

**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, October 25, 2016**, at **5:45 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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|------------------|---|
| 5:45 - 6:15 p.m. | 2017 General Assembly Overview  |
| 6:15 - 6:30 p.m. | Proposed Ordinance Amendments to Allow Front Porches on Certain Dwellings by Provisional Use Permit |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items  |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
October 20, 2016

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**October 25, 2016**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – October 11, 2016, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

Proclamation – Adoption Month - November 2016.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- |        |   |
|--------|---|
| 237-16 | Resolution - Award of Construction Contract - Roof Replacement - The Cultural Arts Center at Glen Allen - Brookland District.                 |
| 238-16 | Resolution - Award of Construction Contract - Firehouse 19 - Three Chopt District.  |
| 239-16 | Resolution - Signatory Authority - Agreement for Transportation Alternatives Program Matching Grant - Short Pump Park - Three Chopt District. |
| 240-16 | Resolution - Signatory Authority - Agreement for Transportation Alternatives Program Matching Grant - Dorey Park - Varina District.           |
| 241-16 | Resolution - Authorization to Apply for Transportation Alternatives Program Matching Grant - Four Mile Creek Park - Varina District.          |
| 242-16 | Resolution – Acceptance of Road – Varina District.  |



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
October 25, 2016**

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**PRESENTATION**

**PROCLAMATION – Adoption Month - November 2016.**

National Adoption Month was instituted in 1995 by a presidential proclamation. It is observed each year in November and is a collective national effort to find permanent, loving families for children in the foster care system. The National Adoption Month initiative is supported by the Children's Bureau of the United States Department of Health and Human Services in partnership with AdoptUSKids and the Child Welfare Information Gateway. This proclamation recognizes November 2016 as Adoption Month in Henrico County and calls upon Henrico citizens to participate in appropriate programs and activities to help provide adoptive homes to Henrico children.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Award of Construction Contract - Roof Replacement - The Cultural Arts Center at Glen Allen - Brookland District.**

This Board paper awards a construction contract for \$213,295 to Northeast Contracting Corporation for roof replacement at The Cultural Arts Center at Glen Allen. The project will replace the roof on the Second Stage Event Area and make miscellaneous roof repairs on the remainder of the Center. Construction is anticipated to begin in November 2016 and be completed by March 2017.

The County received five bids on September 29, 2016, in response to ITB No. 16-1246-8JK and Addenda Nos. 1, 2 & 3 as follows:

<b>Bidder</b>	<b>Total Bid</b>
Northeast Contracting Corporation Lorton, VA	\$213,295
N.W. Martin & Bros., Inc. Richmond, VA	\$254,247
USA Construction Services, Inc. Beltsville, MD	\$313,910
Custom Roofing, Inc. t/a J. King DeShazo, III, Inc. Ashland, VA	\$362,500
Old Dominion Roofing & Construction, Inc. Richmond, VA	\$383,425

Based upon a review of the bids Northeast Contracting Corporation is the lowest responsive and responsible bidder.

The Board paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount.

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

**RESOLUTION - Award of Construction Contract - Firehouse 19 - Three Chopt District.**

This Board paper awards a construction contract for \$4,937,820 to Gulf Seaboard General Contractors, Inc. for construction of Firehouse 19 at 12324 Kain Road. The project consists of a new 11,000 square foot, three-bay fire station and associated site improvements. Construction is anticipated to begin in November 2016 with station occupancy by January 2018. The County is seeking LEED Silver Certification by the U.S. Green Building Council for this project.

The County received five bids on October 11, 2016 in response to Invitation to Bid No. 16-1247-8JK and Addenda Nos. 1 and 2 as follows:

<b>Bidder</b>	<b>Bid Amount</b>
Gulf Seaboard General Contractors, Inc.	\$4,937,820
Kenbridge Construction Company, Inc.	\$4,944,000
Haley Builders	\$4,962,890
PHC Industrial	\$5,056,070
Noah Enterprises Inc.	\$5,330,926

Kenbridge Construction Company submitted its own separate document to lower the bid amount it submitted on the County's Bid Form. The County rejected the separate document because it did not comply with the County's bid submission requirements. The amount in the table above is the Bid Amount on the Bid Form.

Based upon a review of the bids, Gulf Seaboard General Contractors, Inc., is the lowest responsive and responsible bidder.

This Board Paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount. Funding to support the contract is available within the project budget.

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

**RESOLUTION - Signatory Authority - Agreement for Transportation Alternatives Program Matching Grant - Short Pump Park - Three Chopt District.**

This Board paper authorizes the County Manager to execute the VDOT Project Administration Agreement and related grant documents for the Short Pump Park Transportation Alternatives Program grant. The grant is for construction of a 10-foot-wide trail running from John Rolfe Parkway to the new parking lot located within Short Pump Park plus paved spur trails going to Three Chopt Road and Short Pump Elementary School.

The County's cost estimate for the project is \$310,215. The Division of Recreation and Parks applied to the Virginia Department of Transportation ("VDOT") for a \$248,172 matching grant in November 2015, and VDOT has approved the grant. The grant will match 80% of eligible project cost, and the County will be responsible for the remaining project cost.

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

**RESOLUTION - Signatory Authority - Agreement for Transportation Alternatives Program Matching Grant - Dorey Park - Varina District.**

This Board paper authorizes the County Manager to execute the VDOT Project Administration Agreement and related grant documents for the Dorey Park Transportation Alternatives Program grant. The grant is for construction of a 1.1 mile section of 10-foot-wide asphalt, multi-use trail in Dorey Park.

The County's cost estimate for the project is \$284,425. The Division of Recreation and Parks applied to the Virginia Department of Transportation ("VDOT") for a \$227,540 matching grant, and VDOT has approved the grant. The grant will match 80% of eligible project cost, and the County will be responsible for the remaining project cost.

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

**RESOLUTION - Authorization to Apply for Transportation Alternatives Program Matching Grant - Four Mile Creek Park - Varina District.**

This Board Paper authorizes the County Manager to apply to the Virginia Department of Transportation for a Transportation Alternatives Program matching grant to build a 1,000 square foot restroom facility at the Four Mile Creek Park location near Route 5 and the Capital Trail. Although public water and sewer is close to the project location, there will be significant costs bringing utilities to the facility.

The County's cost estimate for the project is \$847,733. If awarded, the grant will match up to 80% of eligible project costs. The application will be for \$678,186 in grant funds, and the County would be responsible for the 20% balance of \$169,546 with in-kind services or cash.

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

**RESOLUTION – Acceptance of Road – Varina District.**

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

- 1) 0.13 mile of New Market Landing – Varina District.

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