

**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, February 25, 2014, at 5:00 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:

5:00 – 5:30 p.m.                      RVA Reality Check Results

5:30 – 6:15 p.m.                      2013 Annual Crime Report



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
February 20, 2014

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**February 25, 2014**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENT PRAYER**

**APPROVAL OF MINUTES** – February 11, 2014, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

Proclamation – Multiple Myeloma Awareness Month – March 2014.

**PUBLIC HEARINGS ITEMS**

- 58-14 Resolution – Amendments to the FY 2013-14 Annual Fiscal Plan: February, 2014.
- 59-14 Ordinance - To Amend and Reordain Chapter 20 of the Code of the County of Henrico by Adding a New Article XII Consisting of Sections 20-841 through 20-855 to Levy a Four Percent Meals Tax.
- 60-14 Resolution - Signatory Authority - Quitclaim of Two Parcels - Relocated Gaskins Road - Tuckahoe District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 61-14 Resolution - Declaration of a Local Emergency.
- 62-14 Resolution – End of Declared Local Emergency.
- 63-14 Resolution - Amendment to Construction Services Agreement - Fire Station No. 9 - Tuckahoe District.
- 64-14 Resolution - Award of Construction Contract - Braxton Avenue Sewer Extension - Brookland District.
- 65-14 Resolution - Award of Construction Contract - Roof Repair/Replacement Water Reclamation Facility and Strawberry Hill SPS - Varina and Fairfield Districts.

66-14 Resolution - Award of Contract - Engineering Design Services - Lakeside Avenue Bridge Replacement - Fairfield District.

67-14 Resolution - Acceptance of Roads – Three Chopt District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
February 25, 2014**

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**PRESENTATION**

**PROCLAMATION – Multiple Myeloma Awareness Month – March 2014.**

Multiple myeloma, the second most common blood cancer worldwide, is a cancer of plasma cells in the bone marrow and is called “multiple” because the cancer can occur at multiple sites. With the support of the International Myeloma Foundation, the Greater Richmond Multiple Myeloma Support Group brings together myeloma patients, caregivers, and family members to share experiences on treatments and outcomes. This proclamation recognizes March 2014 as Multiple Myeloma Awareness Month and encourages the participation of Henrico residents in voluntary activities to support myeloma education and research.

**PUBLIC HEARINGS ITEMS**

**RESOLUTION – Amendments to the FY 2013-14 Annual Fiscal Plan: February, 2014.**

A Board paper was presented on February 11, 2014, which (a) received requests for amendments to the Annual Fiscal Plan, (b) directed the advertisement of same, and (c) set the date for a public hearing. The Board may now receive this paper, which, if approved, amends the Annual Fiscal Plan and appropriates funds for expenditure, as applicable, on February 25, 2014. After the public hearing, at that same meeting, this paper may be approved.

**ORDINANCE - To Amend and Reordain Chapter 20 of the Code of the County of Henrico by Adding a New Article XII Consisting of Sections 20-841 through 20-855 to Levy a Four Percent Meals Tax.**

This Board paper levies a four percent tax on prepared food and beverages, commonly known as a meals tax, beginning on June 1, 2014.

On November 5, 2013, the voters of the County approved a referendum authorizing the Board of Supervisors to levy a meals tax for the purpose of funding the operational needs and capital projects of the Henrico County Public Schools.

In keeping with the purpose approved by the voters, the ordinance expressly provides that the tax is for the purpose of funding the operational needs and capital projects of the Henrico County Public Schools.

**RESOLUTION - Signatory Authority - Quitclaim of Two Parcels - Relocated Gaskins Road - Tuckahoe District.**

This resolution authorizes the Chairman to execute a quitclaim deed releasing any interest the County may have in two unimproved remnant parcels containing 0.002 acre and 0.031 acre, respectively, subject to the reservation of permanent utility easements on the parcels. The parcels are adjacent to Tuckahoe-South subdivision and are no longer needed since Gaskins Road was relocated with the development of Country Club Colony in 1985. The owner of Lot 4 in Block A of the subdivision, which is adjacent to the remnant parcels, would like to landscape the area.

The Real Property Department has processed this request through the Departments of Public Works, Public Utilities, and Planning without objection.

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

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION – Declaration of Local Emergency.**

In anticipation of the effects of impacts from a snow event, the County Manager, in his capacity as Director of Emergency Management issued a declaration of local emergency on February 12, 2014. The County’s Emergency Operations Plan requires the Board to consent to this declaration within 14 days.

**RESOLUTION – End of Declared Local Emergency.**

This action by the Board of Supervisors will officially end the local emergency declared on February 12, 2014.

**RESOLUTION - Amendment to Construction Services Agreement - Fire Station No. 9 - Tuckahoe District.**

On February 28, 2012, the Board awarded a contract to Daniel & Co., Inc. to replace Fire Station No. 9 for \$3,269,000. The contract has since been modified by various change orders to add \$478,978 (14.65%) to the original contract amount.

This resolution would authorize the County Manager to execute a change order for \$48,360 to provide additional erosion and sediment controls, concrete work, suitable backfill, and other minor work as well as to compensate Daniel & Co., Inc. for weather delays and utility company delays. This Board paper is necessary because the change order would increase the contract amount above the 15% ceiling for change orders without Board approval.

Funding for the additional compensation is available within the project budget.

The Director of General Services recommends approval and the County Manager concurs.

**RESOLUTION - Award of Construction Contract - Braxton Avenue Sewer Extension - Brookland District.**

This resolution awards a construction contract for \$508,950 to Piedmont Construction Company, Inc. for the Braxton Avenue Sewer Extension project.

The project includes replacement of approximately 635 feet of 8-inch diameter sewer piping with 16-inch diameter piping, replacement of approximately 695 feet of 8-inch diameter sewer piping with 12-inch diameter piping, and adding approximately 990 feet of 12-inch diameter sewer and associated manholes and sewer service connections along Braxton Avenue. This project is included in the DPU Master Sewer Plan to accommodate projected growth in the area. The work will begin in April and will be completed by October 2014. Funding to support the contract will be provided by the Water and Sewer Enterprise Fund.

Four bids were received on January 7, 2014 in response to IFB #13-9468-9VK and Addenda Nos. 1 and 2:

<u>Bidders</u>	<u>Bid Amounts</u>
Piedmont Construction Company, Inc. Oilville, VA	\$ 508,950
G. L. Howard, Inc. Rockville, VA	\$ 620,950
Henry S. Branscome, LLC Williamsburg VA	\$ 780,748
Perkinson Construction, LLC Prince George, VA	\$ 796,663

After a review and evaluation of all bids received, it was determined that Piedmont Construction Company, Inc. is the lowest responsive and responsible bidder.

This resolution awards the contract to Piedmont Construction Company, Inc. and grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney. The County Manager, or the Purchasing Director 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 Director of Public Utilities and the Purchasing Director recommend approval of this resolution, and the County Manager concurs.

**RESOLUTION - Award of Construction Contract - Roof Repair and Replacement - Water Reclamation Facility and Strawberry Hill Sewage Pumping Station - Varina and Fairfield Districts.**

This resolution awards a construction contract to N.W. Martin & Bros., Inc. in the amount of \$567,079 for replacement of the roof at Strawberry Hill Sewage Pumping Station and replacement of the roofs on the administration and maintenance buildings and replacement of Panel 1 and refurbishment of Panel 2 on the disinfection building at the Water Reclamation Facility. The project will replace or refurbish leaking roofs that are over 25 years old.

The work will begin in April 2014 and will be completed by December 2014. Funding to support the contract will be provided by the Water and Sewer Enterprise Fund.

Bids were received on December 17, 2013, in response to IFB 13-9514-11CE, Addenda Nos.1 and 2:

<u>Bidders</u>	<u>Bid Amounts</u>
N.W. Martin & Bros., Inc. Richmond, VA	\$567,079
Whitley/Service Roofing & Sheet Metal Company Richmond, VA	\$720,465
Reliance Roofing & Waterproofing, Inc. Manassas, VA	\$721,630
Old Dominion Roofing & Construction, Inc. Richmond, VA	\$733,842
Roofing Solutions, Inc. Chatham, VA	\$779,670
Roof Systems of VA, Inc. Richmond, VA	\$837,700

After a review and evaluation of all bids received, it was determined that N.W. Martin & Bros., Inc. is 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. 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 resolution, and the County Manager concurs.

**RESOLUTION - Award of Contract - Engineering Design Services - Lakeside Avenue Bridge Replacement - Fairfield District.**

This Board paper would award an engineering design services contract for \$1,191,044.93 to Johnson, Mirmiran & Thompson, Inc. d/b/a JMT to design the replacement of the Lakeside Avenue Bridge. This project includes a floodplain study, construction of bridge and roadway approaches, and drainage improvements.

The County received three proposals on October 4, 2013 in response to RFP #13-9469-9CS. The Selection Committee (consisting of Messrs. David Gunn, Brian Moore, Rob Tieman, and Jamie Massey, Ms. Margaret-Anne Hilliard, and Mrs. Cecelia Stowe) interviewed all three firms:

JMT  
Rummel, Klepper & Kahl, LLP (d/b/a RKK)  
AECOM Technical Services, Inc.

The Selection Committee selected JMT to provide the engineering services and negotiated a fixed price contract.

Funding to support this contract is available through the County's road maintenance funds.

The Purchasing Director and the Director of Public Works recommend that this contract be awarded to JMT, and the County Manager concurs.

**RESOLUTION - Acceptance of Roads - Three Chopt District.**

This Board paper would accept the following named and described sections of roads into the County road system for maintenance.

- 1) 0.57 miles of Bentley, Section 1. Three Chopt District.

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