

**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, July 28, 2020, at 5:30 p.m.** in the Board Room 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:

5:30 - 6:00 p.m.	2020 Election Preparedness and Voting
6:00 - 6:30 p.m.	Update on Civilian Review Board Input
6:30 - 6:45 p.m.	Regular Meeting Agenda Items



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
July 23, 2020

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**July 28, 2020**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – July 14, 2020, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**APPOINTMENT**

176-20                    Resolution - Appointment of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

**PUBLIC HEARING ITEMS**

177-20                    Resolution - Authorization to Submit Application to the Virginia Department of Housing and Community Development to Amend the Henrico Portion of the City of Richmond North/Henrico County Enterprise Zone.

178-20                    Resolution - Authorization to Submit Henrico County FY 2020-25 Consolidated Plan and FY 2020-21 Annual Action Plan, including the CDBG, HOME and ESG Program Plans for FY 2020-21; to Execute the CDBG, HOME and ESG Agreements for FY 2020-21; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

179-20                    Resolution - Signatory Authority - Amendment to Contract - Enterprise Land Management System.

180-20                    Resolution - Approval of Amendment - FY2019 and FY2020 Community Services Board Performance Contract between Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board.

181-20                    Resolution - Authorization to Seek Re-Certification - Certified Crime Prevention Community Program.

182-20                    Resolution - Signatory Authority - Sixth Amendment to Communications Tower License Agreement - 3245 Basie Road - Brookland District.

- 183-20 Resolution - Signatory Authority - Acquisition of Easements - Three Chopt Road Improvements Project - Gaskins Professional Office Condos East - Tuckahoe District.
- 184-20 Resolution - Signatory Authority - Acquisition of Real Estate and Easements - Three Chopt Road Improvements Project - Gaskins Professional Office Condos - Tuckahoe District.
- 185-20 Resolution - Award of Contract - Dorey Park Shared Use Path, Phase II - Varina District.
- 186-20 Resolution - Signatory Authority - Amendment to Engineering Services Agreement - Upham Brook Trunk Sewer - Brookland and Fairfield Districts.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
July 28, 2020**

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**APPOINTMENT**

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

This Board paper appoints the following person to The Cultural Arts Center at Glen Allen Foundation Board of Directors for a three-year term expiring June 30, 2023, or thereafter, when his successor shall have been appointed and qualified:

At-Large      Michael E. Klein

**PUBLIC HEARING ITEMS**

**Resolution - Authorization to Submit Application to the Virginia Department of Housing and Community Development to Amend the Henrico Portion of the City of Richmond North/Henrico County Enterprise Zone.**

This Board paper authorizes the County Manager to submit an application to the Virginia Department of Housing and Community Development to amend the City of Richmond North/Henrico County Enterprise Zone. The amendment would remove approximately 273 acres of publicly owned land that is identified for residential development but is unable to be developed. The amendment would also add approximately 219 acres for potential economic development and revitalization. Finally, the amendment would make minor modifications to three of the 14 County incentives.

The Virginia Enterprise Zone Grant Program requires both jurisdictions in a joint Enterprise Zone to approve the Amendment application by resolution of the respective governing bodies. The Richmond City Council is expected to consider this matter in August.

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

**RESOLUTION - Authorization to Submit Henrico County FY 2020-25 Consolidated Plan and FY 2020-21 Annual Action Plan, including the CDBG, HOME and ESG Program Plans for FY 2020-21; to Execute the CDBG, HOME and ESG Agreements for FY 2020-21; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.**

This Board paper authorizes the County Manager to submit the Henrico County Five-Year Consolidated Plan and the FY 2020-21 Annual Action Plan consisting of the CDBG, HOME and ESG FY 2020-21 Plans to the United States Department of Housing and Urban Development (HUD). It also authorizes the County Manager to execute agreements with HUD for Henrico's FY 2020-21 CDBG, HOME and ESG programs. Finally, it authorizes

the County Manager to execute contracts to carry out the FY 2020-21 CDBG, HOME and ESG activities.

The County's entitlements for FY 2020-21 are: CDBG, \$1,729,959; HOME, \$919,624; and ESG, \$147,484.

The Department of Community Revitalization has prepared the attached table of the proposed sources and uses of these funds. The proposed use of funds includes \$36,371 in CDBG funds unspent from previous years.

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

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

#### **RESOLUTION - Signatory Authority - Amendment to Contract - Enterprise Land Management System.**

This Board paper would authorize the County Manager to execute an amendment to the County's contract with Computronix (U.S.A.), Inc. for development of an enterprise land management system for several County departments. The Board awarded the contract on October 23, 2018 in the amount of \$2,959,570 for software licensing and implementation services.

Because the using departments have requested several modifications to the original scope of work, the parties have approved change orders that increased the original contract amount by 14.89 percent. The departments need to make further modifications to complete the system, and Board approval is required to increase a fixed-price contract by more than 15 percent. The new contract amount will be \$4,340,470, and funding for the amended contract amount is available in the project budget.

The Director of Information Technology and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

#### **RESOLUTION - Approval of Amendment - FY2019 and FY2020 Community Services Board Performance Contract between Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board.**

On September 25, 2018, the Board of Supervisors approved a performance contract for FY2019 and FY2020 between the Virginia Department of Behavioral Health and Developmental Services and the Henrico Area Mental Health & Developmental Services Board (HAMHDS). The parties have negotiated an amendment to extend the end of the contract term from June 30, 2020, to December 31, 2020, while a new contract is prepared for FY2021 and FY2022. HAMHDS approved the amendment on July 23, 2020, and recommended approval by the Board of Supervisors.

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

**RESOLUTION - Authorization to Seek Re-Certification - Certified Crime Prevention Community Program.**

This Board paper would authorize the Police Division to make all reasonable efforts to meet the re-certification requirements established by the Virginia Department of Criminal Justice Services and the Criminal Justice Services Board for participation in the Certified Crime Prevention Community Program. Re-certification is required every three years and requires continuation of the existing Henrico Community Safety Coalition (the “Coalition”).

The Board paper would also designate the Chief of Police as the County’s representative on the Coalition.

The Chief of Police recommends approval of this Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Sixth Amendment to Communications Tower License Agreement - 3245 Basie Road - Brookland District.**

This Board paper authorizes the County Manager to execute an amendment to the license agreement with Vertical Bridge CC FM, LLC for the County’s operation of public safety radio system equipment on a communications tower at 3245 Basie Road. The amendment would add a list of the equipment that will be used for the new public radio system that has been designed. All other terms and conditions of the license agreement remain unchanged.

The Deputy County Manager for Public Safety and the Director of Real Property recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Acquisition of Easements - Three Chopt Road Improvements Project - Gaskins Professional Office Condos East - Tuckahoe District.**

This Board paper authorizes the acquisition of 3,471 square feet of temporary construction easement, 4,183 square feet of permanent utility easement to relocate Verizon facilities, and 4,918 square feet of permanent utility easement to relocate Dominion Energy Virginia facilities, all being across the property at 2600 – 2620 Gaskins Road for the Three Chopt Road Improvements project. Carlis Ventures, L.L.C., Verit, LLC, Lavram, LLC, and Gaskins Professional Office Condominium East, a Virginia non-stock corporation, own the property and have agreed to accept \$28,400 for the necessary easements.

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

**RESOLUTION - Signatory Authority - Acquisition of Real Estate and Easements - Three Chopt Road Improvements Project - Gaskins Professional Office Condos - Tuckahoe District.**

This Board paper authorizes the acquisition of 3,622 square feet of fee simple right-of-way,

4,372 square feet of temporary construction easement, 4,557 square feet of permanent utility easement to relocate Verizon facilities, and 5,438 square feet of permanent utility easement to relocate Dominion Energy Virginia facilities, all being across the property at 2500 – 2570 Gaskins Road for the Three Chopt Road Improvements project. Gaskins Road Real Estate Center, LLC, TLK Holdings, LLC, Hungry Dogs, L.L.C., Three Chopt Realty Partners, LLC, Cantara Holdings, LLC, De Paredes Investments, LLC, Kingdom Holdings, L.L.C., A&M Holding Company, LLC, Brown Brothers LLC, and Three Chopt Gaskins, LLC own the property and have agreed to accept \$45,600 for the necessary real estate, including site improvements and easements.

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

**RESOLUTION - Award of Contract - Dorey Park Shared Use Path, Phase II - Varina District.**

This Board paper would award a construction contract for \$244,942.98 to Dickerson Construction, LLC for construction of the Dorey Park Shared Use Path, Phase II project. The work consists of construction of a 10-foot-wide asphalt path along the east side of Dorey Park Drive for a distance of 0.74 miles, drainage infrastructure, and trail signs.

The construction work is anticipated to begin on October 1, 2020, and is scheduled to be completed within 120 calendar days.

The County received eight bids on June 30, 2020, in response to ITB No. 19-1956-12JOK and Addendum No. 1.

The bidders and bid amounts are as follows:

<b><u>Bidder</u></b>	<b><u>Bid Amount</u></b>
Dickerson Construction, LLC Chesterfield, Virginia	\$244,942.98
Enviroscape, Inc. Sandston, Virginia	\$291,771.00
Jeffrey Stack, Inc. Jersey, Virginia	\$316,311.00
J.S.G. Corp. Williamsburg, Virginia	\$326,755.61
Messer Contracting, LLC Glen Allen, Virginia	\$342,184.77
Walter C. Via Enterprises, Inc. West Point, Virginia	\$397,970.43
Synchronized Construction Services, Inc. Orange, Virginia	\$447,265.00
Central Contracting Co., Inc. Richmond, Virginia	\$552,626.10

Based upon a review of the bids, Dickerson Construction, LLC is the lowest responsive and responsible bidder.

The final contract amount shall be determined upon completion of the project by multiplying the actual unit quantities authorized by the County times the unit prices submitted in the contractor's bid. Funding to support the contract is available within the project budget.

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

**RESOLUTION - Signatory Authority - Amendment to Engineering Services Agreement - Upham Brook Trunk Sewer - Brookland and Fairfield Districts.**

On June 14, 2011, the Board of Supervisors approved an engineering services agreement for \$1,420,415 with Whitman Requardt & Associates, LLC for design and construction administration services for the Upham Brook trunk sewer project. The project includes construction of approximately 16,000 linear feet of 48-inch and 54-inch diameter gravity trunk sewer to reduce the occurrence of sanitary sewer overflows and provide additional capacity.

On March 16, 2016, the Purchasing Director approved an amendment to increase the agreement amount by \$163,393 for additional engineering services for project management, permitting, meetings, tunnel and geotechnical design, design submittals and approvals, and a Phase 2 Cultural Resource study.

On September 26, 2017, the Board of Supervisors approved a second amendment in the amount of \$351,571 for additional engineering services to incorporate sewer rehabilitation work, address environmental requirements, and provide supplemental environmental inspection services.

Additional construction phase services are necessary for project administration and meetings, inspection services, support services, reviews of shop drawings, requests for information, and substitutions. The Department of Public Utilities has negotiated a contract amendment of \$644,983 for the additional services. Board approval of the third amendment is required because the new contract amount exceeds the 15% limit for change orders.

The Board paper authorizes the County Manager to execute the amendment. This amendment will increase the contract amount to \$2,580,362. Funding is available in the Water and Sewer Revenue Fund.

The Director of Public Utilities recommends approval; the County Manager concurs.