* Emergency Fuel Network

CITY OF LOS ANGELES  
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: September 8, 2014

TO: Heads of All City Departments  
(excluding Airports, Harbor and Water and Power Departments)

FROM: Tony M. Royster, General Manager  
Department of General Services 

SUBJECT: CITYWIDE EMERGENCY FUEL SITE NETWORK

In recent years several natural disasters have occurred in various parts of our country, resulting in widespread damage and severe disruption to basic activities, services, and functions. During some of these disasters the lack of access to available fuel supplies severely hampered efforts to respond to, and recover from, the event. Having recognized this vulnerability, the Department of General Services, with the assistance of the Information Technology Agency and in coordination with the Emergency Management Department, recently completed work to establish a Citywide Emergency Fuel Site Network.

The network, comprised of thirteen existing fuel sites located strategically throughout the City, will provide access to fueling in the event of a disaster, emergency, or widespread power outage. Both unleaded and diesel can be dispensed at most sites, with CNG and/or LNG available at selected sites. A listing and map of the sites is attached.

The sites comprising the network have been retrofitted with backup generators and keypad gate access. The generators will be activated automatically in the event of a power failure. In the event of a disaster or emergency in which the Emergency Operation Center (EOC) is activated, gate access codes will be disseminated by the EOC. In the event of a disaster or emergency in a non-EOC activation, the network can be activated by the Emergency Management Department Watch team. New gate codes will be generated for each event, with codes deactivated following the event.














Please distribute this information to appropriate key personnel within your department. It is important that we all remain prepared to respond to, and recover from, a disaster or emergency. If you have questions regarding fuel, please contact Rene Villa-Agustin, Director of Fuel Services and Environmental Compliance Division, at (213) 978-3795 or via e-mail at [rene.villa-agustin@lacity.org](mailto:rene.villa-agustin@lacity.org). If you have questions regarding emergency site access, please contact Eric Robles, Director of Special Services Division, at (213) 928-9572 or via e-mail at [eric.robles@lacity.org](mailto:eric.robles@lacity.org).

## Attachment

c: Rob Freeman  
Greg Steinmehl  
Angela D. Sherick-Bright  
Rene G. Villa-Agustin  
Steven Hillman  
Valerie V. Melloff  
Eric E. Robles  
Deborah J. Ramos  
Michael M. Sakamoto  
David A. Paschal  
Nick Pendorf



### EMERGENCY FUELING FACILITIES

	GSD - City Hall East 200 N. Main Street, LA 90012 UNLEADED
	BOS - South Los Angeles Yard 786 South Mission, LA, 90023 UNLEADED - DIESEL - CNG - LNG
	BOS - North Central Yard 452 San Fernando Road, LA 90065 UNLEADED - DIESEL - CNG - LNG
	BOS - East Valley Yard 11050 Pendleton Street, Sun Valley, 91352 UNLEADED - DIESEL - CNG - LNG
	BOS - West Valley Yard 8820 Vanalden Street, Northridge, 91324 UNLEADED - DIESEL - CNG - LNG
	BOS - West Los Angeles Yard 2027 Stoner Avenue, LA 90025 UNLEADED - DIESEL - CNG
	DOT - Western Yard 2801 Exposition Boulevard, LA 90018 UNLEADED - DIESEL
	DOT - Southern Area Parking Enforcement 7510 Figueroa Street, LA 90003 UNLEADED - DIESEL
	REC. & PARKS - Pacific Region Yard 1670 North Palos Verdes Drive, Harbor City, 90710 UNLEADED - DIESEL
	REC. & PARKS - Valley Region Yard 6335 Woodley Avenue, Van Nuys 91406 UNLEADED - DIESEL
	REC. & PARKS - Central Service Yard 3900 Chevy Chase Drive, LA 90039 UNLEADED - DIESEL
	FIRE DEPARTMENT - Fire Station 6 326 North Virgil Avenue, Silverlake 90004 UNLEADED - DIESEL
	FIRE DEPARTMENT - Fire Station 88 5101 North Sepulveda Boulevard, Sherman Oaks 91403 UNLEADED - DIESEL



## **EMERGENCY FUEL SITES**

### **Standard Operating Procedures**

The Department of General Services (GSD) Fuel Services Division has designated thirteen (13) emergency fuel sites (listed below) for use by City Departments to refuel city vehicles during emergencies 24/7.

#### **Emergency Operations Center (EOC) Activations:**

A single 4-digit gate keypad access code has been established by GSD's Identification Badging Section for vehicle entry into each emergency fuel site. During EOC activations, City employees needing emergency fuel shall request this code from the Emergency Management Department (EMD) Duty Officer at (213) 200-2614. The Incident Commander shall determine which vehicles have priority and the Duty Officer shall provide the code accordingly. The Duty Officer will maintain a log of all access granted and forward a copy to GSD at the conclusion of an EOC activation. GSD will assign a different access code and re-program the access management system after an EOC activation, and/or whenever unauthorized use of the code has been determined.

#### **Emergency Fuel Sites:**

1. DOT Southern Area Parking Enforcement  
7510 S. Figueroa, Los Angeles, 90003  
(213) 485-6909, M-F 0700-1530
2. Sanitation - Western Dist. Refuse Yard  
2027 Stoner Ave. Los Angeles, 90025  
(310) 575-8393, M-F 0530-1700
3. Rec & Parks Central Service Yard  
3900 Chevy Chase Dr. Los Angeles, 90039  
(818) 502-0940, M-F 0600-1500
4. Rec & Parks Pacific Regional Headquarters  
1670 N. Palos Verdes Drive, Harbor City 90710  
(310) 548-7433, M-F 0600-1400
5. Rec & Parks Valley Regional Headquarters,  
6335 Woodley Ave. Van Nuys, 91406  
(818) 756-8072, M-F 0600-1430
6. Fire Station 6  
326 N. Virgil Ave. Silverlake, 90004  
(213) 485-6206, Su-Sat 0600-1500
7. Sanitation - South L.A. Refuse  
786 S. Mission, Los Angeles 90023  
(213) 485-4912, M-F 0530-1630

**EMERGENCY FUEL SITES**  
**Standard Operating Procedures**

8. Sanitation - North Central Refuse  
452 San Fernando Rd., Venice, 90291  
(310) 452-1295, M-F 0600-1430
  
9. Sanitation - East Valley Refuse  
11050 Pendelton Street, Sun Valley, 91352  
(818) 752-5737, M-F 0700-1700
  
10. Sanitation - West Valley Refuse  
8820 Vanalden Ave., Northridge, 91324  
(818) 727-7193, M-F 0530-1730
  
11. DOT Western District Traffic  
2801 Exposition Blvd., Los Angeles, 90018  
(213) 216-6241, M-F 0700-1500
  
12. Fire Station 88  
5101 N. Sepulveda Blvd., Sherman Oaks, 91403  
(818) 756-8688, Su-Sat 0600-1500
  
13. City Hall East  
200 N. Main St., Los Angeles, 90012  
(213) 978-3172, M-F 0730-1630