**STAFF REPORT**

**Council Meeting Date:** September 8, 2020

**Subject:** Arc Flash Hazard Analysis

**Staff Resource(s):** David Melton, Director Water Resources; Leslie Carreiro, Division Manager Water Production

**Action Requested:** Adoption of a resolution authorizing the City Manager to execute a Professional Services contract with CDM Smith, Inc. for the proposed amount of $289,780 to perform an Arc Flash Hazard Analysis study.

**Background**:

- On February 14, 2020, the City of Asheville Water Resources Department (WRD) issued a Request for Qualifications (RFQ) from qualified firms with proven experience and expertise to provide professional and engineering services for an Arc Flash Study encompassing the City of Asheville Water Treatment Plants, Pumping Stations, and associated assets.
- An arc flash is a type of electrical explosion or discharge that results from a connection through air to ground or another voltage phase in an electrical system.
- The study identifies the level of risk to staff, proper labeling of equipment and personal protective equipment required, and any retrofitting of equipment to provide a safe working environment for operation and maintenance.
- Brown and Caldwell of Charlotte, NC, GHD of Charlotte, NC, and CDM Smith of Raleigh, NC were the companies who responded to the Arc Flash RFQ.
- CDM was chosen due to their experience performing Arc Flash studies for municipal systems.
- Because upgrades and modifications have occurred at both the treatment facilities and pump stations throughout their operational life cycle, there is a need to analyze these facilities for electrical safety and provide training to staff.
- The scope of services to be performed by CDM Smith include: project meetings, data collection, model development, Arc Flash Study, equipment labeling and safety training.

**Vendor Outreach Efforts:**

- Through a qualifications based selection process CDM was chosen due to their experience performing Arc Flash studies for municipal systems.
- No other vendor outreach was performed.

**Council Goal(s):**

- Financially Resilient City. A Clean and Healthy Environment

**Committee(s)**:

- None

**Pro(s):**

- CDM Smith, Inc. has provided Engineering Services on water system improvement projects.
- Their experience and knowledge of water systems will minimize staff support and input.
- This project is aligned with the City's and the Water Resources Department's goal of continued investment and improvement of the City's water system through Capital Improvement Projects to provide safe and reliable service.

**Con(s):**

- A delay in the project could impact the safety of staff and facilities.

**Fiscal Impact**:

- The funding needed for this agreement is currently allocated within the Storage Tanks and Pumps Capital Improvement Projects (CIP).

**Suggested Motion:**

- Move to adopt a resolution authorizing the City Manager to execute a Professional Services Agreement with CDM Smith, Inc. for the proposed amount of $289,780 to perform an Arc Flash Hazard Analysis study for three water treatment facilities and pump station facilities.

**Attachment(s)**

- Resolution

RESOLUTION NO. 20-_____

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH CDM SMITH FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE COMPLETION OF AN ARC FLASH HAZARD ANALYSIS STUDY FOR THE CITY OF ASHEVILLE WATER RESOURCES DEPARTMENT

WHEREAS, pursuant to N.C.G.S. § 160A-312, the City of Asheville has authority to operate 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, CDM Smith was selected by Staff via a Request for Qualifications process to perform engineering services related to the Arc Flash Hazard Analysis Study; and

WHEREAS, the use of CDM Smith will utilize the most qualified firm to ensure timely completion of an Arc Flash Hazard Analysis Study in accordance with the latest IEEE and/or NFPA standards

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 the contract with CDM Smith, for professional services required to perform an Arc Flash Hazard Analysis Study for an amount not to exceed $289,780.

Read, approved and adopted this 8th day of September, 2020.

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CITY CLERK MAYOR

Approved as to form:

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CITY ATTORNEY