

**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, 2020, at 5:45 p.m.** in the Board Room 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:

5:45 - 6:00 p.m.	2020 Tax Billing Update
6:00 - 6:15 p.m.	Richmond Region Tourism Update
6:15 - 6:30 p.m.	Programming Update – Advocate for the Aging
6:30 - 6:45 p.m.	Regular Meeting Agenda Items

Tanya Brackett Harding

Tanya Brackett Harding, CMC
Clerk, Henrico County Board of Supervisors
October 22, 2020

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
October 27, 2020
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – October 13, 2020, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEMS

- 264-20 Resolution - Signatory Authority - Quitclaim of Portion of Utility Easement - Middleton Place - Brookland District.
- 265-20 Resolution - Signatory Authority - Acquisition and Lease of Real Property - 2302 Homeview Drive - Three Chopt District.
- 266-20 Resolution - Signatory Authority - Quitclaim of Portion of Drainage Easement - 8503 Fordson Road - Three Chopt District.

PUBLIC COMMENTS

GENERAL AGENDA

- 267-20 Resolution - Approval of Issuance of Bonds - Westminster Canterbury Corporation - Economic Development Authority of Henrico County, Virginia - Fairfield District.
- 268-20 Resolution - Amendment to FY 2020-21 Annual Fiscal Plan - CARES Act Funding for Henrico County Public Schools: October 2020.
- 269-20 Resolution - Award of Contract - Staples Mill Firehouse 20 - Brookland District.
- 270-20 Resolution - Signatory Authority - Leases for Capital Region Workforce Partnership - Brookland and Fairfield Districts and Chesterfield County.
- 271-20 Resolution - Signatory Authority - Acquisition of Right-of-Way and Easement - 11200 Fanwood Court - Three Chopt Road Improvements Project - Three Chopt District.
- 272-20 Resolution - Award of Engineering Services Contract - White Oak Sewage Pumping Station and Force Main Upgrade Project - Varina District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
October 27, 2020**

PUBLIC HEARING ITEMS

RESOLUTION - Signatory Authority - Quitclaim of Portion of Utility Easement - Middleton Place - Brookland District.

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in an unneeded portion of easement across property at Middleton Place. The owner, Hungary Road Investments, LLC, has requested this action. There are no County facilities in the easement area, the County does not need the portion to be quitclaimed, and a replacement easement has been dedicated to the County.

The Directors of Public Utilities and Planning and the Acting Director of Real Property recommend approval of this Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Acquisition and Lease of Real Property - 2302 Homeview Drive - Three Chopt District.

This Board paper would authorize the County Manager to execute a purchase agreement and accept the deed necessary to acquire the house and land at 2302 Homeview Drive to expand the Tucker High School site. 2302 Homeview Drive, LLC owns the property and has agreed to sell the property for \$179,190.

A condition of the sale is that the County lease the property to allow the current residents to live there until August 31, 2021. The Board paper authorizes the County Manager to execute a deed of lease which provides that in lieu of paying rent, the residents will be responsible for maintenance and repairs during the lease period.

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

RESOLUTION - Signatory Authority - Quitclaim of Portion of Drainage Easement - 8503 Fordson Road - Three Chopt District.

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in an unneeded portion of easement across property at 8503 Fordson Road. The owner, Hilton M. Rubin, Inc., has requested this action. There are no County facilities in the easement area, the County does not need the portion to be quitclaimed, and a replacement easement has been dedicated to the County.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Approval of Issuance of Bonds - Westminster Canterbury Corporation - Economic Development Authority of Henrico County, Virginia - Fairfield District.

This Board paper approves the issuance of bonds in an amount not to exceed \$75,000,000 by the County’s Economic Development Authority for the benefit of Westminster Canterbury Corporation, a nonstock, not-for-profit Virginia corporation which owns and operates Westminster Canterbury, a continuing care retirement community located at 1600 Westbrook Avenue in the Fairfield District. The bonds will be used to finance costs related to (a) developing, constructing, equipping and renovating assisted living and memory support units and related community facilities; (b) designing, renovating and equipping existing facilities; and (c) other improvements at the property such as road improvements, site work, demolition of existing structures, and architectural improvements.

The bonds will also be used to refund existing bonds and finance, if and as needed, costs related to a debt service reserve fund, costs of issuance, working capital, routine capital expenditures at the facility, and other expenses in connection with the issuance of the bonds.

By resolution dated October 15, 2020, the EDA recommended that the Board approve the issuance of the bonds.

RESOLUTION - Amendment to FY 2020-21 Annual Fiscal Plan - CARES Act Funding for Henrico County Public Schools: October 2020.

This Board paper, if approved, amends the Annual Fiscal Plan and appropriates funds for expenditure from the federal CARES Act for Henrico County Public Schools.

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

RESOLUTION - Award of Contract - Staples Mill Firehouse 20 - Brookland District.

This Board paper would award a contract for \$7,218,636 to Ritchie-Curbow Construction Co., Inc. for construction of the new Staples Mill Firehouse 20 at 8521 Willis Road. Construction is anticipated to begin in November 2020 with occupancy in February 2022.

The County received 11 bids on October 8, 2020, in response to ITB 20-2040-8JOK and Addendum No. 1 as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Ritchie-Curbow Construction Co., Inc. Newport News, VA	\$7,218,636
Southwood Building Systems, Inc. Ashland, VA	\$7,307,500
Daniel & Company, Inc. Richmond, VA	\$7,459,000

Heartland Construction, Inc. Chesapeake, VA	\$7,476,470
The Trent Corporation Henrico, VA	\$7,517,230
J W Enochs, Inc. Hopewell, VA	\$7,681,500
Kenbridge Construction Co., Inc. Kenbridge, VA	\$7,867,600
Loughridge & Co. Richmond, VA	\$7,965,260
Carlson Brothers, Inc. Joliet, IL	\$8,021,940
Oyster Point Construction Company Newport News, VA	\$8,122,740
RMT Construction & Development Group, LLC Richmond, VA	\$8,195,941

Based upon a review of the bids, Ritchie-Curbow Construction Co., Inc., 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. Funding to support the contract is available within the project budget.

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

RESOLUTION - Signatory Authority - Leases for Capital Region Workforce Partnership - Brookland and Fairfield Districts and Chesterfield County.

This Board paper authorizes the County Manager to execute an amendment to the lease agreement for office space leased by the County as the fiscal agent for the Capital Region Workforce Partnership at 304 Turner Road in Chesterfield County. The Board paper also authorizes the County Manager to execute lease amendments, subleases, and sublease amendments for Capital Region Workforce Partnership office space leases previously approved by the Board of Supervisors.

The leases for the Capital Region Workforce Partnership are funded by annual WOIA grants. The Director of the Capital Region Workforce Partnership and the Acting Director of Real Property recommend approval of the Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Acquisition of Right-of-Way and Easement - 11200 Fanwood Court - Three Chopt Road Improvements Project - Three Chopt District.

This Board paper authorizes the acquisition of 364 square feet of fee simple right-of-way and 1,805 square feet of permanent utility easement to relocate Dominion Energy Virginia facilities across the property at 11200 Fanwood Court for the Three Chopt Road Improvements project. Sergio Rivera and Emily Ornelas own the property and have agreed to sell the right-of-way and easement for \$26,000, a negotiated amount between the

County's and the owners' appraisal values.

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

RESOLUTION - Award of Engineering Services Contract - White Oak Sewage Pumping Station and Force Main Upgrade Project - Varina District.

This Board paper would award a professional engineering services contract to Whitman Requardt and Associates, LLP to provide engineering design services for the White Oak Sewage Pumping Station and Force Main Upgrade project for \$2,650,924.

The contract will provide professional engineering services for design of sewage pump station and force main upgrades, including the installation of five new sewage pumps, odor control, electrical controls, and replacement of 7,800 feet of 30-inch force main with 36-inch force main. The upgrades will accommodate growth and peak wet weather flows within the basin and increase the pump station capacity from 11.8 mgd to 22 mgd. Funding for the contract will be provided by the Water and Sewer Revenue Fund.

Seven proposals were received on May 14, 2019, in response to RFP No. 19-1857-4JOK. After review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Whitman Requardt and Associates, LLP
Greeley and Hansen, LLC
Rummel, Klepper & Kahl, LLP

Based on the written proposals and interviews, the Selection Committee members selected Whitman Requardt and Associates, LLP as the top-ranked firm and negotiated a fixed price contract for \$2,650,924.

The Board paper awards the contract to Whitman Requardt and Associates, LLP and grants 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.