

**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, January 24, 2023, at 5:30 p.m.** in the County Manager's Conference Room, 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:

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|------------------|---|
| 5:30 - 6:00 p.m. | Overview of the Virginia Public Procurement Act |
| 6:00 - 6:10 p.m. | All Henrico Reads 2023                          |
| 6:10 - 6:20 p.m. | Update on ChildSavers                           |
| 6:20 - 6:30 p.m. | Senior Connections Update                       |
| 6:30 - 6:45 p.m. | Review of Regular Meeting Agenda Items          |

*Tanya N. Brackett*

Tanya N. Brackett, CMC  
Clerk, Henrico County Board of Supervisors  
January 19, 2023

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**January 24, 2023**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** - January 10, 2023, Regular Meeting

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

- 29-23                      Resolution - Commending the Glen Allen High School Boys Volleyball Team.
- 30-23                      Resolution - Commending the Glen Allen High School Boys Cross Country Team.

**PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMIT**

- 115-22                      Markel | Eagle Advisors, LLC: Request to conditionally rezone from A-1  
REZ2022-                      Agricultural District to R-5AC General Residence District (Conditional) part of  
00002                      Parcels 733-778-7649 and 734-777-3893 containing 46.599 acres located at the  
Three Chopt                      southwest intersection of Pouncey Tract Road (State Route 271) and Wyndham  
West Drive. The applicant proposes a single-family residential development.  
The R-5A District allows a maximum gross density of 6 units per acre. The use  
will be controlled by zoning ordinance regulations and proffered conditions.  
The 2026 Comprehensive Plan recommends Rural Residential, density should  
not exceed 1 unit per acre. The Planning Commission voted to recommend the  
Board of Supervisors grant the request. **(Deferred from the October 11,  
2022, meeting; Deferral Requested to the April 11, 2023, meeting.)**
- 298-22                      4911 Augusta LLC: Request to conditionally rezone from B-1 Business District  
REZ2022-                      to R-6C General Residence District (Conditional) Parcel 773-736-5900  
00033                      containing .699 acres located on the south line of Augusta Avenue  
Brookland                      approximately 160' west of the intersection of Staples Mill Road (U.S. Route  
33). The applicant proposes a master-planned development with commercial  
uses. The uses will be controlled by zoning ordinance regulations and proffered  
conditions. The 2026 Comprehensive Plan recommends Office. The site is in  
the Enterprise Zone. The Planning Commission voted to recommend the Board  
of Supervisors grant the request. **(Deferred from the November 9, 2022,  
meeting; Deferral Requested to the March 14, 2023, meeting.)**
- 299-22                      4911 Augusta LLC: Request for a Provisional Use Permit under Sections 24-  
PUP2022-                      4205 and 24-2306 of Chapter 24 of the County Code to allow commercial uses  
00018                      and zoning modifications as part of a master-planned development on Parcel  
Brookland                      773-736-5900 located on the south line of Augusta Avenue approximately  
160' west of the intersection of Staples Mill Road (U.S. Route 33). The

existing zoning is B-1 Business District. R-6C General Residence District (Conditional) zoning is proposed with REZ2022-00033. The 2026 Comprehensive Plan recommends Office. The site is in the Enterprise Zone. The Planning Commission voted to recommend the Board of Supervisors **grant** the request. **(Deferred from the November 9, 2022, meeting; Deferral Requested to the March 14, 2023, meeting.)**

31-23 REZ2022-00026 Varina East West Communities: Request to rezone from A-1 Agricultural District to SMX-PD Suburban Residential Mixed Planned Development District Parcels 808-693-9954, 809-693-6405, 809-694-5925, 810-692-7149, 810-693-7671, 811-692-5136, 812-690-1989, 812-690-9875, 812-692-5910, 812-693-8322, and 814-692-1020 containing 253.7 acres located on the east and west lines of Willson Road approximately 1650' north of the intersection of New Market Road (State Route 5). The applicant proposes a suburban residential mixed-use development. The SMX-PD District allows a maximum gross density of 4 units per acre. The uses will be controlled by zoning ordinance regulations and the required Planned Development Master Plan and Terms and Conditions documents. The 2026 Comprehensive Plan recommends Office, Suburban Residential 1, density should not exceed 2.4 units per acre and Environmental Protection Area. Part of the site is in the Airport Overlay District.

#### **PUBLIC HEARINGS - OTHER ITEMS**

- 32-23 Resolution - Creating the GreenCity Community Development Authority.
- 33-23 Resolution - Signatory Authority - Site Agreements - Virginia Department of Environmental Quality - 2401 Hartman Street - Fairfield District.
- 34-23 Resolution - Signatory Authority - Lease - Henrico Community Food Bank - 2401 Hartman Street - Fairfield District.
- 35-23 Resolution - Signatory Authority - Lease - Henrico Police Athletic League - 2401 Hartman Street - Fairfield District.
- 36-23 Ordinance - Vacation of Rights-of-Way - Columbus Avenue, Brockton Street, and Canton Street - Garden City Subdivision - Fairfield District.
- 37-23 Resolution - Signatory Authority - Lease of County Property - BrightSuite Solar VA, Inc. - Three Chopt District.
- 38-23 Resolution - Condemnation - Easements - Church Road Sidewalk Project - 3300 Church Road - Three Chopt District.
- 39-23 Resolution - Condemnation - Easements - Church Road Sidewalk Project - 3330 Church Road - Three Chopt District.
- 40-23 Resolution - Condemnation - Easements - Church Road Sidewalk Project - 3310 Church Road - Three Chopt District.

- 41-23 Resolution - Condemnation - Easements - Church Road Sidewalk Project - 11100 Glen Hollow Court - Three Chopt District.
- 42-23 Ordinance - Vacation of Building Line - West Forest Heights Subdivision - Tuckahoe District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 43-23 Resolution - Expressing Support for Utilization of Industrial Access Railroad Track Funds - Liberty Property Limited Partnership - Fairfield District.
- 44-23 Resolution - Award of Solar Power Purchase Agreement - Springfield Landfill - Three Chopt District.
- 45-23 Resolution - Signatory Authority - Contract Amendment for Architectural and Engineering Services - Police South Station - Varina District.
- 46-23 Resolution - Signatory Authority - License Agreement - Fairfield District.
- 47-23 Introduction of Ordinance - To Amend and Reordain Section 9-2 Titled “Precincts and polling places” of the Code of the County of Henrico to Make Changes to Precinct and Polling Places Recommended by the Electoral Board.
- 48-23 Resolution - Award of Contract - Water Treatment Facility & Len Avenue Pump Station Roof Replacement Projects - Tuckahoe and Fairfield Districts.
- 335-22 Resolution - Award of Contract - Ridgefield Parkway & Gayton Road Water Main Replacement - Tuckahoe District. **(Deferred from the December 13, 2022, meeting.)**
- 49-23 Resolution - Signatory Authority - Amendment to Engineering Services Agreement - SCADA Systems Replacement.
- 50-23 Resolution - Award of Contract - Engineering Services - Woodman Road Improvements Project - Brookland and Fairfield Districts.
- 51-23 Resolution - Signatory Authority - Letter of Agreement with Dominion Energy - Richmond-Henrico Turnpike South Segment Utility Relocation - Fairfield District.
- 52-23 Resolution - Award of Contract - Gaskins Park-N-Ride Lighting - Three Chopt District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
January 24, 2023**

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**PRESENTATIONS**

**RESOLUTION - Commending the Glen Allen High School Boys Volleyball Team.**

This resolution commends the Glen Allen High School Boys Volleyball Team on their second consecutive Virginia High School League State Championship.

**RESOLUTION - Commending the Glen Allen High School Boys Cross Country Team.**

This resolution commends the Glen Allen High School Boys Cross Country Team on their second consecutive state title at the Oatlands Plantation in Leesburg, Virginia.

**PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMIT**

REZ2022-00002  
Three Chopt

Markel | Eagle Advisors, LLC: Request to conditionally rezone from A-1 Agricultural District to R-5AC General Residence District (Conditional) part of Parcels 733-778-7649 and 734-777-3893 containing 46.599 acres located at the southwest intersection of Pouncey Tract Road (State Route 271) and Wyndham West Drive. The applicant proposes a single-family residential development. The R-5A District allows a maximum gross density of 6 units per acre. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Rural Residential, density should not exceed 1 unit per acre. Acting on a motion by Mrs. Thornton, seconded by Mr. Mackey, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would permit development of the land for residential use in an appropriate manner and the proffered conditions will provide appropriate quality assurances not otherwise available. **(Deferred from the October 11, 2022, Meeting; Deferral Requested to the April 11, 2023, Meeting.)**

REZ2022-00033  
Brookland

4911 Augusta LLC: Request to conditionally rezone from B-1 Business District to R-6C General Residence District (Conditional) Parcel 773-736-5900 containing .699 acres located on the south line of Augusta Avenue approximately 160' west of the intersection of Staples Mill Road (U.S. Route 33). The applicant proposes a master-planned development with commercial uses. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office. The site is in the Enterprise Zone. Acting on a motion by Mr. Witte, seconded by Mr. Archer, the Planning Commission voted 5-0 (one abstention) to

recommend the Board of Supervisors **grant** the request because it would not adversely affect the adjoining area if properly developed as proposed and the proffered conditions will provide appropriate quality assurances not otherwise available. **(Deferred from the November 9, 2022, Meeting; Deferral Requested to the March 14, 2023, Meeting.)**

PUP2022-00018  
Brookland

4911 Augusta LLC: Request for a Provisional Use Permit under Sections 24-4205 and 24-2306 of Chapter 24 of the County Code to allow commercial uses and zoning modifications as part of a master-planned development on Parcel 773-736-5900 located on the south line of Augusta Avenue approximately 160' west of the intersection of Staples Mill Road (U.S. Route 33). The existing zoning is B-1 Business District. R-6C General Residence District (Conditional) zoning is proposed with REZ2022-00033. The 2026 Comprehensive Plan recommends Office. The site is in the Enterprise Zone. Acting on a motion by Mr. Witte, seconded by Mr. Archer, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because when properly developed and regulated by the recommended special conditions, it would not be detrimental to the public health, safety, welfare and values in the area. **(Deferred from the November 9, 2022, Meeting; Deferral Requested to the March 14, 2023, Meeting.)**

REZ2022-00026  
Varina

East West Communities: Request to rezone from A-1 Agricultural District to SMX-PD Suburban Residential Mixed Planned Development District Parcels 808-693-9954, 809-693-6405, 809-694-5925, 810-692-7149, 810-693-7671, 811-692-5136, 812-690-1989, 812-690-9875, 812-692-5910, 812-693-8322, and 814-692-1020 containing 253.7 acres located on the east and west lines of Willson Road approximately 1650' north of the intersection of New Market Road (State Route 5). The applicant proposes a suburban residential mixed-use development. The SMX-PD District allows a maximum gross density of 4 units per acre. The uses will be controlled by zoning ordinance regulations and the required Planned Development Master Plan and Terms and Conditions documents. The 2026 Comprehensive Plan recommends Office, Suburban Residential 1, density should not exceed 2.4 units per acre and Environmental Protection Area. Part of the site is in the Airport Overlay District. Acting on a motion by Mr. Mackey, seconded by Mr. Archer, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would permit development of the land for residential uses in an appropriate manner and the applicant has provided appropriate quality assurances not otherwise available.

## **PUBLIC HEARINGS – OTHER ITEMS**

### **RESOLUTION - Creating the GreenCity Community Development Authority.**

This Board paper would create the GreenCity Community Development Authority (the "CDA"). The initial boundaries of the CDA would encompass the former Best Products

property owned by the Economic Development Authority (the “Initial District”). Green City Partners LLC and the Economic Development Authority have submitted a petition for the creation of the CDA to help finance public infrastructure improvements within the Initial District, including a state-of-the-art arena. The improvements would be funded by bonds issued by the CDA and repaid by revenues generated from development within the Initial District and any other property added to the CDA at a later time.

The Board paper also approves articles of incorporation for the CDA. The articles of incorporation appoint the initial members of the CDA for terms expiring December 31, 2026, or thereafter when their successors have been appointed and qualified:

Edward H. Baine  
Bruce Kay  
Sal Mancuso  
Harold Parker  
J. T. “Tom” Tokarz

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

**RESOLUTION - Signatory Authority - Site Agreements - Virginia Department of Environmental Quality - 2401 Hartman Street - Fairfield District.**

This Board paper authorizes the County Manager to sign two site agreements with the Virginia Department of Environmental Quality (“DEQ”) for the former Math & Science Innovation Center at 2401 Hartman Street.

DEQ maintains and operates equipment on the property for ambient air quality sampling and monitoring pursuant to site agreements with the previous owner of the property, the Henrico County School Board. DEQ would like to continue both site agreements with the County now that the property has been transferred from the School Board to the County.

The two site agreements are not expected to interfere with the proposed uses of the property by the Henrico Police Athletic League and Henrico County Food Bank.

The Deputy County Manager for Community Affairs and the Director of Real Property recommend approval of this Board paper; the County Manager concurs.

**RESOLUTION - Signatory Authority - Lease - Henrico Community Food Bank - 2401 Hartman Street - Fairfield District.**

This Board paper authorizes the County Manager to sign a lease agreement with the Henrico County Food Bank for Building E of the former Math & Science Innovation Center at 2401 Hartman Street.

The Food Bank is a charitable organization serving residents of the County and wishes to lease Building E on the property for food storage. The lease would be for a one-year term that may be renewed annually upon mutual agreement of the County and the Food Bank. Under the lease, the Food Bank will pay the County \$300 per month towards the County’s costs of providing custodial services, utilities, and other facility support for Building E.

The Deputy County Manager for Community Affairs and the Director of Real Property recommend approval of this Board paper; the County Manager concurs.

**RESOLUTION - Signatory Authority - Lease - Henrico Police Athletic League - 2401 Hartman Street - Fairfield District.**

This Board paper authorizes the County Manager to sign a lease agreement with the Henrico Police Athletic League (“PAL”) for the former Math & Science Innovation Center at 2401 Hartman Street.

PAL wishes to lease the property for a 10-year term as it conducts a capital campaign to redevelop the property to serve as its long-term home. The County intends to donate the property to PAL upon completion of mutually agreeable milestones in the capital campaign.

During the first five years of the lease, PAL will make monthly payments of \$418 to be applied towards the County’s costs of maintenance and utility expenses for the property. During the last five years of the lease, PAL will assume responsibility for the maintenance and utilities.

The lease will be subject to other limited uses by the Henrico County Food Bank and Virginia Department of Environmental Quality.

The Deputy County Manager for Community Affairs and the Director of Real Property recommend approval of this Board paper; the County Manager concurs.

**ORDINANCE - Vacation of Rights-of-Way - Columbus Avenue, Brockton Street, and Canton Street - Garden City Subdivision - Fairfield District.**

This ordinance vacates all of Brockton Street and Canton Street and a portion of Columbus Avenue, which are rights-of-way in the Garden City subdivision. The vacation is subject to the County’s right to access its existing utilities in the vacated rights-of-way. Stanley Martin Homes, LLC, which owns property in the vicinity of the roads, has requested the vacation for the resubdivision and development of its property. The rights-of-way are not necessary for public transit.

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

**RESOLUTION - Signatory Authority - Lease of County Property - BrightSuite Solar VA, Inc. - Three Chopt District.**

This Board paper authorizes the County Manager to execute a lease to BrightSuite Solar VA, Inc. for space on closed portions of the Springfield Landfill. BrightSuite will install, own, and maintain solar panels and associated equipment on the space to generate electric power to be purchased by the County under a power purchase agreement.

The initial term of the lease will be 30 years, commencing on the effective date of the power purchase agreement between BrightSuite and the County. Annual rent will be \$1.00. BrightSuite and the County may agree to extend the lease for two periods of five years at the same rent.

The Deputy County Manager for Community Operations and the Directors of General Services, Public Utilities, and Real Property recommend approval of this paper, and the County Manager concurs.

**RESOLUTION - Condemnation - Easements - Church Road Sidewalk Project - 3300 Church Road - Three Chopt District.**

This Board paper authorizes condemnation proceedings for easements needed for the construction of the Church Road Sidewalk Project.

The County needs to acquire a permanent sidewalk easement containing 769 square feet and a temporary construction easement containing 1,416 square feet across the property located at 3300 Church Road, identified as Tax Map Parcel 746-757-6463, and owned by ZP No 14, LLC. Based on an independent appraisal, the County made an offer of \$6,600 for the required property interests. The parties cannot reach an agreement on the acquisition of the Easements.

This Board paper authorizes the County Attorney to institute and conduct condemnation proceedings in accordance with the Code of Virginia. This Board paper further authorizes and directs the County Manager to continue to seek a voluntary acquisition of the easements, to take all steps necessary to acquire the easements, and to enter on and take possession of the required easements in accordance with the Code of Virginia.

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

**RESOLUTION - Condemnation - Easements - Church Road Sidewalk Project - 3330 Church Road - Three Chopt District.**

This Board paper authorizes condemnation proceedings for easements needed for the construction of the Church Road Sidewalk Project.

The County needs to acquire a permanent sidewalk easement containing 430 square feet and a temporary construction easement containing 850 square feet across the property located at 3330 Church Road, identified as Tax Map Parcel 746-757-4576, and owned by Barony Owner's Association. The County has conducted examinations of title to the property and has not been able to make a bona fide offer to purchase the easements because Barony Owner's Association, Inc. is defunct, and its successors are unknown. Based on an independent appraisal, the County estimates the value of the necessary easements is \$419.

This Board paper authorizes the County Attorney to institute and conduct condemnation proceedings in accordance with the Code of Virginia. This Board paper further authorizes and directs the County Manager to continue to seek a voluntary acquisition of the easements, to take all steps necessary to acquire the easements, and to enter on and take possession of the required easements in accordance with the Code of Virginia.

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

**RESOLUTION - Condemnation - Easements - Church Road Sidewalk Project - 3310 Church Road - Three Chopt District.**

This Board paper authorizes condemnation proceedings for easements needed for the construction of the Church Road Sidewalk Project.

The County needs to acquire a permanent sidewalk easement containing 639 square feet and a temporary construction easement containing 832 square feet across the property located at 3310 Church Road, identified as Tax Map Parcel 746-757-7579, and owned by 7-Eleven, Inc. Based on an independent appraisal, the County made an offer of \$6,000 for the required property interests. The parties cannot reach an agreement on the acquisition of the Easements.

This Board paper authorizes the County Attorney to institute and conduct condemnation proceedings in accordance with the Code of Virginia. This Board paper further authorizes and directs the County Manager to continue to seek a voluntary acquisition of the easements, to take all steps necessary to acquire the easements, and to enter on and take possession of the required easements in accordance with the Code of Virginia.

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

**RESOLUTION - Condemnation - Easements - Church Road Sidewalk Project - 11100 Glen Hollow Court - Three Chopt District.**

This Board paper authorizes condemnation proceedings for easements needed for the construction of the Church Road Sidewalk Project.

The County needs to acquire a permanent sidewalk easement containing 396 square feet and a temporary construction easement containing 1,950 square feet across the property located at 11100 Glen Hollow Court, identified as Tax Map Parcel 746-756-3498, and owned by Walid and Nermine Saleh. Based on an independent appraisal, the County made an offer of \$3,600 for the required property interests. The parties cannot reach an agreement on the acquisition of the Easements.

This Board paper authorizes the County Attorney to institute and conduct condemnation proceedings in accordance with the Code of Virginia. This Board paper further authorizes and directs the County Manager to continue to seek a voluntary acquisition of the easements, to take all steps necessary to acquire the easements, and to enter on and take possession of the required easements in accordance with the Code of Virginia.

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

**ORDINANCE - Vacation of Building Line - West Forest Heights Subdivision - Tuckahoe District.**

This ordinance would vacate the 40-foot building line on Lot 6, Block G, Section 2 of the West Forest Heights subdivision, also known as 1304 Santa Rosa Road. The property

owner, Santa Rosa, LLC, requested the vacation to add a porch to the front and side of an existing home.

The Real Property Division processed the requested vacation through the Departments of Planning, Public Works, and Public Utilities without objection. The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

## **PUBLIC COMMENTS**

## **GENERAL AGENDA**

### **RESOLUTION - Expressing Support for Utilization of Industrial Access Railroad Track Funds - Liberty Property Limited Partnership - Fairfield District.**

This Board paper would express the County's support for the application of Liberty Property Limited Partnership ("Liberty Property") to the Virginia Department of Rail and Public Transportation for \$400,000 in Industrial Access Railroad Track Funds to support Liberty Property's operations. The funds will be used for rail improvements at Liberty Property's facilities on Carolina Avenue.

Liberty Property will provide a 30% match for any funds awarded by the state, and there will be no local match or cost to the County.

The Executive Director of the Economic Development Authority recommends approval of the Board paper, and the County Manager concurs.

### **RESOLUTION - Award of Solar Power Purchase Agreement - Springfield Landfill - Three Chopt District.**

This Board paper would award a solar power purchase agreement to BrightSuite Solar VA, Inc. to provide electric power generated by solar panels it will install, own, and maintain at the Springfield Landfill.

Compensation for services will be based upon the annual rate schedule contained in the agreement. The term of the solar power purchase agreement is 30 years with two five-year extension options.

The Directors of General Services, Public Utilities, and Purchasing recommend approval of this Board paper, and the County Manager concurs.

### **RESOLUTION - Signatory Authority - Contract Amendment for Architectural and Engineering Services - Police South Station - Varina District.**

On October 25, 2022, the Board of Supervisors awarded a contract in the amount of \$904,840 to Moseley Architects, PC for design and construction administration services for the Police South Station.

Additional design and construction administration services are needed to complete the interior plans for the Canine Training Facility and the Police Emergency Communications (911) Training Center. A lump sum fee of \$300,506 has been negotiated for the additional

work, and the Board’s approval is required because this amendment would increase the original contract amount by more than 15% to a total of \$1,205,346.

This Board paper authorizes the County Manager to execute a contract amendment in a form approved by the County Attorney for additional services by Moseley Architects, PC.

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

**RESOLUTION - Signatory Authority - License Agreement - Fairfield District.**

This Board paper authorizes the County Manager to execute a temporary license agreement allowing MasTec North America, Inc. to use County-owned property at 5417 Gillespie Avenue as a temporary material staging area during its work to upgrade gas mains in the County along the Lakeside Avenue corridor between I-95 and Dumbarton Road. The work will improve service to 71 residences and approximately 40 businesses in the County. The use will not interfere with present or future use of County property.

The Acting Director of Recreation and Parks and the Director of Real Property recommend approval of the Board paper; the County Manager concurs.

**INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 9-2 Titled “Precincts and polling places” of the Code of the County of Henrico to Make Changes to Precinct and Polling Places Recommended by the Electoral Board.**

This Board paper introduces for advertisement and a public hearing on February 28, 2023, an ordinance to make changes to precinct and polling places recommended by the Electoral Board. The changes are summarized as follows:

1. **Fairfield District** – the Essex Village Precinct will be merged into the Highland Gardens Precinct because of issues with the voting room location and ongoing renovations at St. Luke Apartments.
2. **Fairfield District** – the Hollybrook Precinct will be merged into the Belmont Precinct because of inadequate facilities and handicap accessible parking spaces at the Hollybrook Apartments.
3. **Fairfield District** – the Oakview Precinct will be merged into the Brookland Precinct because both precincts currently use Brookland Middle School as their polling place.
4. **Fairfield District** – the Stratford Hall Precinct will be merged into the Moody Precinct because both precincts currently use Moody Middle School as their polling place.
5. **Fairfield District** – the polling place for the Randolph Precinct will be moved to Longdale Elementary School because Virginia Randolph School will be undergoing major renovations.
6. **Three Chopt District** – the polling place for the Causeway Precinct will be temporarily moved for the June 2023 primary election to Nuckols Farm Elementary School because Gayton Baptist Church will not be available for use during the primary election.

7. **Tuckahoe District** – the polling place for the Rollingwood Precinct will be moved to Trinity United Methodist Church because Third Church will be undergoing major renovations.
8. **Varina District** – the polling place for the Highland Springs Precinct will be moved from the old Highland Springs High School to the new Highland Springs High School.

If approved, the changes would not take effect until reviewed by the Attorney General in accordance with state law. It is anticipated that review would be completed before the June primary election.

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

**RESOLUTION - Award of Contract - Water Treatment Facility & Len Avenue Pump Station Roof Replacement Projects - Tuckahoe and Fairfield Districts.**

This Board paper awards a fixed price contract for \$1,062,204 to Northeast Contracting Corporation, for the Water Treatment Facility & Len Avenue Pump Station Roof Replacement Projects. The Projects consist of removal and replacement of existing membrane roof systems at the Water Treatment Facility and the Len Avenue Pump Station, including removal, reinstallation, and recertification of the lightning protection system on the Water Treatment Facility roof. The Projects are located at 10111 Three Chopt Road and 2701 Len Avenue.

Work on the Projects is anticipated to begin in April 2023 and be completed within 410 calendar days. Funding will be provided by the Water and Sewer Revenue Fund.

The County received two bids on November 16, 2022, in response to ITB 22-2431-10JL, and Addendum No. 1. The bids were as follows:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
Northeast Contracting Corporation Lorton, VA	\$1,062,204
N.W. Martin & Bros., Inc. Richmond, VA	\$1,368,084

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

Funding to support the contract is available within the project budget. The Directors of Public Utilities and Purchasing recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Award of Contract - Ridgefield Parkway & Gayton Road Water Main Replacement - Tuckahoe District.**

This Board paper awards a fixed price contract for \$786,100 to Crown Construction Service, Inc., for the Ridgefield Parkway & Gayton Road Water Main Replacement Project. The work consists of providing approximately 800 linear feet of 16-inch and 100 linear feet of 6-, 8-, and 12-inch PVC water main along Ridgefield Parkway from Gayton Road to Poplar Forest Drive;

abandoning approximately 850 linear feet of 6- to 16-inch water main; installing of two water services and two fire hydrants; and providing site and pavement restoration.

Work on the project is anticipated to begin in January 2023 and be completed within 210 calendar days. Funding will be provided by the Water and Sewer Revenue Fund.

The County received seven bids on October 25, 2022, in response to ITB 22-2423-9JOK, and Addendum No. 1. The bids were as follows.

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
Crown Construction Service, Inc. Alexandria, VA	\$786,100
Franco's Liberty Bridge, Inc. Clinton, MD	\$791,300
Piedmont Construction Co., Inc. Oilville, VA	\$921,101
G.L. Howard, Inc. Rockville, VA	\$1,200,800
J.R. Caskey, Inc. Oilville, VA	\$1,330,864
C.T. Purcell Excavating and Grading, Inc. Montpelier, VA	\$1,471,101
Walter C Via Enterprises, Inc. West Point, VA	\$1,598,918

Based upon a review of the bids, Crown Construction Service, Inc, is the lowest responsive and responsible bidder.

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

This Board paper was deferred from the meeting on December 13, 2022.

**RESOLUTION - Signatory Authority - Amendment to Engineering Services Agreement - SCADA Systems Replacement.**

On May 24, 2016, the Board of Supervisors approved an engineering services agreement for \$3,936,735 with Arcadis U.S., Inc. for professional engineering services for the SCADA Systems Replacement project. The project involves the provision of engineering design and construction administration services to replace the Supervisory Control and Data Acquisition (SCADA) systems for 34 water and sewer pumping stations, the Water Treatment Facility, and the Water Reclamation Facility.

On May 29, 2020, the Purchasing Director approved a \$587,420 amendment to provide additional design and construction phase services, including project administration and coordination, design of a remote communication system, repackaging projects for three construction bid documents, and additional contract administration services during construction of three separate projects.

Additional construction phase services are necessary for project administration, inspection services, support services, review of submittals, and SCADA standards updates. The Department of Public Utilities has negotiated a contract amendment of \$980,884 for the additional services. Board approval of the second 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 \$5,505,039. Funding is available in the Water and Sewer Revenue Fund.

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

**RESOLUTION - Award of Contract - Engineering Services - Woodman Road Improvements Project - Brookland and Fairfield Districts.**

This Board paper would award a contract to Kimley-Horn & Associates for engineering services to design the Woodman Road Improvements Project. The proposed improvements total approximately 8,500 linear feet and generally involve widening along Woodman Road between Hungary Road and Mountain Road from a two-lane undivided roadway to a four-lane divided roadway with a shared-use path and sidewalk. The Project design will begin in February 2023.

On June 10, 2022, the County received four proposals in response to RFP No. 22-2353-5EAR. The selection committee interviewed the following firms:

Dewberry Engineers  
Kimley-Horn & Associates

The committee selected Kimley-Horn & Associates as the top-ranked firm and negotiated a time and materials contract not to exceed \$4,922,581.27. Funding is available in the project budget.

The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget.

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

**RESOLUTION - Signatory Authority - Letter of Agreement with Dominion Energy - Richmond-Henrico Turnpike South Segment Utility Relocation - Fairfield District.**

On September 12, 2017, the Board of Supervisors granted signatory authority to the County Manager to execute a project administration agreement with the Virginia Department of Transportation under which the County would improve the Richmond-Henrico Turnpike South Segment between Laburnum Avenue and Hummingbird Road (the "Project").

The Department of Public Works has negotiated an agreement with Dominion Energy under which the County will pay Dominion Energy for the materials, equipment, and work necessary to relocate the electric distribution facilities in conflict with the proposed improvements for the Project.

Under the agreement, the County will pay an estimated \$1,438,117 to Dominion Energy to cover the cost of the utility relocation.

The Board paper authorizes the Director of Public Works to execute the agreement with Dominion Energy.

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

**RESOLUTION - Award of Contract - Gaskins Park-N-Ride Lighting - Three Chopt District.**

This Board paper awards a contract for \$553,976.67 to Lighting Maintenance, Inc. for construction of the Gaskins Park-N-Ride Lighting Project. The Project consists of the construction of lighting improvements within the Gaskins Park-N-Ride lot and removal of existing equipment. The improvements include the installation of new lighting poles, conduit system, lighting control center, and electrical service.

The work on this Project is anticipated to begin in April 2023 and is scheduled to be completed within 365 calendar days.

The County received one bid on January 6, 2023, in response to ITB No. 22-2452-11EAR as follows:

<b><u>Bidder</u></b>	<b><u>Bid Amount</u></b>
Lighting Maintenance, Inc. Harmans, MD	\$553,976.67

Based upon a review of the bid, Lighting Maintenance, Inc. is the lowest responsive and responsible bidder.

The final contract amount will be determined upon completion of the Project by multiplying the actual unit quantities authorized by the County for construction by the unit prices submitted in the contractor's bid.

The County Manager is authorized to execute the contract in a form approved by the County Attorney.

The County Manager, or the Purchasing Director as his designee, is also authorized to execute change orders within the scope of the project budget.

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