



AGENDA ITEMS	Council Meeting Date: Monday, November 10, 2025
Check Reference No. <u>n/a</u>	
Department: <u>Load Management</u>	
Fund Number/Department Number: <u>30-8400-1601</u>	Public Hearing: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

BACKGROUND: On July 21, 2025, a generator located at the Coast Guard base caught on fire. As a result, an insurance claim was filed by the City with the North Carolina League of Municipalities (NCLM). The claim was settled for \$45,312.79 based on an assessment of the damage conducted by Gregory Poole Equipment Company. The claim settlement check in the amount of \$45,312.79 has been issued to the City and applied to the City's insurance revenue account (30-3350-8300).

Financial Impact: One Time Recurring

Comments: Budget Amendment Request

Analysis: An assessment of the fire damage to the generator and breaker switches at the Coast Guard base was quoted by Gregory Poole Equipment Company. The estimated cost to complete needed inspections is \$46,326.29. Funding from the insurance claim settlement will need to be transferred from the City's insurance revenue account (30-3350-8300) to the expenditure account (30-8400-1601) to complete the inspections. The remaining difference of \$1,013.50 to cover the inspection will come from funding line (30-8400-1601).

Department Head Recommendation: Approve budget amendment of \$45,312.79 from revenue account (30-3350-8300) to expenditure account (30-8400-1601). Load Management supervisor obtained three quotes and determined that Gregory Poole Equipment Company is the appropriate vendor for this scope of work.

Attachments: Yes No

Reviewed by:

Department Head: <u>B. L. S. A.</u> Date: <u>11/05/2025</u>	FINANCE DEPT OFFICE USE <input checked="" type="checkbox"/> Recommend for Approval <input type="checkbox"/> Do not recommend
Finance Officer: <u>[Signature]</u> Date: <u>11/05/2025</u>	
City Manager: <u>[Signature]</u> Date: <u>11/5/25</u>	



Gregory Poole Equipment Company

Power Systems Division

Quotation

3201 Integrity Drive • Garner, NC. 27529 • Phone 800-447-3144 • Direct 919-755-7088 • Fax 919-755-7039 • www.GregoryPoole.com

Quotation No: E-L459245253

C005767
City Of Elizabeth City
302 E COLONIAL AVE
ELIZABETH CITY, NC. 27909-4306

Quote Date: **September 24, 2025**
Sales Rep: **Travis Skipper**
Phone No: **(919) 622-4816**
Email: travis.skipper@gregpoole.com

Contact: **Walter Matthews**
Phone: **252-619-4530**
E-Mail: wmatthews@elizabethcitync.gov



Gregory Poole will supply Parts & Labor for the following:

TDS

Seq: 01 25Z05253 **INSPECT GENERATOR SET**

Coast Guard DRS
Unit ID#: Airport

Scope of Work: Disconnect generator and switchgear from building.
Provide crane and rigging to extract generator set and switchgear from building.
Load genset and switchgear onto trucks and deliver to garner shop.
Disassemble engine, generator and switchgear to evaluate for recommended repairs.
Items to be inspected Engine, alternator, wiring, switchgear and breakers
** Note that a separate quote will be provided once genset and switchgear have been inspected**

Job Price **\$46,326.29 Job Total**
Excludes Estimated Taxes

Total Estimate **\$46,326.29**
Excludes Estimated Taxes

- Notes:
1. This proposal excludes any other repairs or parts replacement not included in this estimate
 2. The service quoted is to be performed during regular business hours, unless specified in the estimate above
 3. Excludes all applicable taxes, environmental fees and freight, unless specified in the estimate above
 4. Quoted price assumes all cores receive full core credit unless specified in the estimate above
 5. Excludes any Fuel Tank Testing or Fire Marshall Permits
 6. Excludes any UL Testing or Recertification to Generator or Engine Permits or UL2200 updates
 7. Customer is responsible for providing a scheduled date and time that will have the least impact on their operations for work being performed.
 8. Gregory Poole Equipment Company will not assume liability or risk of system failure, i.e. loss of power to site due to an unknown operational system deficiency, while performing scheduled tests, repairs or modifications.

- Terms and Conditions:
1. Pricing for the above estimate is valid for thirty days
 2. Price is based on customer providing ready access to equipment for continuous, uninterrupted work. Any unusual delays not caused by Gregory Poole will be billed at the applicable Regular or Overtime Rates
 3. Customer provides written notification of any site-specific safety practices prior to start of work that need to be included in this estimate for additional time for site entry or application related concerns (such as security). In the absence of site- Specific safety practices, Gregory Poole will follow the safety procedures in the Gregory Poole Safety Policy and Procedure Manual
 4. Proposal must be approved, signed with Purchase Order (if required by your company), and returned to the location listed at the top of this quote before service work can be scheduled. Lead Times for scheduling may vary

PLEASE REVIEW YOUR SPECIFICATIONS TO BE SURE THAT THE APPARATUS DESCRIBED ABOVE MEETS YOUR REQUIREMENTS. This estimate covers such apparatus as described herein and does not constitute a job proposal. Telephone and verbal orders are to be confirmed in writing. We reserve the right to correct stenographic or clerical errors. Deliveries are subject to occurrences beyond our control.

AUTHORIZED SIGNATURE / PO NUMBER

BY GREGORY POOLE EQUIPMENT COMPANY

Date: _____

Eastern Generator Solutions

P.O. Box 206
Winterville, NC 28590
Phone: 252-741-5115

November 3, 2025

CUSTOMER

City Of Elizabeth City
306 E. Colonial Avenue
Elizabeth City, NC 27909

Attn: Mr. Walter Matthews
wmatthews@elizabethcitync.gov

JOB DESCRIPTION	Total
<p>Coast Guard Base Generator & Switch Gear</p> <p>After inspection of generator and switch gear located at the Coast Guard Base we are unable to provide an Estimate for needed repairs. We will not be able to perform the needed repairs to the unit due to the scope of labor required to complete the job.</p> <p>Thank you for your consideration.</p>	

TERMS AND CONDITIONS

Please Call Brandon Bowen with Questions or Concerns
252-741-5115

Atlantic Power Systems of NC, Inc.

3252 Saints Delight Church Rd

New Bern NC 28560

Phone: (252)514-2647

Fax: (252)514-2648

October 31,2025

Customer: City Of Elizabeth City

Walter Matthews

wmatthews@elizabethcitync.gov

Coast Guard Base Generator

Due to the size of the job Atlantic Power Systems is unable to provide a Quote for the needed repairs of generator and switch gear. Due to the amount of labor required for completion of repairs Atlantic Power Systems will not be able to perform the needed repairs.