

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**November 27, 2018**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** - November 13, 2018, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

281-18                Resolution - To Recognize and Commemorate the Fiftieth Anniversary of the County Attorney's Office.

**RESIGNATION/APPOINTMENTS**

282-18                Resolution - Resignation of Member from Board of Directors - Economic Development Authority.

283-18                Resolution - Appointment of Members to Board of Directors - Economic Development Authority.

284-18                Resolution - Appointment of Member - Richmond Region Regional Planning District Commission.

**PUBLIC HEARING ITEM**

285-18                Resolution - Signatory Authority - Conveyance of Real Estate - 3908 Arden Road - Fairfield District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

286-18                Resolution - Supporting the Naming of the Meadow Road Overpass on Interstate 64 as the Trooper Mark Barrett Memorial Bridge.

287-18                Introduction of Resolution - Receipt of Requests for Amendments to the FY 2018-19 Annual Fiscal Plan: December, 2018.

288-18                Resolution - Signatory Authority - Virginia Water and Wastewater Agency Response Network Mutual Aid Agreement.

- 289-18 Resolution - Award of Annual Contracts - Engineering Services for Drainage Projects.
- 290-18 Resolution - Award of Contract - Virginia Home for Boys and Girls Stream Restoration Project - Brookland District.
- 291-18 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - Woodman Road Extended Multi-Use Trail - Brookland and Fairfield Districts
- 292-18 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - 1-64 at Parham Road Interchange Modification Report - Three Chopt District.
- 293-18 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - N. Parham Road Sidewalk and Traffic Signal Improvements - Three Chopt and Tuckahoe Districts.
- 294-18 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - Three Chopt Road Sidewalk - Three Chopt and Tuckahoe Districts.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
November 27, 2018**

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**PRESENTATION**

**RESOLUTION - To Recognize and Commemorate the Fiftieth Anniversary of the County Attorney's Office.**

This Board paper recognizes and commemorates the fiftieth anniversary of the Henrico County Attorney's Office, which was established on July 1, 1968. Over the past five decades of tremendous growth and change in the County, the office has participated in many important local and regional projects, handled significant state and federal litigation, and provided day to day advice to all officials and employees of the County and its boards and commissions.

**RESIGNATION/APPOINTMENTS**

**RESOLUTION - Resignation of Member from Board of Directors - Economic Development Authority.**

This Board paper accepts the resignation of **David L. Maiden** from the Board of Directors of the Economic Development Authority as a Brookland District representative.

**RESOLUTION - Appointment of Members to Board of Directors - Economic Development Authority.**

This Board paper appoints the following persons to the Board of Directors of the Economic Development Authority for four-year terms expiring November 13, 2022, or thereafter, when their successors shall have been appointed and qualified:

Brookland District	_____
Tuckahoe District	Susan W. Custer
Varina District	S. Floyd Mays, Jr.

This Board paper also appoints the following person to the Board of Directors of the Authority for an unexpired term ending November 13, 2020, or thereafter, when a successor has been appointed and qualified:

Brookland District	_____
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**RESOLUTION - Appointment of Member - Richmond Region Regional Planning District Commission.**

This Board paper appoints **Daniel J. Schmitt**, a member of the Board of Supervisors, to the Richmond Regional Planning District Commission for a term coincident with his term of office on the Board of Supervisors.

## **PUBLIC HEARING ITEM**

### **RESOLUTION - Signatory Authority - Conveyance of Real Estate - 3908 Arden Road - Fairfield District.**

This Board paper authorizes the County Manager and Chairman of the Board of Supervisors to execute documents to convey a residential building lot located at 3908 Arden Road in Timberlake Property subdivision to Southside Community Development and Housing Corporation, a non-profit corporation providing services and programs to residents of the County and Central Virginia. Southside Community Development and Housing Corporation will construct a single family home on the lot for sale to a low-income first time purchaser. The lot was acquired by a Special Commissioner's Deed in lieu of back taxes and is not needed for County purposes.

The Directors of Community Revitalization, Finance and Real Property recommend approval; the County Manager concurs.

## **PUBLIC COMMENTS**

## **GENERAL AGENDA**

### **RESOLUTION - Supporting the Naming of the Meadow Road Overpass on Interstate 64 as the Trooper Mark Barrett Memorial Bridge.**

While participating in the Virginia Department of State Police Search and Recovery Team's annual dive training exercises on September 14, 2010, at Lake Anna in Louisa County, Trooper Mark Barrett experienced a medical complication underwater. Trooper Barrett passed away later that night at Henrico Doctors' Hospital. The Virginia State Police Association (VSPA) has requested the introduction of legislation during the 2019 Session of the Virginia General Assembly designating the Meadow Road overpass on Interstate 64 at mile marker 202 as the Trooper Mark Barrett Memorial Bridge. This resolution expresses support for VSPA's request and agrees to the use of County funds for appropriate signage per Section 33.2-213 of the Code of Virginia.

### **INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the FY 2018-19 Annual Fiscal Plan: December 2018.**

This Board paper introduces a resolution to amend the annual fiscal plan for fiscal year 2018-19. The requested amendments are shown in a list dated November 20, 2018, provided by the County Manager to the Board of Supervisors.

Pursuant to Virginia Code Section 15.2-2507, the County may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing notice of a meeting and public hearing once in a newspaper having general circulation in the County at least seven days prior to the meeting date. The notice states the intent of the Board of Supervisors to amend the budget and includes a brief synopsis of the proposed budget amendments.

The budget amendments that are the subject of this paper are greater than one percent of the total expenditures shown in the currently adopted budget. Therefore, to comply with the notice requirement, this paper directs the Clerk of the Board to advertise, in the Richmond Times-Dispatch on December 4, 2018, a synopsis of the proposed amendments and a public hearing to be held on December 11, 2018. A separate paper will be submitted to the Board to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the December 11, 2018, public hearing.

**RESOLUTION - Signatory Authority - Virginia Water and Wastewater Agency Response Network Mutual Aid Agreement.**

The U.S. Environmental Protection Agency encourages the development of agency response networks to deal with water and wastewater infrastructure emergencies. The Virginia section of the American Water Works Association and the Virginia Water Environment Association have formed the Virginia Water and Wastewater Agency Response Network (“VA WARN”) Committee to create such a network in Virginia.

The VA WARN program will endeavor to provide emergency assistance to members that sustain significant damage to utility facilities. The intent is to deploy rapid, short-term emergency services to restore critical operations of impacted utilities. There is no cost to participate in the program.

To implement the program, the Committee has prepared the Virginia Water and Wastewater Agency Response Network Mutual Aid Agreement (the “Agreement”) for execution by public and private providers of water and wastewater services. Under the Agreement, a member that requires assistance will submit a written request, and other members will assess their ability to help. Responding members will use their own employees and equipment and subsequently bill the requesting member for their costs. The Agreement supplements the Statewide Mutual Aid Program administered by the Virginia Department of Emergency Management, the Emergency Management Assistance Compact, and other local mutual aid agreements.

The Board paper grants signatory authority to the County Manager to execute the Agreement.

The Director of Public Utilities, the Fire Chief, and the Emergency Manager recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Award of Annual Contracts - Engineering Services for Drainage Projects.**

This Board paper would award contracts to Timmons Group, Inc. (Timmons) and A. Morton Thomas & Associates (AMT) to provide annual engineering services for drainage projects on an as-needed basis.

On September 21, 2018, eight proposals were received in response to RFP #18-1736-8JCK. Based upon review and evaluation of the proposals, the selection committee interviewed the following firms:

Timmons Group, Inc.  
A. Morton Thomas & Associates, Inc. (AMT)  
Whitman, Requardt & Associates, LLP  
Woolpert, Inc.

Based on the written proposals and interviews, the selection committee selected Timmons and AMT as the top-ranked firms and negotiated unit cost and hourly rate schedules with each firm.

Each contract will be for the period from December 1, 2018, to November 30, 2019, with the option for the County to renew the contract for two additional one-year terms.

Fees for each contract shall not exceed \$300,000 for a single project and \$1,500,000 per one-year term. Compensation will be based upon the negotiated unit cost and hourly rate schedules. Funding to support the contracts is available within the Public Works budget.

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

**RESOLUTION - Award of Contract - Virginia Home for Boys and Girls Stream Restoration Project - Brookland District.**

This Board paper would award a contract to River Works in the amount of \$509,299.30 for the Virginia Home for Boys and Girls stream restoration project. The project will improve the water quality of the stream and satisfy a portion of the County's MS4 Permit requirements.

The project will include installation of in-stream structures, floodplain bench grading, seeding, and planting along 1,000 linear feet of an unnamed tributary of Hungary Creek. The construction is anticipated to begin in January 2019 and to be completed in August 2019.

The County received six bids on September 26, 2018, in response to ITB No. 18-1732-8JOK and Addenda Nos. 1-3 as follows:

<b>Bidder</b>	<b>Total Bid</b>
River Works	\$509,299.30
Dorin Landscaping	\$559,497.28
Fluvial Solutions	\$565,974.50
Finish Line Environmental	\$590,870.38
Environmental Quality Resources	\$649,293.00
HGS	\$767,014.00

For selection and evaluation purposes, the lowest responsive and responsible bid was determined by multiplying the unit prices times the unit quantities specified in the bid

documents. Based upon a review of the bids, River Works is the lowest responsive and responsible bidder.

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

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - Woodman Road Extended Multi-Use Trail - Brookland and Fairfield Districts.**

This Board paper would authorize the County Manager to execute a project administration agreement with the Virginia Department of Transportation (VDOT) under which the County will construct a 0.60-mile long, 12-foot wide multi-use trail along the west side of the Woodman Road Extended project between Greenwood Road and the western boundary of the River Mill Development.

The estimated cost of construction is \$345,000. VDOT will reimburse the County up to \$252,000 for the construction cost from the federal Transportation Alternatives Program, and the County will pay the remainder of the project cost.

The County will provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state, and local requirements for design, right-of-way acquisition, and construction of the project.

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - I-64 at Parham Road Interchange Modification Report - Three Chopt District.**

This Board paper would authorize the County Manager to execute a project administration agreement with the Virginia Department of Transportation (VDOT) under which the County will prepare a preliminary engineering study of possible modifications of the I-64 interchange at Parham Road.

The estimated cost of the study is \$600,000. VDOT will reimburse the County 100% of the eligible project cost from the Regional Surface Transportation Program. Because of VDOT charges, the estimated reimbursement to the County is \$575,000.

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - N. Parham Road Sidewalk and Traffic Signal Improvements - Three Chopt and Tuckahoe Districts.**

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will design and construct approximately 3,150 feet of sidewalk between the entrance to J. R. Tucker High School and Old Skipwith Road, install a traffic signal at the intersection of N. Parham Road and Homeview Drive, and upgrade the traffic signal at the intersection of N. Parham Road and Skipwith Road.

The estimated cost of the project is \$4,995,000. VDOT will reimburse the County 100% of the eligible project cost up to \$3,125,000 from the Regional Surface Transportation Program. Because of VDOT charges, the expected amount of reimbursement to the County is \$3,019,000, and the County will pay the remainder of the project cost.

The Board paper authorizes the County Manager to execute the VDOT agreement in a form approved by the County Attorney.

The County will provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state, and local requirements for design, right-of-way acquisition, and construction of the project.

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - Three Chopt Road Sidewalk - Three Chopt and Tuckahoe Districts.**

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will design and construct approximately 3,290 feet of sidewalk on Three Chopt Road between Bexhill Road and Dinwiddie Avenue.

The estimated cost of the project is \$2,165,000. VDOT will reimburse the County 100% of the eligible project cost from the Regional Surface Transportation Program. Because of VDOT charges, the estimated reimbursement to the County is \$2,100,000.

The Board paper authorizes the County Manager to execute the VDOT agreement in a form approved by the County Attorney.

The County will provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state, and local requirements for design, right-of-way acquisition, and construction of the project.

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