

**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 27, 2015**, 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 - 5:45 p.m. | Presentation of Holiday Tree Ornament and Update on The Cultural Arts Center at Glen Allen |
| 5:45 - 6:15 p.m. | J. Sargeant Reynolds Community College Update  |
| 6:15 - 6:30 p.m. | Tuckahoe Creek Park Update   |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items   |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
October 22, 2015

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**October 27, 2015**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – October 13, 2015, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**RESIGNATION/APPOINTMENT**

- 227-15            Resolution - Resignation of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.
- 228-15            Resolution - Appointment of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 229-15            Resolution - Award of Contract - Administration Building HVAC Upgrades - Brookland District.
- 230-15            Resolution - Award of Construction Contract - Phase 1, Tuckahoe Creek Park - Tuckahoe District.
- 231-15            Resolution – Award of Construction Contract – Bridge Maintenance Plan for Access Road over Upham Brook – County Project #2101.50704.28004.06861 – Fairfield District.
- 232-15            Resolution - Award of Annual Contracts - Engineering Services for Drainage Projects.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
October 27, 2015**

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**RESIGNATION/APPOINTMENT**

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

This Board paper accepts the resignation of **Walter H. Ryland** from The Cultural Arts Center at Glen Allen Foundation Board of Directors.

**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 an unexpired term ending June 30, 2016, or thereafter, when his successor shall have been appointed and qualified:

At-Large      Michael J. Haubenstein

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Award of Contract - Administration Building HVAC Upgrades - Brookland District.**

This Board paper awards a construction contract for \$391,870 to Southworth Mechanical Corporation for installation of upgrades to the Administration Building's heating, ventilation and air conditioning (HVAC) system. The project will replace the HVAC diffusers with variable air volume terminal units containing electric reheat coils in two of the air handling units serving the building. The project is anticipated to begin in January 2016.

The County received six bids on September 9, 2015, in response to ITB# 15-1017-7JK and Addendum No. 1 as follows:

<b>Bidder</b>	<b>Total Bid Amount</b>
Southworth Mechanical Corporation Richmond, VA	\$391,870
United Refrigeration of Virginia, Inc. Richmond, VA	\$407,523
Comfort Systems of Virginia, Inc. Chesapeake, VA	\$563,200
Waco, Inc. Sandston, VA	\$664,082
Retrofit Services, Inc. Newport News, VA	\$683,700
Air Tech Solutions, Inc. Stafford, VA	\$829,980.15

Based upon a review of the bids, Southworth Mechanical 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 the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Award of Construction Contract - Phase 1, Tuckahoe Creek Park - Tuckahoe District.**

This Board paper awards a contract for \$397,793 to Capitol Carbonic Gas Corporation, t/a Harbor Dock & Dredge, to construct Phase 1 of the Tuckahoe Creek Park project. Tuckahoe Creek Park is a new neighborhood park along Tuckahoe Creek that will provide ADA-compliant access for passive recreation activities via a wetland overlook and boardwalk. The site is located 1,700 feet west of the intersection of Ridgefield Parkway and Lauderdale Drive.

The boardwalk will be an open-pile elevated walkway nine feet wide and approximately 525 feet long. Construction and erosion and sediment control measures required for the project will be included. On-site construction will begin December 1, 2015, and Phase 1 of the project will be completed in April 2016.

The County received four bids on October 6, 2015, in response to ITB# 15-1024-8JK and Addendum No. 1 as follows:

<u>Bidder</u>	<u>Total Bid Amount</u>
Capitol Carbonic Gas Corporation, t/a Harbor Dock & Dredge North Chesterfield, VA	\$397,793
Signature Bridge, Inc. Mentor, OH	\$449,595
Carolina Marine Structures, Inc. Powell's Point, NC	\$494,000
Early Marine, Inc. Chesapeake, VA	\$970,000

The Board paper awards a contract for \$397,793 to Capitol Carbonic Gas Corporation, t/a Harbor Dock & Dredge, the lowest responsive and responsible bidder. It 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 Recreation & Parks project budget.

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

**RESOLUTION - Award of Construction Contract - Bridge Maintenance Plan for Access Road over Upham Brook - County Project #2101.50704.28004.06861 - Fairfield District.**

This Board paper awards a construction contract for \$382,086 to Olympus Painting Contractors, Inc. to complete the Bridge Maintenance Plan for Access Road over Upham Brook project. The work consists of repainting the superstructure, repairing joints and concrete deficiencies, replacing bearing plates, and making guardrail improvements. The construction is anticipated to begin in Spring 2016. The County received six bids on September 15, 2015, in response to ITB No. 15-1028-8JK and Addendum No. 1.

For selection and evaluation purposes, the lowest responsive bid was determined by multiplying unit prices times the unit quantities specified in the bid documents, with the following results:

<b>Bidder</b>	<b>Total Bid</b>
Olympus Painting Contractors, Inc. Tarpon Springs, FL	\$382,086
McClain & Co., Inc. Culpeper, VA	\$405,292
Burleigh Construction Co., Inc. Concord, VA	\$424,312
Freyssinet, Inc. Sterling, VA	\$427,600

M. D. Miller Co., Inc. Baltimore, MD	\$489,400
Earley Marine, Inc. Chesapeake, VA	\$636,299

Based upon a review of the bids, Olympus Painting Contractors, Inc. is the lowest responsive and responsible bidder.

This project will be funded through Department of Public Works road maintenance funds.

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

**RESOLUTION - Award of Annual Contracts - Engineering Services for Drainage Projects.**

This Board paper awards annual contracts to Timmons Group, Inc. (“Timmons”) and Rummel, Klepper & Kahl, LLP (“RK & K”) to provide engineering services for drainage projects on an as-needed basis.

On August 14, 2015, 10 proposals were received in response to RFP #15-1013-7JK. Based upon review and evaluation of the proposals, the selection committee interviewed the following firms:

Timmons Group, Inc.  
Rummel, Klepper & Kahl, LLP  
Brown and Caldwell

Based on the written proposals and interviews, the section committee selected Timmons and RK & K as the top-ranked firms and negotiated rate schedules with each firm.

The contracts will be for the period November 1, 2015, through October 31, 2016, with the option to renew each contract for two additional one-year terms in accordance with RFP# 15-1013-7JK and the proposals submitted by the firms.

Fees for each firm shall not exceed \$300,000 for any project and \$1,500,000 per one-year term. Compensation will be based on the negotiated rate schedules. Funding to support the contracts is available within the Public Works budget

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