THE CITY OF ASHEVILLE

Staff Report

Council Meeting Date: January 24, 2023

Subject: Contract for Emergency Operations and Continuity of Operations Plans

Staff Resource(s): Scott Burnette, Asheville Fire Chief
Beth Bechel, Business Manager

Action Requested: Adoption of a resolution authorizing the City Manager to execute a contract with Perses Consulting, LLC in the amount of $200,000 to provide consulting services for the citywide emergency operations and continuity of operations plans.

Background:

- As a part of the Fiscal Year 2023 Budget process City Council prioritized and budgeted for a consultant to create citywide Emergency Operations and Continuity of Operations Plans.
- The focus of an Emergency Operations Plan (EOP) is on the emergency measures that are essential for responding to and protecting the public.
- A Continuity of Operations Plan (COOP) outlines the execution of essential functions that must continue during a wide range of emergency situations.
- A Diverse, cross departmental team reviewed and scored responses for the competitive request for proposal process. Perses Consulting, LLC was selected as top vendor.
- The proposed timeline to complete the plans is approximately eight month.

Vendor Outreach Efforts:

- Staff performed outreach to minority and women owned businesses through solicitation processes which include posting on the State's Interactive Purchasing System and requiring prime contractors to reach out to Minority & Women-Owned Business Enterprise (MWBE) service providers for subcontracted services.
- No services will be subcontracted.
- Perses Consulting, LLC is woman-owned

Council Goal(s):

- Neighborhood Resilience

Committee(s):

- N/A

Pro(s):

- The plans are essential for emergency preparedness and the continuance of government during time of disruption
- The plans will recommend improvements for coordination and communication of COA departments internally and externally.
- The plans will outline the necessary and appropriate actions to be taken to protect people and property from the consequences of emergencies and disasters.
- This action supports the Climate Justice Initiative options to build resilience.

Con(s):

- None

Fiscal Impact:

- Funding for this contract is available in the Fire Department operating budget.

Suggested Motion:

- Motion to authorize the City Manager to execute a contract with Perses Consulting, LLC to provide consulting services for the citywide emergency operation and continuity of operations plan.

Attachment(s):

- Resolution

RESOLUTION NO. 23-____

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH PERSES CONSULTING, LLC TO PROVIDE CONSULTING SERVICES FOR THE CITYWIDE EMERGENCY OPERATIONS AND CONTINUITY OF OPERATIONS PLANS

WHEREAS, the City of Asheville has authority pursuant to Article 2 of Chapter 160A of the North Carolina General Statutes to enter into contracts for services with other entities; and

WHEREAS, the City of Asheville budgeted $200,000 toward the creation of the emergency operations and continuity of operations plans; and

WHEREAS, the City issued a request for proposals (RFP) on August 26, 2022 for consulting services for the citywide emergency operations and continuity of operations plans; and

WHEREAS,Perses Consulting, LLC. was the best qualified consulting firm responding to the RFP;

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

The City Manager is hereby authorized to enter into a contract with Perses Consulting, LLC to provide consulting services for the citywide emergency operations and continuity of operations plans.

Read, approved and adopted this the 24th day of January, 2023.

_____ _____

City Clerk Mayor

Approved as to form:

_____

City Attorney