

**HENRICO COUNTY
NOTICE OF SPECIAL MEETING
BOARD OF SUPERVISORS**

Please take notice that a special meeting of the Board of Supervisors will be held on **Tuesday, March 27, 2012 at 5:30 p.m.** in the County Manager's Conference Room located on the third floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matters to be reviewed by the Board at this time are:

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| 5:30 – 5:45 p.m. | Lease for Police Metro Aviation Unit |
| 5:45 – 6:15 p.m. | Closed Meeting for Consultation with the County Attorney Regarding Specific Legal Matters Requiring the Provision of Legal Advice Pertaining to an EPA Audit of the County's Municipal Separate Storm Sewer System, Pursuant to Section 2.2-3711(A)(7) of the Code of Virginia, 1950, as Amended. |
| 6:15 – 6:45 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
March 22, 2012

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
March 27, 2012
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Rev. C. Diane Mosby, Pastor, Anointed New Life Baptist Church

APPROVAL OF MINUTES – March 13, 2012 Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

RESIGNATION

73-12 Resolution – Resignation of Member – Community Criminal Justice Board.

PRESENTATIONS

Proclamation – Sports Tourism Month – March 2012.

Proclamation – Public Safety Telecommunicators Week – April 8 – 14, 2012.

Proclamation – Child Abuse Prevention Month – April 2012.

Proclamation – Keep Henrico Beautiful Month – April 2012.

74-12 Resolution – Commending the Richmond Strikers Soccer Club.

PUBLIC COMMENTS

GENERAL AGENDA

75-12 Introduction of Ordinance – To Amend and Reordain Section 20-78(e)(3) of the Code of the County of Henrico Titled “Elderly or Permanently and Totally Disabled Persons” Change the Definition of Gross Income to Include only Federal Taxable Income for the Purpose of Determining Eligibility for the REAP Program.

76-12 Resolution – Award of Contract – Audit Services.

77-12 Resolution – Authorization to Accept FY 2012 Hazardous Materials Emergency Preparedness Grant from the United States Department of Transportation Through the Virginia Department of Emergency Management.

78-12 Resolution – Award of Construction Contract – Fire Station 7 Replacement.

- 79-12 Introduction of Ordinance - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, {PRIVATE }of the Code of the County of Henrico, All to Change County Utility Fees and Charges.
- 80-12 Resolution - Award of Contract - Strawberry Hill (SH-01B) Area Sewer Rehabilitation - Tuckahoe District and Brookland District.
- 81-12 Resolution - Award of Annual Construction Contract - Water and Sanitary Sewer Repairs and Improvements.
- 82-12 Resolution - Award of Construction Contract - Three Chopt Pressure Zone Water Main Improvements - Three Chopt and Tuckahoe Districts.
- 83-12 Resolution - Award of Contract - Keller Road, Michaux Lane, Turnbull Avenue, and Brawner Drive Sewer Rehabilitation - Tuckahoe District.
- 84-12 Resolution – Opposition to Extension of Tuckahoe Creek Parkway into Henrico County.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
March 27, 2012**

INVOCATION – Rev. C. Diane Mosby, Pastor, Anointed New Life Baptist Church

RESIGNATION

RESOLUTION – Resignation of Member – Community Criminal Justice Board.

This Board paper accepts the resignation of **James E. Leigh** from the Community Criminal Justice Board (the “CCJB”) as the Tuckahoe District citizen representative.

PRESENTATIONS

PROCLAMATION – Sports Tourism Month – March 2012.

Sports tourism equates to 27 percent of the travel market in the United States. Sporting events and programs bring in thousands of visitors each year to Henrico County and contributed nearly \$30 million to the county’s economy in FY 2010-11. This proclamation recognizes March 2012 as Sports Tourism Month and calls the observance to the attention of all Henrico citizens.

PROCLAMATION - Public Safety Telecommunicators Week - April 8 - 14, 2012.

The Communications Officers of the Henrico County Division of Police serve the local community by answering calls for police, fire, and emergency medical services assistance and ensuring that the appropriate response is dispatched as efficiently as possible. This proclamation recognizes April 8 – 14, 2012 as Public Safety Telecommunicators Week and salutes the County's Communications Officers for their exemplary professionalism, service, and performance.

PROCLAMATION – Child Abuse Prevention Month – April 2012.

Greater Richmond SCAN (Stop Child Abuse Now), a local nonprofit organization dedicated to the prevention and treatment of child abuse and neglect, is coordinating efforts throughout the metropolitan area to observe National Child Abuse Prevention Month during April 2012. Effective child abuse prevention programs rely on partnerships among social service and law enforcement agencies, schools, religious and civic organizations, medical facilities, and businesses. This proclamation recognizes April 2012 as Child Abuse Prevention Month in Henrico County and calls upon Henrico citizens to participate in appropriate programs and activities that help protect children in the local community from abuse and neglect.

PROCLAMATION – Keep Henrico Beautiful Month – April 2012.

The Keep Henrico Beautiful program and the Keep Henrico Beautiful Committee of appointed volunteers were established in 1980 to develop and lead litter prevention activities and encourage participation of all Henrico County residents in litter prevention. The Keep Henrico Beautiful Committee disseminates educational materials and sponsors programs, special events, and workshops to foster public awareness of the environment. Several thousand Henrico County residents now participate in litter prevention and recycling projects, including the “Because We Care” volunteer litter pick-up program, through their community associations, churches, scout troops, school clubs, civic groups, and businesses. This proclamation recognizes April 2012 as Keep Henrico Beautiful Month and urges all residents of the County to show their environmental stewardship by not littering and by recycling materials.

RESOLUTION – Commending the Richmond Strikers Soccer Club.

The Richmond Strikers Soccer Club, (the “Strikers”), the oldest youth soccer club in this metropolitan area, has provided nationally recognized facilities, programming, and instruction supporting youth soccer development in Henrico County for more than 30 years. More than 3,000 children between the ages of 4 and 18 currently experience the game of soccer at every level through the Strikers. More than 750 youth players on Striker travel teams from 8U to 19U are currently competing at the national level.

The Strikers are an established United States Soccer Development Academy Club and recognized as one of only fifty Nike Premier clubs in the United States. The Strikers have developed, promoted, and run two longstanding and premier local youth soccer tournaments, the Jefferson Cup and the Capital Fall Classic. The Jefferson Cup, which was ranked as the second largest youth soccer tournament in the country in 2011, has just completed its 33rd consecutive year and brought 916 U10 through U19 youth teams to the area with a total estimated economic impact of \$15 million.

This Board paper commends the Strikers for their dedication to supporting, developing, and promoting youth soccer for the benefit of Henrico County and the entire region.

The Director of Recreation and Parks recommends approval of this Board paper; the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 20-78(e)(3) of the Code of the County of Henrico Titled “Elderly or Permanently and Totally Disabled Persons” to Change the Definition of Gross Income to Include only Federal Taxable Income for the Purpose of Determining Eligibility for the REAP Program.

This paper introduces for advertisement and public hearing on April 24 an amendment to Henrico Code section 20-78(e)(3) to change the definition of gross income to include only federal taxable income for the purpose of determining eligibility for the REAP program. Last session, the General Assembly enacted legislation modifying the type of income a locality can consider when determining whether an individual is eligible for the tax exemption. The Director of Finance anticipates that more elderly and disabled persons will qualify for the tax exemption because of this change.

RESOLUTION - Award of Contract - Audit Services.

This resolution awards an annual contract to KPMG, LLP to provide audit services to perform annual and compliance audits for the County for fiscal years ending June 30, 2012, 2013 and 2014. The contract may be renewed for two additional one-year terms.

Five proposals were received in response to RFP #12-9180-1CS. Based upon review and evaluation of the proposals, the Selection Committee (consisting of Mr. John Vithoulkas, Mr. Clarence Daniel, Mr. Vaughan Crawley, Mr. Kevin Smith, Mrs. Karen Adams, Mr. Christopher Winstead and Mrs. Cecelia Stowe) interviewed the following firms:

KPMG, LLP

Cherry, Bekaert and Holland, LLP

Based on the written proposals and interviews, the Committee selected KPMG, LLP as the top-ranked firm and negotiated a contract. A base fee of \$249,820 was negotiated for the fiscal year ending June 30, 2012. The base fee includes services for the County general government and schools (\$183,265), Water/Sewer (\$44,823), the Sheriff (10,866), and JRJDC (\$10,866).

Any increase in fees for fiscal years 2013 and 2014, or for two additional one-year terms, shall not exceed the lesser of 3% or the Consumer Price Index for all Urban Consumers average for the most recent 12 months available at the time of the fee negotiation.

Funding to support this contract is available within the project budget.

The Selection Committee and the Directors of Finance and General Services recommend that the contract be awarded to KPMG, LLP, and the County Manager concurs.

RESOLUTION – Authorization to Accept FY 2012 Hazardous Materials Emergency Preparedness Grant from the United States Department of Transportation Through the Virginia Department of Emergency Management.

This Board paper authorizes the County Manager to accept a FY 2012 Hazardous Materials Emergency Preparedness (“HMEP”) grant from the U.S. Department of Transportation through the Virginia Department of Emergency Management. The grant totals \$1,800 and requires a 20% local match (\$360) which the Division of Fire will satisfy through the provision of services by its Emergency Manager. The funds will be used to develop and distribute information to businesses in Henrico County to ensure compliance with SARA Title 3 reporting requirements.

RESOLUTION – Award of Construction Contract – Fire Station 7 Replacement.

This resolution awards a contract to **Conquest, Moncure & Dunn, Inc. in the amount of \$3,069,000** for the construction of a new Fire Station #7 at 2701 East Laburnum Avenue. The project consists of the construction of a new 11,302 square foot, three-bay drive-through fire station and off site drainage improvements adjacent to and along Ammons Avenue. The County is seeking LEED Silver Certification from the U.S. Green Building Council for this project.

Existing Fire Station #7 on the site will remain fully functional until the new station is completed and occupied.

It is anticipated that Phase One of the project will be substantially complete 425 calendar days after the date of written notice to proceed. It is anticipated that Phase Two of the project will be substantially complete 60 days after the date of substantial completion of Phase One.

Nine bids were received on February 21, 2012 as follows:

<u>Bidder</u>	<u>Bid</u>
Conquest Moncure & Dunn, Inc.	\$3,069,000
MGT Construction Management, Inc.	\$3,130,000
Virtexco Corporation	\$3,196,000
Daniel & Company, Inc.	\$3,235,000
Kenbridge Construction Company, Inc.	\$3,253,000
Gulf Seaboard General Contractors, Inc.	\$3,347,000
SRC, Inc.	\$3,416,000
RGI General Contractors	\$3,467,000
Boblits Enterprises, LLC	\$5,022,052

Funding to support the contract is available within the project budget. The Director of General Services and the Fire Chief recommend that the Board award the contract in the amount of

\$3,069,000 to Conquest Moncure & Dunn, Inc. as the lowest responsive and responsible bidder, and authorize the Director of General Services, as the County Manager's designee, to execute change orders not to exceed 15% of the original contract amount. The County Manager concurs.

INTRODUCTION OF ORDINANCE - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled "Water connection fees" and "Sewer connection fees," Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled "Water service and volume charges" and "Sewer service charges and rates," Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges.

This Board paper would authorize the Clerk to advertise a public hearing on April 24, 2012 for a proposed ordinance to change utility fees and charges.

The proposed ordinance would increase basic connection fees for single-family residences approximately 5% from \$4,065 to \$4,270 for water and from \$4,970 to \$5,220 for sewer when the developer installs all local facilities. Other categories, such as multi-family, hotel, hospital and nursing homes, would also increase approximately 5%. Local facilities fees would increase from \$2,270 to \$2,385 for water and from \$3,350 to \$3,515 for sewer. These changes would be effective October 1, 2012.

The proposed ordinance would also increase bimonthly service and volume charges by approximately 5% for water and 5% for sewer, including industrial strong waste charges, effective July 1, 2012. The total increase in water and sewer charges to a typical customer (4 people) using 20 Ccf of water every two months will be \$6.65 bimonthly, or approximately 11¢ per day.

These changes are recommended to support the operating and capital budgets, including water and sewer rehabilitation projects.

RESOLUTION - Award of Contract - Strawberry Hill (SH-01B) Area Sewer Rehabilitation - Tuckahoe District and Brookland District.

This resolution awards a contract to G. L. Howard, Inc. to replace approximately 2,200 linear feet and rehabilitate approximately 6,600 linear feet of 8-inch diameter concrete sewer pipe, replace 160 sewer service connections and 36 water service connections, and replace/rehabilitate 37 sewer manholes along Landis Drive, Fort Hill Drive, Brigham Road, Ethridge Drive, Furman Avenue, Glenside Drive, West Grace Street, and Monument Avenue.

The purpose of the project is to maintain the reliability of the sewer system in the area by replacing deteriorated piping systems installed in the mid 1950s. The work is anticipated to begin in May 2012 and to be completed by May 2013. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Three bids were received on February 22, 2012, in response to IFB # 11-9171-12CE and Addendum No. 1:

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. Rockville, VA	\$ 1,669,450.00
Piedmont Construction Company, Inc. Oilville, VA	\$1,724,050.00
Lyttle Utilities, Inc. Richmond, VA	\$1,797,000.00

G. L. Howard, Inc. has been determined to be the lowest responsive and responsible bidder.

This resolution grants signatory authority to the County Manager to execute a contract in a form approved by the County Attorney. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Annual Construction Contract - Water and Sanitary Sewer Repairs and Improvements.

This resolution would award a contract to **G. L. Howard, Inc.** for the construction and installation of various water and sanitary sewer service connections, main extensions and repair projects throughout the County. The contract would be awarded on a unit price basis for the period April 15, 2012 to April 30, 2013 with the option for the County to renew it for four additional one-year terms. The final contract value at the end of any one year would be determined by the sum of the unit price times the quantity of units utilized during that period.

Five bids were received and opened on March 6, 2012 in response to IFB #12-9179-1AL. For selection and evaluation purposes, the lowest responsive bid was determined by multiplying the unit price times the unit quantities specified in the bid documents.

<u>Bidders</u>	<u>Total Bid</u>
G. L. Howard, Inc. Rockville, VA	\$1,568,670.00
Messer Contracting, LLC Glen Allen, VA	\$1,595,155.10
Possie B. Chenault, Inc. Bumpass, VA	\$1,614,450.00
Piedmont Construction Company, Inc. Oilville, VA	\$1,638,167.50

Henkels & McCoy, Inc.
Richmond, VA

\$1,903,874.08

. L. Howard, Inc. has been determined to be the lowest responsive and responsible bidder.

This resolution grants signatory authority to the County Manager to execute a contract in a form approved by the County Attorney. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Construction Contract - Three Chopt Pressure Zone Water Main Improvements - Three Chopt and Tuckahoe Districts.

This resolution awards a contract to Possie B. Chenault, Inc. to provide approximately 3,900 linear feet of 6-inch through 12-inch diameter ductile iron water main and six check valve/flow control vaults.

The project is to improve supply capacity and to provide increased water supply pressure in the Forest Avenue, Glenside Drive, Skipwith Road, and Three Chopt Road area. The need for this project was identified in the 2007 Water and Sewer Facility Plan. The work is anticipated to begin in May 2012 and to be completed by March 2013. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Three bids were received on February 8, 2012 in response to IFB # 12-9178-1CE and Addendum No. 1:

<u>Bidders</u>	<u>Bid Amounts</u>
Possie B. Chenault, Inc. Bumpass, VA	\$1,443,016.00
R. R. Snipes Construction Co., Inc. Ashland, VA	\$1,713,990.00
G. L. Howard, Inc. Rockville, VA	\$1,926,600.00

Possie B. Chenault, Inc. is the lowest responsive and responsible bidder.

The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Keller Road, Michaux Lane, Turnbull Avenue, and Brawner Drive Sewer Rehabilitation - Tuckahoe District.

This resolution awards a contract to Perkinson Construction to replace approximately 2,600 linear feet of 8-inch and 12-inch diameter concrete sewer pipe with PVC sewer pipe, rehabilitate approximately 400 linear feet of 8-inch diameter concrete sewer pipe, and replace 52 sewer service connections along Keller Road, Michaux Lane, Turnbull Avenue, and Brawner Drive.

The purpose of the project is to maintain the reliability of the sewer system in the area by replacing deteriorated piping systems installed in the mid 1950s. The work is anticipated to begin in May 2012 and to be completed by February 2013. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Eight bids were received on January 24, 2012, in response to IFB # 11-9172-12CE and Addendum No. 1:

<u>Bidders</u>	<u>Bid Amounts</u>
Godsey & Son, Inc. Richmond, VA	\$610,020.00
Perkinson Construction Prince George, VA	\$739,633.00
Possie B. Chenault, Inc. Bumpass, VA	\$812,500.00
G. L. Howard, Inc. Rockville, VA	\$839,380.00
Lyttle Utilities, Inc. Richmond, VA	\$843,500.00
R. R. Snipes Construction Company, Inc. Ashland, VA	\$926,024.00
Piedmont Construction Company, Inc. Oilville, VA	\$949,755.00
Messer Contracting, LLC Glen Allen, VA	\$996,900.00

Godsey & Son, Inc. withdrew its bid in compliance with the bid withdrawal procedures in the invitation to bid. Perkinson Construction has been determined to be the lowest responsive and responsible bidder.

This resolution grants signatory authority to the County Manager to execute a contract in a form approved by the County Attorney. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

The Directors of Public Utilities and General Services recommend approval, and the County Manager concurs.

RESOLUTION – Opposition to Extension of Tuckahoe Creek Parkway into Henrico County.

This Board paper would state the Board’s opposition to extension of Tuckahoe Creek Parkway from Goochland County into Henrico County to connect with Ridgefield Parkway. Goochland County is seeking its extension to promote economic development in Goochland County.

In 1988, the Board vacated right-of-way on the portion of Ridgefield Parkway immediately adjacent to Tuckahoe Creek to eliminate the possibility Ridgefield Parkway would be extended into Goochland County in the future. The vacated land is part of property owned by Henrico County that is planned to be a public park operated by the Division of Recreation and Parks.

Thirty-two residential homes are located along Ridgefield Parkway west of Lauderdale Drive. The road improvements necessary to accommodate traffic flow on Ridgefield Parkway if Tuckahoe Creek Parkway were extended into Henrico County would cause a significant impact to the residential area and would require a substantial intersection widening at Lauderdale Drive.

The Acting Director of Public Works recommends approval of the Board paper, and the County Manager concurs.