City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 07/30/2025

2. **Primary contact person and Department requesting agenda item:** Ashley Haire, Transportation Director; Jessica Morriss, Assistant Director; Christopher Cairns, City Engineer

3. **Requested Council meeting date:** 08/26/2025

4. **Subject:** Biltmore Village Street Lights Assessment Contract

5. **Action Requested:** Adoption of a resolution authorizing the City Manager to execute a contract with McGill Associates in an amount not to exceed $132,000, including 10% contingency, for the purpose of assessing damage from Tropical Storm Helene to City-owned street light infrastructure in Historic Biltmore Village.

6. **Note if time sensitive, and why:** Yes. City-owned street lights are inoperable after Tropical Storm Helene. This action is necessary to restore permanent street lights throughout Historic Biltmore Village.

7. **Potential fiscal impact(s) - if known by staff at time of request:**
   - The contract is not to exceed $132,000, including a 10% contingency, and will be funded through FEMA Public Assistance.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).**
   - Followed Federal procurement policies due to ensure compliance with FEMA Public Assistance eligibility guidelines.

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** None

10. **Identify key issues:**
    - Tropical Storm Helene caused varying levels of damage to the custom, city-owned, street light infrastructure located in the Biltmore Village Historic District.
    - The consultant will provide a detailed inventory of necessary repairs and opinions of probable cost to restore the historic style street lighting.
    - The street-light infrastructure includes both above-ground and below-ground infrastructure, including underground conduits and wiring, junction boxes, etc. and above-ground items, including electric meters, disconnects, switches, etc., as well as the poles, fixtures, bulbs, and associated wiring.
    - Because the infrastructure is City-owned, the City is seeking to fund the damage assessment, as well as the ultimate repair of the lighting, through FEMA Public Assistance grant funds.
    - In order to maximize the potential for FEMA reimbursement, the City released an RFQ in April seeking a qualified firm to conduct professional assessments of the streetlights and related infrastructure to determine the extent of storm related damage, evaluate the condition and function of each light and corresponding infrastructure, and provide detailed inventory of necessary repairs and costs, as well as recommendations for mitigation measures to incorporate into the repairs to prevent or reduce future damages resulting from flooding/water intrusion.

- The final report from this contract's assessment will be used as a basis for a future contract to implement repairs to the street light system.