

**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, May 22, 2012 at 4:30 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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| 4:30 - 5:00 p.m. | Line of Duty Act Fund |
| 5:00 - 5:45 p.m. | Virginia Retirement System (VRS) Five and Five Contribution Mandate |
| 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 the Appeal of the Plan of Development Approval for the Islamic Center of Richmond Property on Hungary Road in the Brookland District, Pursuant to Section 2.2-3711(A)(7) of the Code of Virginia, 1950, as Amended. |
| 6:15 - 6:45 p.m. | Dinner |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
May 17, 2012

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
May 22, 2012
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Dr. Cecil Chambers, Pastor, Skipwith Baptist Church

APPROVAL OF MINUTES – May 8, 2012 Regular and Special Meeting Minutes

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

Proclamation - Emergency Medical Services Week – May 20 - 26, 2012.

PUBLIC COMMENTS

GENERAL AGENDA

- 117-12 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2011-12 Annual Fiscal Plan: June, 2012.
- 118-12 Resolution – Authorization to Accept Additional Grant Funding From the FY2009 Metropolitan Medical Response System as Managed by the Virginia Department of Health and the Virginia Department of Emergency Management.
- 119-12 Resolution – Award of Construction Contract – Fire Station #1 Renovations.
- 120-12 Resolution – Award of Construction Contract – North Park Branch Library Repainting and Carpet Replacement.
- 121-12 Resolution - Signatory Authority - Lease - Capital Region Workforce Partnership - City of Richmond.
- 122-12 Resolution - Acquisition of Annie B. Fair Property - North Gayton Road Project - Three Chopt District.
- 123-12 Resolution – Authorization to Accept an Allocation of Grant Funding from the Virginia Department of Emergency Management's FY 2009 State Homeland Security Grant Program.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
May 22, 2012**

INVOCATION – Dr. Cecil Chambers, Pastor, Skipwith Baptist Church

PRESENTATION

Emergency Medical Services Week – May 20 - 26, 2012.

The provision of emergency medical services (EMS) is vital to the public's well-being and dramatically improves the survival and recovery rates of persons who experience sudden illness or injury. The Henrico County EMS system, consisting of the Division of Fire, Henrico Volunteer Rescue Squad, Lakeside Volunteer Rescue Squad, Tuckahoe Volunteer Rescue Squad, and the Division of Police, recorded 33,444 responses for services during fiscal year 2010-2011. This proclamation recognizes May 20 – 26, 2012 as Emergency Medical Services Week and encourages the community to mark this observance with appropriate programs, ceremonies, and activities.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2011-12 Annual Fiscal Plan: June, 2012.

Pursuant to Virginia Code Section 15.2-2507, amendments to the County's approved budget in excess of one percent of the County's currently adopted budget may be approved only after publishing a notice of a public hearing at least seven days before the hearing date. The budget amendments that are the subject of this paper fall under the one percent threshold that triggers the advertised public hearing requirement; nevertheless, this paper calls for their advertisement. The notice states the County's intent to amend the budget. To that end this paper is submitted, along with a list of the requested amendments, as an introduction, so the Board may authorize the advertising for June 5, 2012 and the public hearing for June 12, 2012. A separate paper will be submitted for Board action to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the June 12, 2012 public hearing.

RESOLUTION – Authorization to Accept Additional Grant Funding From the FY2009 Metropolitan Medical Response System as Managed by the Virginia Department of Health and the Virginia Department of Emergency Management.

This Board paper authorizes the County Manager to accept additional grant funding in the amount of \$15,000 from the FY2009 Metropolitan Medical Response System (“MMRS”) Grant Program as a sub-grantee of the City of Richmond, and as managed by the Virginia Department of Health and the Virginia Department of Emergency Management. The Board authorized the County Manager to accept the original grant funding in the amount of \$72,000 on March 13, 2012. The grant, which does not require a local match, will be used to support a regional effort within the Richmond MMRS to conduct an analysis of capabilities and identify measures to enhance the regional medical surge response and capacity of the Counties of Henrico, Chesterfield, Hanover, Goochland, New Kent, the City of Richmond, affiliated health districts for these localities, and appropriate private sector partners. The additional grant funding brings the total amount to \$87,000 and was allocated by the MMRS Steering Committee at its April, 2012 meeting in order to ensure that the project can move forward.

RESOLUTION – Award of Construction Contract – Fire Station #1 Renovations.

This resolution awards a construction contract to **Gulf Seaboard General Contractors, Inc., in the amount of \$88,800** for renovations to the existing kitchen and dayroom at Fire Station #1 located at 110 Azalea Avenue. The renovations include demolition of interior partitions, asbestos abatement, and installation of new cabinetry, appliances, plumbing fixtures, light fixtures, HVAC equipment, and a new storefront entrance to replace an existing failing exterior door.

The Fire Station will remain fully functional during construction.

The project is to be substantially complete within 150 days of the award of notice to proceed. The project is phased for a 90-day preconstruction phase whereby all approved construction material will need to be onsite before the start of the 60-day onsite construction phase.

The County received nine bids on May 1, 2012 in response to IFB# 12-9230-3CE, inclusive of Addenda 1, 2, & 3, as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Additive Alternate</u> <u>1</u>	<u>Total</u>
Gulf Seaboard General Contractors, Inc.	\$84,000.00	\$4,800.00	\$88,800.00
Evans Construction, Inc.	\$84,449.00	\$4,890.00	\$89,339.00
Haley Builders, Inc.	\$87,000.00	\$5,000.00	\$92,000.00
Brooks & Co. General Contractors, Inc.	\$87,500.00	\$5,600.00	\$93,100.00

Virtexco Corporation	\$107,000.00	\$3,900.00	\$110,900.00
L&M Electric & Plumbing LLC	\$110,000.00	\$4,500.00	\$114,500.00
HSL, Inc. d/b/a Loudin Building Systems	\$128,483.00	\$5,800.00	\$134,283.00
Lifecycle Construction Services, LLC	\$129,762.00	\$4,656.00	\$134,418.00
Eagle Commercial Construction, LLC	\$136,000.00	\$3,000.00	\$139,000.00

The Director of General Services and the Fire Chief recommend that the Board award a contract in the amount of **\$88,800** to **Gulf Seaboard General Contractors, 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. Funding to support the contract is available within the project budget.

RESOLUTION – Award of Construction Contract – North Park Branch Library Repainting and Carpet Replacement.

This resolution awards a construction contract to **Woodland Construction, Inc.**, in the amount of **\$89,800**. The project consists of interior repainting and the replacement of all carpet at the North Park Branch Library, located at 8508 Franconia Road.

The Library will remain fully functional during construction.

The project is to be substantially complete within 105 days of the award of notice to proceed. The project is phased for all work to occur after business hours.

The County received five bids on May 1, 2012 in response to IFB# 12-9231-3CE, inclusive of Addendum 1, as follows:

<u>Bidder</u>	<u>Base Bid</u>	<u>Total</u>
Woodland Construction, Inc.	\$89,800.00	\$89,800.00
L&M Electric and Plumbing, LLC	\$94,000.00	\$94,000.00
Caspian Construction, LLC	\$95,000.00	\$95,000.00
Suburban Remodeling Corp. (SRC, Inc.)	\$98,900.00	\$98,900.00
Hodgman’s, Inc.	\$106,778.00	\$106,778.00

The Director of General Services and the Director of Libraries recommend that the Board award a contract in the amount of **\$89,800** to **Woodland Construction, Inc.**, as the lowest responsive and responsible bidder, and authorize the County Manager, or the Director of General Services as his designee, to execute change orders not to exceed 15% of the original

contract amount. The County Manager concurs. Funding to support the contract is available within the project budget.

RESOLUTION - Signatory Authority - Lease - Capital Region Workforce Partnership - City of Richmond.

As fiscal agent for the Capital Region Workforce Partnership, the County has negotiated a lease for 15,185 square feet of office space at 203 E. Cary Street in the City of Richmond for use by various public and private entities to provide training and other services pursuant to the Workforce Investment Act of 1998 (“WIA”).

The Board paper authorizes the County Manager to execute the lease for 96 months commencing November 1, 2012 and expiring October 31, 2020 at the first year rental will be \$238,640.50 and will increase 3% each year thereafter. This long-term lease will be funded through annual WIA federal grants and is subject to annual appropriation by the Board.

The Directors of the Capital Region Workforce Partnership and Real Property recommend approval of this Board paper; the County Manager concurs.

RESOLUTION - Acquisition of Annie B. Fair Property - North Gayton Road Project - Three Chopt District.

This Board paper authorizes settlement of the condemnation suit styled *Board of Supervisors of Henrico County, Virginia v. Annie B. Fair* pending in the Henrico County Circuit Court.

The case involves the taking of 2,134 square feet of fee simple right-of-way, 46 square feet of permanent slope and drainage easement, 519 square feet of temporary construction easement, and 1,043.74 square feet of permanent easement for Virginia Electric and Power Company, all for the North Gayton Road project. The subject property is located on Kain Road in the Three Chopt District. The owner has agreed to accept \$8,000.00 as just compensation for the property taken by the County.

The Directors of Real Property and Public Works and the County Attorney recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION – Authorization to Accept an Allocation of Grant Funding from the Virginia Department of Emergency Management’s FY 2009 State Homeland Security Grant Program.

This Board paper authorizes the County Manager to accept an allocation of \$2,800 in grant funding from the FY 2009 State Homeland Security Grant Program as administered through the Virginia Department of Emergency Management. The grant, which requires no local match, will be used by the Department of Social Services to purchase equipment to support and expedite registration of evacuees, pets, and other logistical needs in the emergency shelter environment in Henrico County.