

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
July 23, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT PRAYER

APPROVAL OF MINUTES – July 9, 2013, Regular and Special Meeting Minutes

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEM

156-13 Resolution - Authorizing the County Manager to Submit the Henrico County 2013-2014 Annual Consolidated Plan, Including the CDBG and HOME Program Plans for 2013-2014; to Execute the CDBG and HOME Agreements for Program Year 2013-2014; and to Execute Contracts Necessary to Implement the CDBG and HOME Program Activities.

PUBLIC COMMENTS

GENERAL AGENDA

157-13 Introduction of Ordinance – To Amend and Reordain Section 2-48 Titled “Bonds,” Section 16-4 Titled “Purchasing system established,” Section 16-6 Titled “Powers and duties of director of general services,” Section 16-7 Titled “Delegation of authority by director of general services,” Section 16-8 Titled “Establishment of operational procedures,” Section 16-9 Titled “Purchases for volunteer rescue squads,” Section 16-10 Titled “Unauthorized purchases,” Section 16-11 Titled “Disposal of obsolete or unusable property,” Section 16-12 Titled “Sale of surplus property,” Section 16-43 Titled “Award of contracts generally,” Section 16-44 Titled “Receiving and processing of bids for construction,” Section 16-45 Titled “Exceptions to requirement for competitive procurement,” Section 16-47 Titled “Debarment,” and Section 16-48 Titled “Negotiation with lowest responsible bidder,” and to Repeal and Reserve Section 16-5 Titled “Appointment of director of general services,” of the Code of the County of Henrico, to Change the Bonding Requirement and Responsibility for County Procurement from the Director of General Services to the Purchasing Director.

- 158-13 Resolution – Award of Construction Contract – Henrico East Health Clinic –
Fairfield District.
- 159-13 Resolution - Signatory Authority - Sublease - Commonwealth of Virginia -
Capital Region Workforce Center - 121 Cedar Fork Road - Fairfield District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
July 23, 2013**

PUBLIC HEARING ITEM

RESOLUTION - Authorizing the County Manager to Submit the Henrico County 2013-2014 Annual Consolidated Plan, Including the CDBG and HOME Program Plans for 2013-2014; to Execute the CDBG and HOME Agreements for Program Year 2013-2014; and to Execute Contracts Necessary to Implement the CDBG and HOME Program Activities.

This resolution authorizes the County Manager to submit the Henrico County 2013-2014 Annual Consolidated Plan containing the CDBG and HOME Program Year 2013-2014 Plans to the United States Department of Housing and Urban Development (HUD). It also authorizes the County Manager to execute contracts with HUD for the 2013-2014 Henrico CDBG and HOME Programs in a form approved by the County Attorney. Finally, it authorizes the County Manager to execute contracts in a form approved by the County Attorney necessary to implement the 2013-2014 CDBG and HOME program activities as funds are appropriated.

The County's CDBG entitlement for Program Year 2013-2014 is \$1,553,090.

The County's HOME entitlement for Program Year 2013-2014 is \$626,559.

The Department of Community Revitalization has prepared the proposed sources and uses of CDBG and HOME funds, including \$66,000 in unspent CDBG funds from previous years.

The Director of Community Revitalization recommends approval, and the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 2-48 Titled "Bonds," Section 16-4 Titled "Purchasing system established," Section 16-6 Titled "Powers and duties of director of general services," Section 16-7 Titled "Delegation of authority by director of general services," Section 16-8 Titled "Establishment of operational procedures," Section 16-9 Titled "Purchases for volunteer rescue squads," Section 16-10 Titled "Unauthorized purchases," Section 16-11 Titled "Disposal of obsolete or unusable property," Section 16-12 Titled "Sale of surplus property," Section 16-43 Titled "Award of contracts generally," Section 16-44 Titled "Receiving and processing of bids for construction," Section 16-45 Titled "Exceptions to requirement for competitive

procurement,” Section 16-47 Titled “Debarment,” and Section 16-48 Titled “Negotiation with lowest responsible bidder,” and to Repeal and Reserve Section 16-5 Titled “Appointment of director of general services,” of the Code of the County of Henrico, to Change the Bonding Requirement and Responsibility for County Procurement from the Director of General Services to the Purchasing Director.

This Board paper would introduce for advertisement and a public hearing on August 13, 2013 a proposed ordinance to amend Chapter 16 to change the bonding requirement and responsibility for County procurement from the Director of General Services to the Purchasing Director. These changes are recommended to carry out a reorganization of the Department of General Services.

The Deputy County Manager for Administration recommends approval, and the County Manager concurs.

RESOLUTION - Award of Construction Contract - Henrico East Health Clinic - Fairfield District.

This resolution awards a construction contract to **Evans Construction, Inc.** in the amount of \$4,135,958 for construction of the Henrico East Health Clinic at 1400 North Laburnum Avenue.

The clinic will be a 13,250 square foot, one-story building with exterior brick and concrete masonry walls and a combination of low-slope membrane roofs and steep-sloped standing seam metal roofs. It will house the Henrico East Health Clinic and the Women, Infants, and Children (WIC) program. The work includes construction of a new parking lot and precast concrete bridge to Watts Lane. The project is expected to qualify for Silver LEED certification.

Construction is anticipated to begin in the summer of 2013 with completion in August 2014. The clinic will begin operations in October 2014.

The County received seven bids in response to IFB #13-9425-4JK and Addenda 1 and 2 for the Henrico East Health Clinic as follows:

| Bidders | Total Bid Amount |
|----------------------------------------|-------------------------|
| Virtexco Corporation | \$ 4,072,637.00 |
| Evans Construction, Inc. | \$ 4,135,958.00 |
| SRC, Inc. | \$ 4,217,637.00 |
| Loughridge & Company, LLC | \$ 4,220,637.00 |
| Gulf Seaboard General Contractors Inc. | \$ 4,235,000.00 |
| Daniel & Co. Inc., | \$ 4,237,000.00 |
| Kenbridge Construction Co., Inc. | \$ 4,360,000.00 |

After review and evaluation of all bids, the County rejected the bid from Virtexco Corporation which did not comply with the bid instructions. Therefore, the Board paper would award the contract in the amount of **\$4,135,958** to **Evans Construction, Inc.**, the lowest responsive and

responsible bidder, and authorize the County Manager, or the Director of General Services as his designee, to execute change orders not to exceed 15% of the original contract amount.

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

RESOLUTION - Signatory Authority - Sublease - Commonwealth of Virginia - Capital Region Workforce Center - 121 Cedar Fork Road - Fairfield District.

This Board paper authorizes the County Manager to execute a sublease agreement between the County and the Commonwealth of Virginia for office space at the Capital Area Workforce Center (“Center”) at 121 Cedar Fork Road. The County leases 20,866 square feet from Crenshaw Singleton Properties, LLC for the Center.

The sublease will provide 346 square feet of office space for the Department of Aging and Rehabilitative Services and Department of Veteran Services to provide services to clients under the Workforce Investment Act of 1998. The sublease term will be 52 months beginning on August 1, 2013 and may be renewed for two five-year terms. The initial monthly rent will be \$395.02, and the rent will increase 3% on December 1, 2013 and each succeeding year in the sublease term.

The Directors of the Capital Region Workforce Partnership and Real Property recommend approval of this Board paper, and the County Manager concurs.