

**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 24, 2016, at 5:30 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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| 5:30 - 6:00 p.m. | Richmond Metropolitan Transportation Authority (RMTA) Update |
| 6:00 - 6:30 p.m. | Overview of Proposed Bond Referendum |
| 6:30 - 6:40 p.m. | Varina Area Library Opening Schedule |
| 6:40 - 6:50 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
May 19, 2016

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
May 24, 2016
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – May 10, 2016, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEM

100-16 Resolution - Signatory Authority - Lease of County Property - 10791 Old Washington Highway - Brookland District.

PUBLIC COMMENTS

GENERAL AGENDA

- 101-16 Resolution – Signatory Authority – Contract Amendment for Architectural and Engineering Services – Libbie Mill Area Library.
- 102-16 Resolution – To Accept a Text-to-911 Grant From the Virginia E-911 Services Board.
- 103-16 Resolution – To Accept an Education Program Grant From the Virginia E-911 Services Board.
- 104-16 Resolution - Award of Contract - Engineering Design and Construction Administration Services - SCADA Systems Replacement.
- 105-16 Resolution - Signatory Authority - VDOT Agreement - Pedestrian and Signal Improvements on Azalea Avenue and Wilkinson Road - Project #9999-043-831 (UPC 106299) - Fairfield District.
- 106-16 Resolution - Signatory Authority - Extension of Term of VDOT Agreement - Revenue Sharing Program.
- 107-16 Introduction of Resolution - Receipt of Requests for Amendments to the FY 2015-16 Annual Fiscal Plan: June, 2016.
- 108-16 Resolution – Settlement of Personal Injury Claim of George Edward Weaver.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
May 24, 2016**

PUBLIC HEARING ITEM

RESOLUTION - Signatory Authority - Lease of County Property - 10791 Old Washington Highway - Brookland District.

This Board paper authorizes the County Manager to execute a lease agreement with a new tenant for a single-family dwelling on 2.47 acres owned by the County at 10791 Old Washington Highway. The dwelling has been leased since 2013.

The new one-year lease will commence June 1, 2016. The tenant, Andrew Tyler Maxwell, will pay monthly rent of \$850 and will be responsible for maintaining the property. The lease will renew annually unless the tenant or the County gives 60 days advance written notice of non-renewal.

The Directors of Real Property and Recreation and Parks recommend approval of this paper, and the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Signatory Authority - Contract Amendment for Architectural and Engineering Services - Libbie Mill Area Library.

This resolution authorizes the County Manager to execute an amendment to the architectural and engineering services contract with BCWH, Inc. for the Libbie Mill Area Library. The original contract amount was \$1,963,870, and there have been four amendments that increased the contract amount to \$2,236,333. Additional services are required to complete the plans for the unfinished third floor of the library. The Board's approval is necessary because this amendment, when combined with the other four amendments, would increase the original contract amount by more than 15%.

The fee for additional design and construction administration services is \$262,829, and the new contract amount will be \$2,499,162.

Funding for this contract amendment is available within the project budget. The Director of General Services, Director of Libraries, and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - To Accept a Text-to-911 Grant From the Virginia E-911 Services Board.

This Board paper accepts a Wireless E-911 Public Safety Answering Point (PSAP) Text-to-911 grant, in the amount of \$272,054, from the Virginia E-911 Services Board. This will be a multijurisdictional project with Chesterfield County and Richmond City PSAP centers. The Police Division will be the fiscal agent for this grant, which requires no local match.

RESOLUTION - To Accept an Education Program Grant From the Virginia E-911 Services Board.

This Board paper accepts a Wireless E-911 Public Safety Answering Point (PSAP) Education Program grant, in the amount of \$2,000, from the Virginia E-911 Services Board. The Police Division will use this grant, which requires no local match, to enable Division personnel to attend informational regional emergency communications conferences during FY2017.

RESOLUTION - Award of Contract - Engineering Design and Construction Administration Services - SCADA Systems Replacement.

This Board paper awards a contract for \$3,936,735 to Arcadis U.S., Inc. to provide engineering design and construction administration services to replace the Supervisory Control and Data Acquisition (SCADA) systems for 34 water and sewer pumping stations as well as the Water Treatment Facility and the Water Reclamation Facility. SCADA systems transmit equipment operating data for remote equipment monitoring and control.

On October 23, 2015, the County received 10 proposals in response to RFP# 15-1037-8CS and Addendum No. 1. The Selection Committee (Mr. William Mawyer, Ms. Kim Lenhart, and Ms. Marchelle Sossong) interviewed the following firms:

Arcadis U.S., Inc.
EMA, Inc.,
Gannett Fleming, Inc.

The Selection Committee selected Arcadis U.S., Inc. as the top-ranked firm and negotiated a fixed price contract for the lump sum of \$3,936,735.

The Board paper also authorizes the County Manager to execute the contract in a form approved by the County Attorney and change orders not to exceed 15% of the contract amount.

Funding to support the agreement will be provided by the Water and Sewer Revenue Fund.

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

RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - Pedestrian and Signal Improvements on Azalea Avenue and Wilkinson Road - Project #9999-043-831 (UPC 106299) - Fairfield District.

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will (1) construct sidewalks, upgrade traffic signals, install crosswalks, and provide a pavement overlay on Azalea Avenue between Thrush Lane and Richmond-Henrico Turnpike and (2) construct sidewalks on Wilkinson Road between Kirkland Drive and Azalea Avenue. The estimated cost for preliminary engineering, utility relocation, and construction is \$1,615,000. VDOT will reimburse 100% of the project cost from Federal Congestion Mitigation and Air Quality (CMAQ) Funds.

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

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

RESOLUTION - Signatory Authority - Extension of Term of VDOT Agreement - Revenue Sharing Program.

This Board paper would grant signatory authority to extend the term of an existing agreement with the Virginia Department of Transportation (VDOT) for participation in the Revenue Sharing Program (the "Program") for local highway projects. Under the agreement, which was entered into on November 6, 2013, the County pays the local share of the costs of preliminary engineering, right-of-way acquisition, and construction of qualifying projects. Under the agreement, the County has received state funds of \$3,590,500 for 13 projects to match County funds of \$3,867,100; and

The agreement expires on June 30, 2016, and would be extended for an additional three-year term.

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

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

INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2015-16 Annual Fiscal Plan: June, 2016.

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 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 7, 2016, and the public hearing for June 14, 2016. 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 14, 2016, public hearing.

RESOLUTION – Settlement of Personal Injury Claim of George Edward Weaver.

The purpose of this paper is to approve the settlement of the personal injury claim of George Edward Weaver. On April 26, 2016, the Self-Insurance Trustees voted unanimously to recommend approval of the settlement to the Board.