

**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, May 24, 2022, at 5:45 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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| 5:45 - 6:00 p.m. | Roadway and Utility Project Coordination |
| 6:00 - 6:15 p.m. | Economic Update |
| 6:15 - 6:30 p.m. | Regular Meeting Agenda Items |

Tanya N. Brackett

Tanya N. Brackett, CMC
Clerk, Henrico County Board of Supervisors
May 19, 2022

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
May 24, 2022
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – May 10, 2022, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation - Drug Court Month - May 2022.

161-22 Resolution - Commending Kirby David Carmichael.

APPOINTMENT

162-22 Resolution - Appointment of Members - Finance Board.

PUBLIC HEARING ITEMS

163-22 Resolution - Signatory Authority - Easement Agreement - Virginia Electric and Power Company - Brookland District.

164-22 Resolution - Signatory Authority - Conveyance of Abandoned Right-of-Way - Fairfield District.

PUBLIC COMMENTS

GENERAL AGENDA

165-22 Introduction of Resolution - Receipt of Requests for Amendments to FY 2021-22 Annual Fiscal Plan - June 2022.

166-22 Resolution - Award of Contract - Annual Contract for Easement Clearing.

167-22 Resolution - Award of Annual Contract for Subsurface Utility Designating and Locating Services.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
May 24, 2022**

PRESENTATIONS

PROCLAMATION - Drug Court Month - May 2022.

The National Association of Drug Court Professionals sponsors the observance of National Drug Court Month each May. The Henrico County Drug Court is a collaborative effort of the 14th Judicial Circuit, the Commonwealth's Attorney's Office, the Sheriff's Office, Henrico Area Mental Health and Developmental Services, the Police Division, the Community Corrections Program, and the Probation and Parole District #32 Office of the Virginia Department of Corrections. During May 2022, the County's Drug Court will celebrate the program's 19th anniversary and 265 graduates. This proclamation recognizes May 2022 as Drug Court Month in Henrico County, salutes the men and women who have contributed to the success of the County's Drug Court, and brings this program to the attention of Henrico residents.

RESOLUTION - Commending Kirby David Carmichael.

This resolution thanks Kirby Carmichael and expresses the Board of Supervisors' sincere appreciation for his superior leadership and contributions to the Richmond region over the decades.

APPOINTMENT

RESOLUTION – Appointment of Members – Finance Board

This Board paper reappoints the following members to the Finance Board for a term ending May 24, 2024, or thereafter when their successors have been appointed and qualified:

John B. Wack
Vaughan G. Crawley

PUBLIC HEARING ITEMS

RESOLUTION - Signatory Authority - Easement Agreement - Virginia Electric and Power Company - Brookland District.

This Board paper would authorize the Chairman to execute an easement agreement with Virginia Electric and Power Company for underground electric line facilities across County property at 6007 Morningside Drive. The underground facilities will alleviate load issues and provide more reliable electric service to County facilities and the surrounding area. The easement will not interfere with the County's use of its land.

The Real Property Division has processed this request through the Departments of Planning, Public Utilities, and Public Works without objection. The Directors of Real Property and Public Works recommend approval of the Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Conveyance of Abandoned Right-of-Way - Fairfield District.

This Board paper authorizes the Chairman and Clerk to execute a deed conveying an abandoned variable width strip of right-of-way to the Economic Development Authority. The variable width strip of right-of-way runs through the property of the Economic Development Authority located at the northeast corner of Parham Road and Interstate 95. The Board abandoned the variable width strip of right-of-way on September 14, 2021.

The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to FY 2021-22 Annual Fiscal Plan - June 2022.

This Board paper introduces a resolution to amend the annual fiscal plan for FY 2021-22. The requested amendments are shown in a list dated May 17, 2022, provided by the County Manager to the Board.

Pursuant to Virginia Code Section 15.2-2507, the County may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing notice of a meeting and public hearing once in a newspaper having general circulation in the County at least seven days prior to the meeting date. The notice states the intent of the Board of Supervisors to amend the budget and includes a brief synopsis of the proposed budget amendments.

The budget amendments that are the subject of this paper are greater than one percent of the total expenditures shown in the currently adopted budget. Therefore, to comply with the notice requirement, this paper directs the Clerk of the Board to advertise, in the Richmond Times-Dispatch on June 7, 2022, a synopsis of the proposed amendments and a public hearing to be held on June 14, 2022. A Board paper to amend the Annual Fiscal Plan and appropriate funds for expenditure will be presented on June 14, 2022.

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

RESOLUTION - Award of Contract - Annual Contract for Easement Clearing.

This Board paper awards a unit price contract for \$325,000 to G. L. Howard, Inc. for an annual contract for easement clearing throughout the County when requested by the County’s Department of Public Utilities.

The contract term will commence on June 1, 2022, and end on May 31, 2023, with two one-year renewal options.

The County received three bids on April 26, 2022, in response to ITB 22-2329-4JL. The bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. (Rockville, VA)	\$325,000
Frederick M. Pryor (Richmond, VA)	\$377,500
Webb Development LLC (Midlothian, VA)	\$408,385

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

Funding to support the contract is available within the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Award of Annual Contract for Subsurface Utility Designating and Locating Services.

This Board paper would award an annual contract to InfraMap Corporation for subsurface utility designating and locating services.

Five proposals were received in response to RFP 22-2285-1KMW. Based upon the review of the written proposals, the Evaluation Committee interviewed the following firms:

Atlas Technical Consultants
InfraMap Corporation
T2 Utility Engineers

The Evaluation Committee selected InfraMap Corporation as the top-ranked firm. The contract will be for a one-year term and may be renewed by the County for two additional one-year terms. Compensation for services will be based on a unit cost rate schedule included in the contract. The project fees may not exceed \$750,000 for any single project or \$2,500,000 in a one-year term.

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