

## **Memorandum 12-057 Proposed Risk Management Plan for the Homer Playground Project (HoPP)**

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MEMORANDUM 12-057

DATE: April 4, 2012

TO: Mayor James Hornaday  
Council Members

FROM: Sean Dewalt, Risk Control Specialist

RE: Proposed Risk Management Plan for the Homer Playground Project

The Homer Playground Project is a volunteer-led project that will replace the existing playground at Karen Hornaday Park with a new and larger playground May 20-27, 2012. This project will combine the efforts of multiple entities, volunteers, and contractors. This proposed risk management plan is intended to assist the project in risk assessment, risk reduction, and project safety.

The stakeholders:

- The City of Homer. The City of Homer owns the current park, the land, and will be the benefactor of the new park once completed. The City of Homer also holds the risks of the volunteers and property exposures.
- Homer Foundation. The financial catalyst for the project with direct ties to the Homer Playground Project (HoPP). There is no General Liability Insurance for this entity.
- The Homer Playground Project (HoPP). A volunteer-led campaign to replace the existing playground at Karen Hornaday Park (Homer's largest city park) with a new and larger playground May 20-27, 2012. There is no General Liability Insurance for this entity.
- Christian Community Church. A Homer Church proximal to the Karen Hornaday Park that will offer free childcare for volunteers participating in the build week. There may be General Liability Insurance for this entity.
- Play by Design. The contractor, designer, and installer of the new playground.

Identifying, analyzing, and mitigating potential loss exposures

The potential for losses stems from the volume of personnel used in the project and the scope of the intended work. Although not exhaustive of all possible risks, the four likely areas of exposures are:

1. The potential injuries during build week including slips, trips, falls and back strains.
2. Childcare liabilities.
3. Property damaged during the course of construction.
4. Long-term maintenance, including surfacing issues and park inspections.

The recommended risk management techniques are based on the four exposures noted above. The implementation of the risk management techniques are:

A. The risk of loss due to injuries during build week will be mitigated using a four-step process:

1. All volunteers will sign waivers of liability to participate in the build. Parents who use the childcare program will also be required to complete a waiver of liability.
2. All volunteers will be screened for skilled or unskilled work and given personal protective equipment including eye protection, ear protection, and hand protection. This personal protective equipment will be paid for using AMLJIA Safety Savings account monies provided to the City of Homer for risk reduction. Next, volunteers will be assigned to a crew. Training and instruction will be provided, and each shift will conduct a safety meeting prior to

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the commencement of work. Only those qualified to use power tools will do so. All others will use hand tools.

3. A safety foreman will be on-site during the build week.

4. The City of Homer has General Liability Coverage in the event of a loss due to injury.

B. The risk of liability loss due to improper childcare will be mitigated by using Russell Consulting to conduct comprehensive background checks on all parties involved with the childcare. The costs for these 25 background checks will be paid for using AMLJIA Safety Savings account monies provided to the City of Homer for risk reduction.

C. The City of Homer has vehicle, mobile equipment, and property coverage's in the event of a property loss.

D. The long-term maintenance includes inspections, managing surfacing, and repairs/replacement of broken items.

The AMLJIA can assist in these ongoing liabilities by consulting with in-house Certified Playground Safety Inspectors. The City of Homer can call or email with any questions or request a visit from an AMLJIA Risk Control Specialist free of charge.

In conclusion, this worthwhile project is not without risks; however, the recommendations made in this risk management plan may reduce the frequency and severity of potential losses, and increase the chances for a problem-free build week.

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