

**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, December 15, 2020, at 5:30 p.m.** in the Board Room of the Administration Building, 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.	Recycling Program Update
6:00 - 6:30 p.m.	Zoning Ordinance and Subdivision Regulations Rewrite
6:30 - 6:45 p.m.	Regular Meeting Agenda Items

Tanya Brackett Harding

Tanya Brackett Harding, CMC
Clerk, Henrico County Board of Supervisors
December 10, 2020

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
December 15, 2020
7:00 p.m.

PLEDGE OF ALLEGIANCE
INVOCATION

APPROVAL OF MINUTES – December 1, 2020, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

300-20 Resolution - Commending Benjamin (Ben) B. Miles.

APPOINTMENT

301-20 Resolution - Appointment of Member to Board of Directors - Economic Development Authority.

PUBLIC HEARING ITEM

302-20 Resolution - Amendment to FY 2020-21 Annual Fiscal Plan: December 2020.

PUBLIC COMMENTS

GENERAL AGENDA

303-20 Resolution - Quarterly Appropriation of Funds for Third Quarter of FY 2020-21.

304-20 Resolution - Signatory Authority - Amendment to Lease - 7740 Shrader Road - Brookland District.

305-20 Resolution - Award of Construction Contract - Montrose Terrace Area Sewer & Water Rehabilitation - Varina District.

306-20 Resolution - Award of Contract - Tuckahoe Park Stream Restoration and Sewer Replacement and Comet Road Pipe Rehabilitation/Replacement - Three Chopt District.

307-20 Resolution - Acceptance of Roads - Three Chopt District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
December 15, 2020**

PRESENTATION

RESOLUTION - Commending Benjamin (Ben) B. Miles.

Benjamin B. Miles was a long-standing member of the Henrico County Economic Development Authority Board of Directors. This resolution will express the County's sincere appreciation and respect for his extraordinary loyalty and diligence as a valued member of the Economic Development Authority Board of Directors.

APPOINTMENT

RESOLUTION - Appointment of Member to Board of Directors - Economic Development Authority.

This Board paper appoints the following person to the Board of Directors of the Economic Development Authority for an unexpired term ending November 13, 2023, or thereafter when his successor shall have been appointed and qualified:

Varina District Samuel S. Bagley

PUBLIC HEARING ITEM

RESOLUTION - Amendment to FY 2020-21 Annual Fiscal Plan: December 2020.

A Board paper was presented on December 1, 2020, that received a request for amendment to the Annual Fiscal Plan, directed it's advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, amends the Annual Fiscal Plan and appropriates funds for expenditure for the purposes indicated.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Quarterly Appropriation of Funds for Third Quarter of FY 2020-21.

This Board paper appropriates funds for the third quarter of FY 2020-21 to allow the expenditure of a portion of the funds budgeted in the County's Annual Fiscal Plans during January, February, and March 2020. The Board of Supervisors approved the FY 2020-21 Annual Fiscal Plans on May 12, 2020.

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

RESOLUTION - Signatory Authority - Amendment to Lease - 7740 Shrader Road - Brookland District.

This Board paper authorizes the County Manager to execute a lease amendment for 1,902 square feet of office space at 7740 Shrader Road. The Human Resources Employee Health Services clinic has occupied the space since 2006 and would like to continue at that location.

The amendment would extend the lease for a five-year term beginning February 1, 2021. The annual rent for the first two years will be \$33,498.60 and will increase 2% each year thereafter. The amendment provides for suite refurbishments, including installation of new flooring and a sink in the break area, painting the entire suite, and paving and striping the parking lot, all at the landlord's expense.

The lease is subject to annual appropriation. The Director of Human Resources and the Director of Real Property recommend approval of the Board paper; the County Manager concurs.

RESOLUTION - Award of Construction Contract - Montrose Terrace Area Sewer & Water Rehabilitation - Varina District.

This Board paper would award a construction contract to G. L. Howard, Inc. for the Montrose Terrace Area Sewer & Water Rehabilitation project for \$2,568,800. The project will serve the area approximately bounded by Rawlings Street/Rawlings Court (north), Farrand Drive (east), Carlisle Avenue (south), and the Henrico County/City of Richmond line (west).

The purpose of the project is to maintain the reliability of the County wastewater collection and water distribution systems by renewing sewer pipes originally installed in the 1960s and replacing water pipes originally installed in the 1940s. The project will renew approximately 3,575 feet of 8-inch diameter gravity sewer pipe and 89 sewer service connections as well as install approximately 5,050 feet of 8-inch, 6-inch, and 4-inch diameter ductile iron water pipe and 94 water service connections.

The work will begin in February 2021 and will be completed by April 2022. Funding for the project will be provided by the Water and Sewer Revenue Fund.

Three bids were received on November 12, 2020, in response to IFB #20-2051-10EAR and Addenda Nos. 1 and 2:

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. Rockville, VA	\$ 2,568,800
Enviroscape, Inc. Sandston, VA	\$ 2,585,800
Tidewater Utility Construction, Inc. Suffolk, VA	\$ 2,934,000

Based upon a review of the bids, G. L. Howard, Inc. is the lowest responsive and responsible bidder.

The Board paper would also grant signatory authority to the County Manager to execute the contract in a form approved by the County Attorney. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

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

RESOLUTION - Award of Contract - Tuckahoe Park Stream Restoration and Sewer Replacement and Comet Road Pipe Rehabilitation/Replacement - Three Chopt District.

This Board paper would award a construction contract for \$3,294,639.87 to Environmental Quality Resources, LLC for construction of the Tuckahoe Park Stream Restoration and Sewer Replacement and the Comet Road Pipe Rehabilitation/Replacement project.

The project involves restoration of approximately 1,900 linear feet of stream, including associated tributaries, and rehabilitation of approximately 2,300 linear feet of sanitary sewer in the area of the Tuckahoe Park subdivision. In addition, the project will rehabilitate approximately 600 linear feet of storm sewer in the Comet Road area. Work on the project is anticipated to begin on March 1, 2021, and is scheduled to be completed within 548 calendar days.

The County received three bids on November 4, 2020, in response to ITB No. 20-2055-9JOK, Addenda Nos. 1 and 2. The bidders and bid amounts are as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Environmental Quality Resources, LLC Millersville, Maryland	\$3,294,639.87
W. C. Spratt, Inc. Fredericksburg, Virginia	\$3,905,174.55
HGS, LLC Warrenton, Virginia	\$3,995,776.44

Based upon a review of the bids, Environmental Quality Resources, 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 for construction times the unit prices submitted in the contractor's bid. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount. Funding for the project is available within the project budget.

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

RESOLUTION - Acceptance of Roads - Three Chopt District.

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

0.46 mile of Shady Grove Hills, Section 1 and a Resubdivision of Estates at Grey Oaks,
Section 5 Reserved for Future Development and a Resubdivision of Bridlewood, a Portion of
Lots 3-7 — Three Chopt District

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