

**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, November 26, 2013**, 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:

- | | |
|------------------|--|
| 4:30 – 5:15 p.m. | 2014 Legislative Program |
| 5:15 – 5:45 p.m. | Proposed Plan of Development for Varina Area Library |
| 5:45 – 6:15 p.m. | Stream Mitigation Credits for Cobb Creek Reservoir Project |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
November 21, 2013

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
November 26, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT PRAYER

APPROVAL OF MINUTES – November 12, 2013, Regular and Special Meeting Minutes

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEMS

- 217-13 Resolution - POD2013-00371 - Approval of a Plan of Development for Libbie Mill Library - Brookland District.
- 218-13 Ordinance - Vacation of Building Line - Lot 5, Block D, Section A of Farmington Subdivision - Tuckahoe District.

PUBLIC COMMENTS

GENERAL AGENDA

- 219-13 Resolution - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2013 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.
- 220-13 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2013-14 Annual Fiscal Plan to Reappropriate Funds for Continuing Grant Programs and Certain Unencumbered Balances from FY 2012-13.
- 221-13 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2013-14 Annual Fiscal Plan: December, 2013.
- 222-13 Resolution - Award of Construction Contract - Replacement of Centrifugal Chiller at Henrico Jail West - Brookland District.
- 223-13 Resolution - Signatory Authority - Acquisition of Right-of-Way, Easements and Residue Parcel - North Gayton Road Project - Three Chopt District.
- 224-13 Resolution - Signatory Authority - Engagement Letter for Legal Services for Condemnation Proceedings - Cobbs Creek Reservoir Project.

- 225-13 Resolution - Award of Construction Contract - Lakeside to Strawberry Hill Sewage Pumping Station - Flow Equalization Pipeline - Fairfield District.
- 226-13 Resolution - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2014-15.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
November 26, 2013**

PUBLIC HEARING ITEMS

RESOLUTION - POD2013-00371 - Approval of a Plan of Development for Libbie Mill Library - Brookland District.

This Board paper is for Board of Supervisors' approval of a plan of development, as required by Sections 24-11(b) and 24-106 of the Henrico County Code, to construct a three-story, 59,975 square foot public library with parking and related site improvements. The 3.32-acre site is located in the center of the 80-acre Libbie Mill property, located southwest of the intersection of Staples Mill Road and Bethlehem Road, on part of parcels 773-740-5043 and 773-739-8155. The property is zoned UMUC, Urban Mixed Use District (Conditional), and is located in the Brookland District.

The Department of Planning has coordinated the review of the plan of development with all County departments and has held a meeting with the project engineer and appropriate representatives from the Department of General Services, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, the Office of Building Construction and Inspections, and the Virginia Department of Transportation. All design issues raised during the review of the project have been resolved.

The Director of Planning recommends approval of the plan of development, subject to the staff recommendations, the staff plan dated **November 26, 2013**, and the conditions listed in the Board paper, and the County Manager concurs.

ORDINANCE - Vacation of Building Line - Lot 5, Block D, Section A of Farmington Subdivision - Tuckahoe District.

This ordinance will vacate the front building line on the plat of Lot 5, Block D, Section A of the Farmington subdivision.

The owner, Alvaro Medina, recently constructed a front porch which violates the front building line. This vacation would allow him to retain the front porch. The Real Property Department has processed this request through the Departments of Planning, Public Utilities and Public Works without objection.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2013 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

This Board paper receives the Annual Financial Report of the County of Henrico for the fiscal year ended June 30, 2013, as audited by KPMG LLP, Certified Public Accountants. Representatives of the firm will be present and available for comment regarding this report. In addition, this Board paper acknowledges the discharge by the Audit Committee of its duties and responsibilities.

INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2013-14 Annual Fiscal Plan to Reappropriate Funds for Continuing Grant Programs and Certain Unencumbered Balances from FY 2012-13.

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 by first publishing a notice of a public hearing. The notice shall state 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 required advertising for December 3, 2013. A separate paper will be submitted at the public hearing on Tuesday, December 10, 2013, for Board action in amending the Annual Fiscal Plan and appropriating funds for expenditure, as applicable. The amendments may be approved after the public hearing at that same meeting.

INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2013-14 Annual Fiscal Plan: December, 2013.

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 by first publishing a notice of a public hearing. The notice shall state 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 required advertising for December 3, 2013. A separate paper will be submitted at the public hearing on Tuesday, December 10, 2013, for Board action in amending the Annual Fiscal Plan and appropriating funds for expenditure, as applicable. The amendments may be approved after the public hearing at that same meeting.

RESOLUTION - Award of Construction Contract - Replacement of Centrifugal Chiller at Henrico Jail West - Brookland District.

This Board paper would award a construction contract to Chamberlain Mechanical Service, Inc. for \$187,960.00 to replace a 20-year-old centrifugal chiller at Henrico Jail West. The project includes necessary piping changes, electrical work, controls, and additional work as required. The construction is anticipated to be complete in March 2014.

The County received seven bids on October 24, 2013 in response to IFB# 13-9465-9JK and Addenda Nos. 1, 2 and 3 as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
Chamberlain Mechanical Service, Inc.	\$ 187,960.00
Bayside Contracting, Inc.	\$ 199,777.00
Waco, Inc.	\$ 200,863.00
Warwick Plumbing & Heating Corp.	\$ 205,708.00
Southern Air, Inc.	\$ 212,110.00
Tune & Toler, Inc.	\$ 214,900.00
Southworth Mechanical Corporation	\$ 234,750.00

The Board paper would award a contract to Chamberlain Mechanical Service, Inc. as the lowest responsive and responsible bidder. Funding for this project is available within the budget. The Board paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders, not to exceed 15% of the original amount of the contract.

The Director of General Services and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Acquisition of Right-of-Way, Easements and Residue Parcel - North Gayton Road Project - Three Chopt District.

This Board paper authorizes the acquisition of 27,911 square feet of fee simple right-of-way, 10,429 square feet of permanent slope and drainage easements, 7,386 square feet of temporary construction easements, and a .583 acre residue parcel, all for the North Gayton Road project. The property is located at 4784 Minor Road. The owner has agreed to accept \$6,725, plus the \$44,820 previously deposited with the Circuit Court Clerk, as just compensation for the right-of-way and easements and \$3,000 for the residue parcel.

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

RESOLUTION - Signatory Authority - Engagement Letter for Legal Services for Condemnation Proceedings - Cobbs Creek Reservoir Project

This paper authorizes the Chairman of the Board and the County Manager, either of whom may act, to sign an engagement letter dated October 9, 2013, that provides for legal services for any condemnation proceedings that may be required in connection with the Cobbs Creek Reservoir project in Cumberland County. In August, 2010, the Board approved a Memorandum of Understanding that makes Henrico County responsible for all reasonable

costs, including attorney's fees, to be incurred by Cumberland County in acquiring property and easements for Henrico County by condemnation.

RESOLUTION - Award of Construction Contract - Lakeside to Strawberry Hill Sewage Pumping Station - Flow Equalization Pipeline - Fairfield District.

This resolution awards a \$22,700,000 construction contract to Oscar Renda Contracting, Inc. for the Lakeside to Strawberry Hill Sewage Pumping Station (SPS) – Flow Equalization Pipeline project.

The project will construct approximately 2.4 miles of 108-inch diameter fiberglass-reinforced plastic sewer pipe to augment the existing pipelines and equalize flows in the system and to modify sewer manholes by installing vents for pressure relief. The project area extends from Chamberlayne Avenue near Richfield Place Apartments in new easements along Upham Brook and the Virginia Power lines to the Strawberry Hill SPS located at 4800 Vawter Avenue and along the existing sewer line that starts on Wilkinson Road where Upham Brook crosses and runs northeast just outside the eastern boundary of Chickahominy Bluffs to Fulham Ct. The purpose of the project is to provide six million gallons of additional storage and increase the capacity to the Strawberry Hill SPS. The work will begin in February 2014 and completed by December 2017. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Bids were received on September 11, 2013. The bidders and bid amounts are as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Oscar Renda Contracting, Inc. Roanoke, TX	\$22,700,000.00
Garney Companies, Inc. Kansas City, MO	\$29,084,710.00
S. J. Louis Construction Rockville, MN	\$30,282,500.00
Thalle Construction Company, Inc. Hillsborough, NC	\$30,309,110.00
American Infrastructure Glen Allen, VA	\$30,954,000.00
Layne Heavy Civil, Inc. Fairburn, GA	\$33,335,179.00
Corman Construction, Inc. Annapolis, MD	\$36,262,950.00
Sargent Corporation Stillwater, ME	\$40,540,895.00

After a review and evaluation of all bids received, it was determined that Oscar Renda Contracting, Inc. is the lowest responsive and responsible bidder.

This Board paper grants signatory authority to the County Manager to execute a contract in a form approved by the County Attorney. It also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

The Director of Public Utilities and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2014-15.

This Board paper authorizes the Director of Public Works to submit a letter of intent to participate in the Revenue Sharing Program of the Virginia Department of Transportation (the "Program") for Fiscal Year 2014-15. The program allocates state matching funds for local highway construction and maintenance projects.

The County has identified four projects that are eligible for state matching funds: (1) construction of approximately 630 feet of sidewalk on Beulah Road, (2) construction of approximately 6,760 feet of sidewalk on Nuckols Road, (3) construction of approximately 900 feet of sidewalk on Prince Henry Drive, and (4) construction of approximately 3,530 feet of sidewalk on Wistar Road. All four projects will include the installation of pedestrian ramps and curb and gutter where needed.

The County's cost estimate for these four projects is \$2,461,000, and the County wishes to apply for \$1,188,500 in state matching funds. The County must submit a letter of intent to participate in the program.

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