

**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, June 27, 2023, at 5:30 p.m.** in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

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

5:30 - 5:45 p.m.	Soar 365 Update
5:45 - 6:00 p.m.	Public Alerting System Update
6:00 - 6:30 p.m.	Recreation & Parks Ordinance Changes
6:30 - 6:40 p.m.	Legislative Update
6:40 - 6:45 p.m.	Review of Regular Meeting Agenda Items

*Tanya N. Brackett*

Tanya N. Brackett, CMC  
Clerk, Henrico County Board of Supervisors  
June 22, 2023

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**June 27, 2023**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – June 13, 2023, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Keep Henrico Beautiful Committee Land Lover and Clean Business Awards.

**APPOINTMENTS/RESIGNATION**

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| 173-23 | Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.                       |
| 174-23 | Resolution - Resignation of Member - Keep Henrico Beautiful Committee.                                      |
| 175-23 | Resolution - Appointment of Member - Keep Henrico Beautiful Committee.                                      |
| 176-23 | Resolution - Appointment of Members - J. Sargeant Reynolds Community College Board.                         |
| 177-23 | Resolution - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors. |
| 178-23 | Resolution - Appointment of Member - Board of Social Services.  |
| 179-23 | Resolution - Appointment of Members - Virginia Transit Association Board of Directors.                      |

**PUBLIC HEARING ITEMS**

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|--------|--|
| 180-23 | Ordinance - To Amend and Reordain Section 14-44 Titled "Advertisements and announcements," Section 14-53 Titled "Reserved," and Section 14-54 Titled "Reserved" of the Code of the County of Henrico to Limit Noise in County Parks and Recreational Facilities and Allow for the Publication of Park Rules and Regulations. |
| 181-23 | Resolution - Declaration of Necessity - Lambert Way - Brookland District.  |
| 182-23 | Resolution - Declaration of Necessity - Magellan Parkway over I-95 Bridge and Approaches - Fairfield District.   |

183-23 Resolution - Declaration of Necessity - Liesfeld Farm Drive Extension - Three Chopt District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

184-23 Resolution - Appropriation of Funds for FY 2023-24 and Approval of Meals Tax Capital Projects for Henrico County Public Schools.

185-23 Resolution - Award of Contract - Annual Professional Engineering Commissioning Services.

186-23 Resolution - Award of Contract - Construction and Maintenance Services for Basketball, Tennis, and Pickleball Courts.

187-23 Resolution - Establishment of Alcohol Policy for All County Recreational Facilities and Parks.

188-23 Resolution - Award of Contract - Hungary Road Sidewalk Improvements - Brookland District.

189-23 Resolution - Award of Contract - Wilkinson Road Bridge Replacement - Fairfield District.



**RESOLUTION - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors.**

This Board paper appoints the following persons to The Cultural Arts Center at Glen Allen Foundation Board of Directors for three-year terms expiring June 30, 2026, or thereafter when their successors have been appointed and qualified:

At-Large	Melissa Andrews
At-Large	Sherman V. Burroughs, IV
At-Large	Scott K. Hammer
At-Large	Juanita B. Leatherberry
At-Large	Syeda Mleeaha Shah

**RESOLUTION - Appointment of Member - Board of Social Services.**

This Board paper appoints the following person to the Board of Social Services for a four-year term expiring June 30, 2027, or thereafter when her successor has been appointed and qualified:

Three Chopt District	Deborah Ann Gribben
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**RESOLUTION - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.**

This Board paper appoints the following persons to the Virginia Transit Association Board of Directors for one-year terms expiring June 30, 2024, or thereafter when their successors have been appointed and qualified:

**Members**

Board of Supervisors	Tyrone E. Nelson
Director of Public Works	Terrell C. Hughes

**Alternates**

Assistant Director of Public Works	E. Todd Eure
Transportation Development Division Director	Sharon S. Smidler

**PUBLIC HEARING ITEMS**

**ORDINANCE - To Amend and Reordain Section 14-44 Titled “Advertisements and announcements,” Section 14-53 Titled “Reserved,” and Section 14-54 Titled “Reserved” of the Code of the County of Henrico to Limit Noise in County Parks and Recreational Facilities and Allow for the Publication of Park Rules and Regulations.**

This ordinance would regulate noise from sound-producing devices in County parks and recreational facilities.

The ordinance would also authorize the Director of Recreation and Parks to publish rules and regulations relating to picnic facilities, playground facilities, recreation facilities, athletic fields, and park grounds. The new rules and regulations would replace the previous guidelines adopted by the Board for certain facilities.

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

**RESOLUTION - Declaration of Necessity - Lambert Way - Brookland District.**

This resolution would declare the necessity and authorize construction of Lambert Way to establish a 2,125-foot public road connection from Phase II of Glover Park to the recently completed Woodman Road Extension and include a shared-use path, curb and gutter, storm sewer, stormwater management, pavement markings, and signs.

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

**RESOLUTION - Declaration of Necessity - Magellan Parkway over I-95 Bridge and Approaches - Fairfield District.**

This resolution would declare the necessity and authorize the construction of Magellan Parkway between Englewood Farms Drive and Scott Road. The improvements include a bridge across Interstate 95 and a new 4-lane curb and gutter roadway with a raised median, a shared-use path for the south side of the roadway, and a sidewalk along the north side.

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

**RESOLUTION - Declaration of Necessity - Liesfeld Farm Drive Extension - Three Chopt District.**

This resolution would declare the necessity and authorize construction of the Liesfeld Farm Drive Extension project which will extend the new roadway approximately 3,500 feet west of N. Gayton Road with a shared-use path, sidewalk, curb and gutter, storm sewer, stormwater management, traffic signal, pavement markings, signs, and maintenance of traffic.

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

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Appropriation of Funds for FY 2023-24 and Approval of Meals Tax Capital Projects for Henrico County Public Schools.**

This Board paper appropriates funds for FY 2023-24 to allow the expenditure of funds budgeted in the County's Annual Fiscal Plans. The Board of Supervisors approved the FY 2023-24 Annual Fiscal Plan on April 25, 2023.

This Board paper also reappropriates to Fiscal Year 2023-24 (i) funds for ongoing capital projects, (ii) funds budgeted in Fiscal Year 2022-23 for the long-term disability benefit program, (iii) funds for all valid outstanding encumbrances as of June 30, 2023, (iv) funds within the Special Revenue Fund for grant programs and donations for specific purposes that extend beyond June 30, 2023, and (v) all unspent asset forfeiture funds within the Special Revenue Fund. These funds are reappropriated to the same department and account for which they were originally appropriated or encumbered.

This Board paper also approves a project-by-project list of capital projects for Henrico County Public Schools to be funded with meals tax resources in the capital budget.

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

**RESOLUTION - Award of Contract - Annual Professional Engineering Commissioning Services.**

This Board paper would award an annual contract to Facility Dynamics Engineering to provide annual professional engineering commissioning services. Sixteen proposals were received in response to RFP No. 23-2487-2JOK.

Based upon review of the proposals, the Selection Committee interviewed the following firms:

Facility Dynamics Engineering  
McDonough Bolyard Peck, Inc.  
Smart Building Strategies, LLC  
Mathew J. Thompson, III Consulting Engineers, Inc.

Based on interviews and review of the written proposals, the Selection Committee selected Facility Dynamics Engineering as the top-ranked firm and negotiated a unit cost rate schedule. The contract will be for a one-year term beginning July 1, 2023, and may be renewed for three additional one-year terms. Compensation for services will be based on the unit cost rate schedule in the contract. The project fees for the contract may not exceed \$2,500,000 for any single project or \$10,000,000 per one-year term.

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

**RESOLUTION - Award of Contract - Construction and Maintenance Services for Basketball, Tennis, and Pickleball Courts.**

This Board paper awards a unit price contract to Tennis Courts, Inc. for construction and maintenance services for the County's basketball, tennis, and pickleball courts, as needed and requested by the Division of Recreation and Parks. Staff estimates annual expenditures under the contract will be \$250,000 per year. Expenditures will not exceed \$1,000,000 in a single contract term.

The contract term will be one year, with two one-year renewal options.

The County received two bids on May 17, 2023, in response to Invitation to Bid No. 23-2523-4EAR and Addenda Nos. 1–3. The bids were as follows:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
Tennis Courts, Inc. Aylett, VA	\$320,560.06
River City Tennis, LLC Midlothian, VA	\$377,772.00

Based on a review of the bids, Tennis Courts, Inc. is the lowest responsive and responsible bidder.

The Director of Recreation and Parks and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Establishment of Alcohol Policy for All County Recreational Facilities and Parks.**

This Board paper authorizes the Division of Recreation and Parks to develop rules for the service and consumption of alcohol within County recreational facilities and parks. The service and consumption of alcohol may only occur within reserved areas of County recreational facilities and parks and only during events subject to a valid special event agreement. The event organizer and any vendors proposing to serve alcohol during the event must hold appropriate and valid licenses from the Virginia Alcoholic Beverage Control Board and must comply with the rules of the Division.

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

**RESOLUTION - Award of Contract - Hungary Road Sidewalk Improvements - Brookland District.**

This Board paper awards a unit price contract in the estimated amount of \$954,625.95 to M&F Concrete, Inc. for the construction of the Hungary Road Sidewalk Improvements project. The project will construct approximately 3,700 linear feet of sidewalk along the north side of Hungary Road between Hardings Way Drive and Hungary Spring Road. The project consists of constructing a 4-foot wide (5-foot in some locations) sidewalk, as well as installing pedestrian signals at the intersections of (i) Hungary Road and Staples Mill Road and (ii) Hungary Road and Hungary Spring Road. Median adjustments will be made to Staples Mill Road and curb ramps will be installed at intersections. Storm drainage improvements, traffic signal modifications, and water service line relocations are also included.

Work on this project is anticipated to begin in July 2023, and it is scheduled to be completed within 270 calendar days.

The County received seven bids on June 13, 2023, in response to ITB No. 23-2514-3JL and Addendum No. 1. The bidders and bid amounts were as follows:



<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
M&F Concrete, Inc.	\$954,625.95
J.L. Kent & Sons, Inc.	\$1,319,920.20
Blakemore Construction Corporation	\$1,354,321.15
Messer Contracting, LLC	\$1,526,044.00
Finley Asphalt & Sealing, Inc.	\$1,533,057.75
Dickerson Construction, LLC	\$1,960,886.75
North Construction, Inc.	\$2,512,325.00

Based upon a review of the bids, M&F Concrete, Inc. is the lowest responsive and responsible bidder.

The final contract amount will be determined upon completion of the project by multiplying the actual unit quantities authorized by the County for construction by the unit prices submitted in the contractor's bid.

The County Manager is authorized to execute the contract in a form approved by the County Attorney.

The County Manager, or the Purchasing Director as his designee, is also authorized to execute change orders within the scope of the project 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 - Wilkinson Road Bridge Replacement - Fairfield District.**

This Board paper would award a construction contract in the amount of \$5,988,930.90 to Kokosing Construction Company, Inc. for the Wilkinson Road Bridge Replacement project. The project consists of the replacement of one triple culvert and two single culverts, as well as all roadway approach work, related drainage work, and associated improvements. The project is located over Upham Brook between Wilkinson Estates Drive and Pony Farm Drive.

Construction work is anticipated to begin in July 2023, and it is scheduled to be completed in March 2025.

The County received six bids on May 17, 2023, in response to ITB No. 23-2506-3JL and Addendum Nos. 1, 2, 3, & 4. The bidders and bid amounts were as follows:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
Kokosing Construction Company, Inc. Westerville, OH	\$5,988,930.90
Bryant Structures, Inc. Toano, VA	\$6,385,660.30
Allan Meyers VA, Inc. Glen Allen, VA	\$6,497,797.00
W.C. English, Incorporated Lynchburg, VA	\$7,048,389.21
Shirley Contracting Company, LLC Lorton, VA	\$7,196,977.50
Abernathy Construction Corporation Glen Allen, VA	\$7,415,627.30

Based upon a review of the bids, Kokosing Construction Company, Inc. is the lowest responsive and responsible bidder.

The final contract amount will be determined upon completion of the project by multiplying the actual unit quantities authorized by the County by the unit prices submitted in the contractor's bid. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget. Funding to support the contract is available within the project budget.

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