THE CITY OF ASHEVILLE

STAFF REPORT

**Council Meeting Date:** December 9, 2025

**Subject:** Shiloh Community Service Line Inventory Contract with JR Merrimon & Co., LLC

**Staff Resource(s):** Bill Hart, Department Interim Director and Brenna Cook, Compliance Manager

**Action Requested:** Adoption of a resolution authorizing the City Manager to execute a contract with JR Merrimon & Co., LLC to perform service line inventory in the Shiloh Community for the Water Resources Department.

**Background**:

- Water Resources is required to build an inventory per US EPA & NC Department of Environment Quality (NCDEQ) regulations.
- Water Resources was awarded a total of $4M in principal forgiveness loans from NC Department of Water Infrastructure (NCDWI) to perform find and replace projects in the Shiloh Community.
- The first phase of the project is to complete a service line inventory, which will require digging holes on either side of the water meter to determine the service line material on both the utility and customer owned sections.
- JR Merrimon & Co., LLC was selected to perform the service line inspections required for the project after Water Resources performed the RFP process.

**Vendor Outreach Efforts:**

- Vendor outreach was performed following the Federal Terms and Conditions.
- A search for utilities contractors was performed on the city's vendor list, NCDOT DBE list and NC HUB lists. All vendors were emailed from the list.
- The RFP was posted on the City website and NC DOA HUB websites.

**Council Goal(s):**

- Improve/Expand and Maintain Core Services

**Committee(s)**:

- N/A

**Pro(s):**

- This project is aligned with the City and the Water Resources Department goal of continued investment and improvement of the City's water system, in order to provide safe and reliable service.
- The inventory project will provide a list of sites that qualify for service line replacement on both the utility owned and customer owned sections of the service line in the project area of the Shiloh Community

**Con(s):**

- There are no cons with entering into this contract.

**Fiscal Impact**:

- Funding will be reimbursed from the principal forgiveness loan from NCDWI.

**Suggested Motion:**

- Motion to adopt a resolution authorizing the City Manager to sign a contract with JR Merrimon & Co., LLC to perform the Shiloh Community service line inventory for the Water Resources, the services not to exceed $296,625.00

**Attachment(s)**

- Resolution

RESOLUTION NO. 25-____

RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN A CONTRACT WITH J.R. MERRIMAN & CO., LLC TO PERFORM THE SHILOH COMMUNITY SERVICE LINE INVENTORY FOR WATER RESOURCES.

---

WHEREAS, pursuant to N.C.G.S. § 160A-312, the City of Asheville has authority to operate, maintain, improve, and contract for the operation of a public enterprise; and

WHEREAS, pursuant to N.C.G.S. § 160A-20.1, the City of Asheville may enter into contracts with private entities to carry out any public purpose the City is authorized to engage in; and

WHEREAS, the City of Asheville performed the required vendor outreach following the City's and the Federal Terms and Conditions; and

WHEREAS, the use of JR Merrimon & Co., LLC will ensure timely completion of the Shiloh community service line find and replace project and full compliance with the requirements of the NC DWI Lead Service Line Replacement Funding

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager, on behalf of the City of Asheville, is hereby authorized to execute a general services contract with JR Merrimon & Co., LLC to perform the Shiloh Community service line inventory to not exceed $296,625.00.

.

Read, approved and adopted this 9th day of December 2025.

_____ _____

City Clerk Mayor

Approved as to form:

_____

City Attorney