

**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 27, 2021, at 4:45 p.m.** in the County Manager's Conference Room 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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|------------------|---|
| 4:45 - 5:00 p.m. | Cobbs Creek Reservoir Construction Update |
| 5:00 - 5:30 p.m. | Henrico Initiatives Program (HIP)         |
| 5:30 - 5:45 p.m. | Intern Recognition                        |
| 5:45 - 6:00 p.m. | Housing Market Trends                     |
| 6:00 - 6:15 p.m. | Regular Meeting Agenda Items              |

*Tanya N. Brackett*

Tanya N. Brackett, CMC  
Clerk, Henrico County Board of Supervisors  
July 22, 2021

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**July 27, 2021**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – July 13, 2021, Regular and Special Minutes

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PUBLIC HEARING ITEMS**

- 233-21            Ordinance - Vacation of Alley - Westmont Subdivision - Brookland District.
- 234-21            Ordinance - Vacation of Portion of Alley - Larchmont Subdivision - Varina District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 235-21            Resolution - Approval of Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding.
- 236-21            Resolution - Award of Contract - Henrico Jail West Facility Roof System Replacement - Brookland District.
- 237-21            Resolution - Acquisition of Easements - Hargrave Court - Three Chopt District.
- 238-21            Resolution - Acquisition of Easements - West Broad Street - Three Chopt District.
- 239-21            Resolution - Acquisition of Right-of-Way and Easements - Dublin Road - Three Chopt District.
- 240-21            Resolution - Signatory Authority - Amendment to Lease - 561 East Park Court - Varina District.
- 241-21            Resolution - Award of Contract - Deep Run Park - Recreation Center Addition and Restroom Building - Three Chopt District.
- 242-21            Resolution - Award of Contract - Springfield School Renovation in Pouncey Tract Park - Three Chopt District.
- 243-21            Resolution - Signatory Authority - Construction Change Orders - Cobbs Creek Reservoir Dam and Facilities - Cumberland County.

- 244-21 Resolution - Award of Contract - Annual Engineering Services - Solid Waste Facilities.
- 245-21 Resolution - Award of Contract - Annual Engineering Services - Water Reclamation Facility.
- 246-21 Resolution - Authorization to Submit Application - Virginia Stormwater Local Assistance Fund - Fairfield and Tuckahoe Districts.
- 247-21 Resolution - Henrico County Membership - Greater Richmond Transit Company Board of Directors.
- 248-21 Resolution - Award of Contract - Annual Contract for Small Capital Improvement Projects.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
July 27, 2021**

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**PUBLIC HEARING ITEMS**

**ORDINANCE - Vacation of Alley - Westmont Subdivision - Brookland District.**

The owners of the properties located at 5900, 5906, and 5910 W. Broad Street, the property located at 2100 Bremono Road, and the property located at 2101 Hampstead Avenue have requested vacation of the alley between Bremono Road and Hampstead Avenue adjacent to their properties. Arby's on Broad, LLC, Bookcase on Broad, LLC, and D. E. Mitchell, LLC are requesting the vacation to facilitate the sale of their properties to a single purchaser.

The Real Property Department has processed the requested vacation through the Departments of Planning, Public Works, and Public Utilities without objection. The Deputy County Manager for Community Operations recommends approval of the Board paper; the County Manager concurs.

**ORDINANCE - Vacation of Portion of Alley - Larchmont Subdivision - Varina District.**

The owners of the property located at 4907 Wall Avenue and the owner of the property located at 4906 Leonard Avenue have requested vacation of a portion of the alley adjacent to their properties in the Larchmont subdivision.

The Real Property Department has processed this request through the Departments of Planning, Public Works, and Public Utilities without objection. The Deputy County Manager for Community Operations recommends approval of the Board paper; the County Manager concurs.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Approval of Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding.**

This Board paper would approve execution of the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the "Memorandum") that has been negotiated between the Commonwealth of Virginia and numerous localities that are plaintiffs in lawsuits against pharmaceutical manufacturers, distributors, and others to recover damages arising from the opioid epidemic.

The Memorandum would govern the distribution, allocation, and use of the proceeds of any settlements of such litigation by the Commonwealth and participating localities as well as the distribution, allocation, and use of the proceeds of bankruptcy proceedings involving the

defendants. The Board of Supervisors must approve execution of the Memorandum for Henrico County to become a Participating Political Subdivision in the Memorandum.

The County's outside counsel recommends approval of the Memorandum, and the County Attorney has reviewed the Memorandum and concurs with the recommendation of outside counsel.

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

**RESOLUTION - Award of Contract - Henrico Jail West Facility Roof System Replacement - Brookland District.**

This Board paper would award a construction contract for \$2,041,248 to Northeast Contracting Corporation for replacement of the Henrico Jail West Facility roof system. Construction is anticipated to begin in August 2021 and be completed by March 2022.

The County received six bids on May 25, 2021, in response to ITB 21-2154-4JOK and Addendum No. 1 with the following results:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
Northeast Contracting Corporation Lorton, Virginia	\$2,041,248.00
AAR of North Carolina, Inc. Kernersville, North Carolina	\$2,120,030.00
Apex Business Solutions, LLC Ocean City, Maryland	\$2,193,914.00
EV-Air-Tight Services Hyattsville, Maryland	\$2,230,806.00
International Roofing Corporation Richmond, Virginia	\$2,746,185.00
BluSky Restoration Contractors, LLC Roanoke, Virginia	\$2,964,653.11

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 Purchasing Director as his designee, to execute change orders not to exceed 15 percent of the original contract amount. Funding to support the contract is available within the project budget.

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

**RESOLUTION - Acquisition of Easements - Hargrave Court - Three Chopt District.**

This Board paper would authorize the acquisition of 3,227.78 square feet of permanent joint use utility easement, 1,448.97 square feet of temporary construction easement, 3,227.78

square feet of permanent utility easement to relocate Dominion Energy Virginia facilities, and 3,227.78 square feet of permanent utility easement to relocate Verizon Virginia facilities across the property at 4516 Hargrave Court for the Sadler Road Improvements project. Kristen Witter owns the property and has agreed to accept \$30,540 for the easements.

The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Acquisition of Easements - West Broad Street - Three Chopt District.**

This Board paper would authorize the acquisition of 3,330.75 square feet of permanent drainage easement, 3,729.71 square feet of temporary construction easement, 9,501.46 square feet of permanent utility easement to relocate Dominion Energy Virginia facilities, and 9,501.46 square feet of permanent joint use utility easement across the property at 11020 W. Broad Street for the Sadler Road Improvements project. A. W. Bennett Co., Inc. owns the property and has agreed to accept \$120,000 for the easements.

The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Acquisition of Right-of-Way and Easements - Dublin Road - Three Chopt District.**

This Board paper would authorize the acquisition of 13,928.06 square feet of right-of-way, 3,676.88 square feet of permanent drainage easement, 6,419.19 square feet of temporary construction easement for County sewer hookup, and 2,076.95 square feet of temporary construction easement across the property at 11400 Dublin Road for the Sadler Road Improvements project. Lenin Syamala owns the property and has agreed to accept \$110,000 for the right-of-way and easements.

The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Signatory Authority - Amendment to Lease - 561 East Park Court - Varina District.**

This Board paper authorizes the County Manager to execute a lease amendment for 16,200 square feet of space at 561 East Park Court. The Police Division has occupied this space for its South Station since 2013 and wishes to extend the lease for three years.

The amendment would amend the lease to end on January 31, 2025, with the option to renew for two consecutive one-year terms. The annual rent will be \$277,324.52 for the first year of the renewal term and will increase 2% each year thereafter.

The lease is subject to annual appropriation. The Deputy County Manager for Administration and the Chief of Police recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Award of Contract - Deep Run Park - Recreation Center Addition and Restroom Building - Three Chopt District.**

This Board paper would award a construction contract for \$1,586,000 to Athens Building Corp. for two construction projects in Deep Run Park.

The first project is construction of a 2,719 square foot addition to the rear of the Deep Run Recreation Center for a new fitness center with cardio fitness equipment. The second project is the construction of an 850 square foot restroom building near the cricket field and bicycle pump track. The new restroom building will provide three toilet fixtures for both men and women plus a family restroom. The project will require extensions of public water and sewer for approximately 700 feet.

Work on the construction project is anticipated to begin September 2021 and to be completed within 240 calendar days.

The County received six bids on June 22, 2021, in response to Invitation to Bid No. 21-2169-5JOK and Addendum No. 1. The bids were as follows:

<b>Bidders</b>	<b>Bid Amounts</b>
Athens Building Corp. Richmond, VA	\$1,586,000
Daniel & Company, Inc. Richmond, VA	\$1,789,000
RMT Construction & Development Group, LLC Richmond, VA	\$1,816,402
Brooks & Co. General Contractors, Inc. Richmond, VA	\$1,854,000
Kenbridge Construction Co., Inc. Kenbridge, VA	\$1,969,000
Centennial Contractors Enterprises, Inc. Richmond, VA	\$2,133,000

Based upon a review of the bids, Athens Building Corp. is the lowest responsive and responsible bidder.

Funding to support the contract is available within the project budget. The Director of Recreation and Parks and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Award of Contract - Springfield School Renovation in Pouncey Tract Park - Three Chopt District.**

This Board paper would award a construction contract for \$424,700 to Brooks & Co. General Contractors, Inc. for renovation of the Springfield School building in Pouncey Tract Park. The structure is an unoccupied and deteriorated 1,467 square foot 1-story wooden building originally used as a school for African-American students. The renovation will make interior and exterior improvements to allow public use and will include new mechanical systems, electrical, plumbing, and architectural work.

Work on the construction project is anticipated to begin September 2021 and to be completed within 180 calendar days.

The County received six bids on July 13, 2021, in response to Invitation to Bid No. 21-2177-6JOK and Addendum No. 1. The bids were as follows:

<b>Bidders</b>	<b>Bid Amounts</b>
RMT Construction & Development Group, LLC Richmond, VA	\$312,989
Brooks & Co. General Contractors, Inc. Richmond, VA	\$424,700
Caspian Construction, LLC Midlothian, VA	\$446,180
AQPF Group, LLC Alexandria, VA	\$475,500
Daniel & Company, Inc. Richmond, VA	\$539,000
Centennial Contractors Enterprises, Inc. Richmond, VA	\$625,000

RMT Construction & Development Group, LLC withdrew its bid in accordance with the bid instructions because of a clerical error. Based upon a review of the remaining bids, Brooks & Co. General Contractors, Inc. is the lowest responsive and responsible bidder.

Funding to support the contract is available within the project budget. The Director of Recreation and Parks and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Construction Change Orders - Cobbs Creek Reservoir Dam and Facilities - Cumberland County.**

On April 25, 2017, the Board of Supervisors authorized a construction contract with MEB Haymes Joint Venture LLC for the construction of a 14.8 billion gallon reservoir, including a main earthen dam, earthen saddle dam, intake structure and piping, raw water pump station, and operations building at a cost of \$137,372,777.

The Board paper approving the contract authorized the County Manager to execute change orders not exceeding 5% of the original contract amount. The Department of Public Utilities has identified change order items requiring additional work, changes to the design, adjustment of pricing for inflation, and resolution of contractor claims that exceed 5% of the contract amount, and additional change orders may be necessary.

Therefore, the Department of Public Utilities seeks authority for the County Manager to execute change orders up to 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 - Annual Engineering Services - Solid Waste Facilities.**

This Board paper would award a contract to Draper Aden Associates, Inc. to provide annual engineering services for solid waste facility projects.

The engineering services will include designs for facility improvements or modifications, regulatory permitting, compliance testing, groundwater and landfill gas monitoring, and refuse truck routing for the closed Springfield Road and Nine Mile Road landfills, public use areas, and the Springfield Road transfer station. Projects will include those identified in the Capital Improvement Program as well as those that address unforeseen or emergency conditions.

On June 8, 2021, two proposals were submitted in response to RFP #21-2168-5JOK. The selection committee interviewed the following firms:

Draper Aden Associates, Inc.

Stearns, Conrad and Schmidt, Consulting Engineers, Inc.

Based on the written proposals and interviews, the Selection Committee chose Draper Aden Associates, Inc. as the top-ranked firm and negotiated an hourly rate schedule. The contract term is for a period of one year, and the County may renew the contract for two additional one-year terms.

The project fees for the contract shall not exceed \$750,000 for any single project or \$2,500,000 in any one-year term.

The Board paper authorizes the County Manager, or the Purchasing Director as his designee, to execute all change orders within the scope of the project budget.

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

**RESOLUTION - Award of Contract - Annual Engineering Services - Water Reclamation Facility.**

This Board paper would award a contract to Hazen & Sawyer to provide annual engineering services for Water Reclamation Facility projects.

The engineering services will include asset and equipment condition assessments, process improvements and modifications, pilot testing, modeling, and evaluation of performance and process control data to optimize performance and ensure compliance with applicable regulations. Projects will include those identified in the Capital Improvement Program as well as those that address unforeseen or emergency conditions.

On May 20, 2021, three proposals were submitted in response to RFP #21-2159-4KMW. Based upon review of the written proposals, the selection committee interviewed the following firms:

Hazen & Sawyer

Rummel Klepper & Kahl, LLP

Based on the written proposals and interviews, the selection committee chose Hazen & Sawyer as the top-ranked firm and negotiated an hourly rate schedule. The contract term is for a period of one year, and the County may renew the contract for two additional one-year terms.

The project fees for the contract shall not exceed \$750,000 for any single project or \$2,500,000 in any one-year term.

This Board paper would authorize the County Manager, or the Purchasing Director as his designee, to execute all change orders within the scope of the project budget.

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

**RESOLUTION - Authorization to Submit Application - Virginia Stormwater Local Assistance Fund - Fairfield and Tuckahoe Districts.**

This Board paper would authorize the Director of Public Works to apply for grants from the Virginia Stormwater Local Assistance Fund (“Fund”) for stormwater and water quality projects, including stream restorations, outfall restorations, dam safety improvements, and lake retrofits. The grants require a 50% County match for reimbursable costs.

The County must apply for each project through the Virginia Department of Environmental Quality. The County has identified five projects that are eligible for Fund grants:

- (1) Adams Elementary School Stream Restoration
- (2) Deitrick Road Outfall Restoration
- (3) Hidden Creek Park Stream Restoration
- (4) Lake Overton Wet Pond Retrofit and Dam Safety Improvements
- (5) Wilder Middle School Stream Restoration

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

**RESOLUTION - Henrico County Membership - Greater Richmond Transit Company Board of Directors.**

This Board paper would direct the County Manager to work with the Mayor of the City of Richmond and the County Administrator of Chesterfield County on the steps necessary to add Henrico County as an equal partner on the GRTC Board of Directors by December 31, 2021.

Henrico County is a member of Planning District 15. The 2020 General Assembly established the Central Virginia Transportation Authority (the “Authority”) to administer funds for transportation projects and public transit in Planning District 15, and the legislation required the Authority to “evaluate the governance structure of transit services in the Richmond region.” The Authority has now completed a governance study of the

Greater Richmond Transit Company (“GRTC”) which provides public transit service in the City of Richmond, Chesterfield County, and Henrico County.

Even though GRTC operates a large number of bus routes in Henrico County and Henrico County is expected to be the largest local source of Authority revenue for GRTC by FY 2023-24, Henrico County does not have representation on the GRTC Board of Directors. The Board paper expresses the County’s desire to have the same number of GRTC Board members as the City of Richmond and Chesterfield County to have a place at the table in formulating future GRTC decisions about regional transportation services.

The County Manager recommends approval of the Board paper.

**RESOLUTION - Award of Contract - Annual Contract for Small Capital Improvement Projects.**

This Board paper would award a contract for construction of small capital improvement projects for the Department of Public Works to Blakemore Construction Corporation.

These “small” projects will not exceed \$500,000 in cost and may include roads, turn lanes, sidewalks, multi-use trails, bus pads, and minor roadway reconfigurations.

The County received three bids on July 1, 2021, in response to ITB #21-2173-5EAR and Addendum No. 1. The bids were as follows:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
Blakemore Construction Corporation Rockville, Virginia	\$1,736,331.30
Finley Asphalt & Sealing, Inc. Ashland, Virginia	\$2,984,276.27
Central Contracting Company, Inc. Richmond, Virginia	\$3,142,406.75

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

The final contract amount shall be determined upon completion of the contract by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor’s bid.

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