



February 7, 2017

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division *3/21/17*

CONTACT: Terry Devitt, Assistant Director, Facility Operations
(407) 685-9867

SUBJECT: Approval of Contract Y16-812-MM Orange County Convention Center
ArcFlash Analysis & Development of Electrical Safety Program Per
National Fire Protection Association (NFPA 70E)

ACTION REQUESTED

Approval of Contract Y16-812-MM, Orange County Convention Center ArcFlash Analysis & Development of Electrical Safety Program Per National Fire Protection Association (NFPA 70E), with RTM Engineering Consultants, LLC, in the contract award amount of \$475,927.60.

PURPOSE

To approve award of the contract for electrical risk analysis services for the Orange County Convention Center (OCCC).

DISCUSSION

The selection of RTM Engineering Consultants, LLC, was approved by the Board on November 1, 2016, with an authorization for the Procurement Division to negotiate and execute a final contract within a budget amount of \$400,000.

Between the time the budget was established and the contract was negotiated, changes have occurred to NFPA 70E and the codes governing this work significantly expanded the quantity of electrical panels requiring assessment under this contract, therefore requiring more man hours to be compliant with NFPA 70E.

In order to comply with regulatory requirements of the most current NFPA 70E codes, the contract was negotiated for \$475,927.60, an increase of \$75,927.60.

Page 2

Approval of Contract Y16-812-MM Orange County Convention Center ArcFlash Analysis & Development of Electrical Safety Program Per National Fire Protection Association (NFPA 70E)

The services provided will establish a comprehensive electrical safety program in accordance with the most current NFPA 70E and Standard for Electrical Safety in the Workplace, Institute of Electrical and Electronics Engineers, National Electric Code, National Safety Council and Occupational Safety and Health Administration Standards at OCCC. RTM Engineering Consultants, LLC will be responsible for outlining electrical hazards and risks for the OCCC campus. They will implement electrical safety and risk mitigation in conjunction with creating custom Standard Operating Procedures for routine electrical operations where applicable hazards and risks exist. A comprehensive, stand-alone training manual and training program will be created through this program.