

A G E N D A

JAMES CITY COUNTY BOARD OF SUPERVISORS

County Government Center Board Room

October 22, 2013

7:00 P.M.

-
- A. CALL TO ORDER**
 - B. ROLL CALL**
 - C. MOMENT OF SILENCE**
 - D. PLEDGE OF ALLEGIANCE** – Trevor Jahn, a 5th grade student at Norge Elementary and a resident of the Stonehouse District
 - E. PRESENTATIONS**
 - F. PUBLIC COMMENT**
 - G. BOARD REQUESTS AND DIRECTIVES**
 - H. CONSENT CALENDAR**
 - 1. Grant Award – Port Security Grant Program (PSGP) – \$63,000
 - 2. Grant Award – Virginia Department of Environmental Quality – \$13,015
 - 3. Irrevocable Election Not to Participate in Virginia Local Disability Program
 - I. PUBLIC HEARINGS**
 - J. BOARD CONSIDERATION**
 - 1. Contract Award – Fire Station 4 – \$3,279,000
 - K. PUBLIC COMMENT**
 - L. REPORTS OF THE COUNTY ADMINISTRATOR**
 - M. BOARD REQUESTS AND DIRECTIVES**
 - N. CLOSED SESSION**
 - 1. Consideration of a Personnel Matter, the Appointment of Individuals to County Boards and/or Commissions Pursuant to Section 2.2-3711(A)(1) of the Code of Virginia
 - a. Williamsburg Regional Library
 - O. ADJOURNMENT** – to 7 p.m. on November 12, 2013, for the Regular Meeting

MEMORANDUM COVER

Subject: Grant Award - FY 2013 Port Security Grant Program (PSGP) - \$63,000

Action Requested: Shall the Board approve the resolution to accept the Port Security Grant Program (PSGP) Grant Award?

Summary: The James City County Police Department has been awarded Federal funds via the FY 2013 PSGP in the amount of \$63,000 (\$47,250 PSGP; \$15,750 local match) from the Department of Homeland Security. These specific funds will be used to purchase various equipment and personal protective wear to assist the Underwater Search and Rescue Team, Marine Patrol, and Special Weapons and Tactics (SWAT) team members.

Staff recommends adoption of the attached resolution.

Fiscal Impact: N/A

FMS Approval, if Applicable: Yes No

Assistant County Administrator

Doug Powell DP

County Administrator

Robert C. Middaugh [Signature]

Attachments:

1. Memorandum
2. Resolution

Agenda Item No.: H-1

Date: October 22, 2013

M E M O R A N D U M

DATE: October 22, 2013

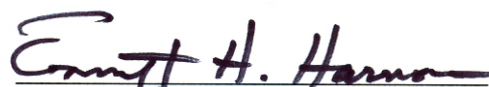
TO: The Board of Supervisors

FROM: Emmett H. Harmon, Chief of Police

SUBJECT: Grant Award – Port Security Grant Program (PSGP) – \$63,000

The James City County Police Department has been awarded Federal funds via the FY 2013 Port Security Grant Program (PSGP) in the amount of \$63,000 (\$47,250 PSGP; \$15,750 local match) from the Department of Homeland Security. The period for expenditures by James City County is September 1, 2013, through August 31, 2015. PSGP is a maritime transportation infrastructure security initiative within the Department of Homeland Security, and typically, the availability of this grant recurs annually. Purchases with PSGP funds are limited to equipment detailed in the Federal Emergency Management Agency's Authorized Equipment List and training associated with that same equipment. These specific funds will be used to purchase various equipment and personal protective wear to assist the Underwater Search and Rescue Team, Marine Patrol, and Special Weapons and Tactics (SWAT) efforts of the Police Department. These needs were identified as the programs have matured, as needs have changed and technology has advanced. These funds will not take the place of budgeted expenses.

Staff recommends adoption of the attached resolution.


Emmett H. Harmon

EHH/gb
GA_PortSecu2013_mem

Attachment

RESOLUTION

GRANT AWARD - FY 2013 PORT SECURITY GRANT PROGRAM (PSGP) - \$63,000

WHEREAS, the James City County Police Department has been awarded an FY 13 Port Security Grant Program from the Department of Homeland Security; and

WHEREAS, the award is in the amount of \$63,000 (\$47,250 PSGP; \$15,750 local match) from the Department of Homeland Security; and

WHEREAS, the matching funds of \$15,750 are available in the County's Grant Match Account.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, accepts the \$63,000 grant awarded by the Department of Homeland Security and authorizes the following appropriation to the Special Projects/Grants Fund:

Revenues:

FY 13 PSGP	\$47,250
County's Grant Match Account	<u>15,750</u>
Total:	<u>\$63,000</u>

Expenditure:

FY 13 PSGP	<u>\$63,000</u>
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John J. McGlennon
Chairman, Board of Supervisors

ATTEST:

Robert C. Middaugh
Clerk to the Board

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
JONES	_____	_____	_____
KENNEDY	_____	_____	_____
ICENHOUR	_____	_____	_____
BRADSHAW	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of October, 2013.

GA-PortSecu2013_res

MEMORANDUM COVER

Subject: Grant Award - Virginia Department of Environmental Quality - \$13,015

Action Requested: Shall the Board approve the resolution that appropriates the grant amount of \$13,015 to the Special Projects/Grants Fund in support of the litter prevention, beautification, and recycling programs?

Summary: The FY 2014 Virginia Department of Environmental Quality Litter Prevention and Recycling Grant was awarded to James City County in the amount of \$13,015. The litter grant fund is appropriated for the James City Clean County Commission to educate and encourage residents, local businesses, and industry to enhance both the physical and visual environment. Examples of annual programs and activities supported by the litter grant include the Annual Spring Cleanup, Community Outreach and Environmental Education, Household and Hazardous Chemical Collections and Computer Recycling.

Staff recommends adoption of the attached resolution.

Fiscal Impact: \$13,015 Grant Funds

FMS Approval, if Applicable: Yes No

Assistant County Administrator

Doug Powell DP

County Administrator

Robert C. Middaugh 

Attachments:

1. Memorandum
2. Resolution
3. Award Letter

Agenda Item No.: H-2

Date: October 22, 2013

MEMORANDUM

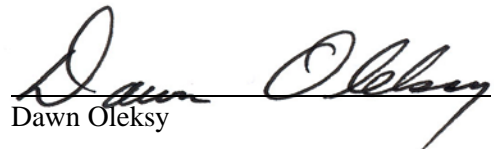
DATE: October 22, 2013
TO: The Board of Supervisors
FROM: Dawn Oleksy, Environmental Coordinator
SUBJECT: Grant Award - Virginia Department of Environmental Quality - \$13,015

The FY 2014 Virginia Department of Environmental Quality Litter Prevention and Recycling Grant was awarded to James City County in the amount of \$13,015.

The attached resolution appropriates the grant amount of \$13,015 to the Special Projects/Grants Fund in support of the litter prevention, beautification, and recycling programs.

The litter grant fund is appropriated for the James City Clean County Commission to educate and encourage residents, local businesses, and industry to enhance both the physical and visual environment. Examples of annual programs and activities supported by the litter grant include the Annual Spring Cleanup, Community Outreach and Environmental Education, Household and Hazardous Chemical Collections and Computer Recycling.

Staff recommends adoption of the attached resolution.


Dawn Oleksy

CONCUR:


John T.P. Horne

DO/nb
GA-LitterCntrl_mem

Attachments

RESOLUTION**GRANT AWARD - VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY - \$13,015**

WHEREAS, the Department of Environmental Quality has awarded James City County a Litter Prevention and Recycling Grant in the amount of \$13,015.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the Special Projects/Grants Fund:

Revenue:

Litter Control Grant	<u>\$13,015</u>
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Expenditure:

Litter Control Grant	<u>\$13,015</u>
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John J. McGlennon
Chairman, Board of Supervisors

ATTEST:

Robert C. Middaugh
Clerk to the Board

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	___	___	___
JONES	___	___	___
KENNEDY	___	___	___
ICENHOUR	___	___	___
BRADSHAW	___	___	___

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of October, 2013.

GA-LitterCntrl_res

Douglas W. Domenech
Secretary of Natural Resources

David K. Paylor
Director

(804) 698-4000
1-800-592-5482

September 13, 2013

Mr. Robert Middaugh
Administrator, County of James City
101 C Mounts Bay Road
Williamsburg, Virginia 23185

Dear Mr. Middaugh:

I am pleased to inform you that a grant award of **\$13,015** has been approved for the **County of James City** Litter Prevention and Recycling Program activities for the period July 1, 2013 to June 30, 2014. A payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days in processing by check is required.

If you have any questions or need additional information, please contact me at steve.coe@deq.virginia.gov or at 804-698-4029.

Sincerely,

G. Stephen "Steve" Coe

G. Stephen Coe
Division of Land Protection & Revitalization
Recycling and Litter Programs

Cc: Grant file

MEMORANDUM COVER

Subject: Irrevocable Election Not to Participate in Virginia Local Disability Program

Action Requested: Shall the Board approve the resolution to “opt-out” of the Virginia Local Disability Program (VLDP) and offer a comparable employer-paid plan instead?

Summary: The General Assembly enacted legislation requiring a disability benefit for those employees who will be covered under the new hybrid retirement plan that goes into effect on January 1, 2014.

Each governing body may choose to provide this mandated benefit by “opting in” to the Virginia Retirement System’s Virginia Local Disability Program (VLDP) or by “opting out” and offering a comparable employer-paid plan that meets or exceeds the VLDP coverage. The decision is irrevocable.

After reviewing plans, staff found that the rates offered by other plans are more competitive than the VLDP and are guaranteed for a longer period.

Staff recommends approval of the attached resolution that elects not to participate in the VLDP.

Fiscal Impact: Since coverage is mandatory, either through VLDP or a comparable plan, lower rates will have a positive fiscal impact

FMS Approval, if Applicable: Yes No

Assistant County Administrator

Doug Powell DP

County Administrator

Robert C. Middaugh [Signature]

Attachments:

1. Memorandum
2. Resolution

Agenda Item No.: H-3

Date: October 22, 2013

VLDPelect-bos_cvr

MEMORANDUM

DATE: October 22, 2013
TO: The Board of Supervisors
FROM: James Peterson, II, Assistant Director of Human Resources
SUBJECT: Irrevocable Election Not to Participate in Virginia Local Disability Program

The General Assembly enacted legislation requiring a disability benefit for those employees who will be covered under the new hybrid retirement plan that goes into effect on January 1, 2014. Employees covered under the hybrid plan include those hired after January 1, 2014 or existing employees who chose to participate in the hybrid plan.

Each governing body may choose to provide this mandated benefit either by participating in the Virginia Retirement System's Virginia Local Disability Program (VLDP) or by offering a comparable employer-paid plan that meets or exceeds the VLDP coverage. James City County and the James City Service Authority will automatically be enrolled in the VLDP unless the respective Boards submit the attached Irrevocable Election Not to Participate in Virginia Local Disability Program Resolution to the Virginia Retirement System by November 1, 2013.

While it is necessary to decide whether to "opt in" or "opt out" at this time, it is not necessary to select a comparable plan.

After reviewing plans, staff found that the rates offered by other plans are more competitive than the VLDP and are guaranteed for a longer period. For example, the current cost of the VLDP is .91 percent of the hybrid employee's compensable pay and rates are guaranteed for six months while the cost of plans endorsed by the Virginia Association of Counties Risk Pool (VACORP) and the Virginia Municipal League Insurance Programs (VMLIP) range from .75 percent to .79 percent and are guaranteed for a longer period of time.

The decision to "opt in" or "opt out" of the VLDP is irrevocable.

Staff recommends approval of the attached resolution.



James Peterson, II

JP/nb
VLDPelect-bos_mem

Attachment

RESOLUTION

IRREVOCABLE ELECTION NOT TO PARTICIPATE IN

VIRGINIA LOCAL DISABILITY PROGRAM

WHEREAS, by enacting Chapter 11.1 of Title 51.1 of the *Code of Virginia*, the Virginia General Assembly has established the Virginia Local Disability Program (“VLDP”) for the payment of short-term and long-term disability benefits for certain participants in the hybrid retirement program described in Virginia Code § 51.1-169; and

WHEREAS, for purposes of VLDP administration, an employer with VLDP-eligible employees may make an irrevocable election on or before November 1, 2013, requesting that its eligible employees not participate in VLDP as of the VLDP effective date of January 1, 2014, because it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees that meets or exceeds the coverage set out in Chapter 11.1 of Title 51.1 of the *Code of Virginia*, with the exception of long-term care coverage, by January 1, 2014 ; and

WHEREAS, it is the intent of James City County (55147) to make this irrevocable election to request that its eligible employees not participate in VLDP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that James City County irrevocably elects not to participate in VLDP because it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees.

BE IT FURTHER RESOLVED that as an integral part of making this irrevocable election, James City County certifies that it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees.

John J. McGlennon
Chairman, Board of Supervisors

ATTEST:

Robert C. Middaugh
Clerk to the Board

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
JONES	_____	_____	_____
KENNEDY	_____	_____	_____
ICENHOUR	_____	_____	_____
BRADSHAW	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of October, 2013.

MEMORANDUM COVER

Subject: Contract Award – Fire Station 4 – \$3,279,000

Action Requested: Shall the Board approve the Contract Award resolution for AR Chesson Construction Company, Inc. in the amount of \$3,279,000?

Summary: Fire Station 4 will be replaced as part of the approved James City County Capital Improvements Plan (CIP). The building dates back to 1980 with no major renovations other than a new kitchen in 1994. The existing building is approximately 5,500 square feet. It is the intent of this project to construct a new fire station of approximately 14,000 square feet on the same parcel, then abandon and demolish the existing structure. Fire operations will be maintained from the existing site throughout the project.

In keeping with the Sustainable Building Policy adopted by the Board of Supervisors on March 23, 2010, this project has been designed to achieve the Leadership in Energy and Environmental Design (LEED) Green Building Rating System for New Construction and Major Renovations, 2009 Edition, Silver level. Potential bidders were pre-qualified to submit a bid for the renovation work to ensure the successful contractor had experience with projects of similar scope and budget, experience with phased construction, and LEED project experience. A Request for Qualifications was publicly advertised and ten firms submitted their qualifications. Eight firms were determined to be qualified to submit bids for the fire station replacement work. Seven pre-qualified firms submitted bids and AR Chesson Construction Company, Inc. submitted the lowest responsive and responsible bid. The bid price of \$3,279,000 is slightly higher than earlier project estimates, but within budget.

The attached resolution authorizes the Contract Award to AR Chesson Construction Company, Inc. for the Fire Station 4 replacement project.

Staff recommends approval of the attached resolution.


Fiscal Impact: Funded from the CIP budget

FMS Approval, if Applicable: Yes No

Assistant County Administrator

Doug Powell 

County Administrator

Robert C. Middaugh 

Attachments:

1. Memorandum
2. Resolution

Agenda Item No.: J-1

Date: October 22, 2013

CA-FStation4_cvr

M E M O R A N D U M

DATE: October 22, 2013

TO: The Board of Supervisors

FROM: Barry E. Moses, Capital Projects Coordinator

SUBJECT: Contract Award – Fire Station 4 – \$3,279,000

As part of the approved James City County FY 2013 and 2014 budgets, a replacement fire station was planned for Fire Station 4. This Facility is intended to provide space for fire department operations and space for fire department training. The proposed fire station is approximately 14,000 square feet in size. Fire operations areas will include three apparatus bays, decontamination room, a hose tower, and mezzanine which will accommodate window/door openings and anchors for fire department training exercises. The design includes enough living space for 12 people with integrated living spaces and bunk rooms, as well as office and study space. The project will be phased to be built around the existing Fire Station 4 while maintaining ongoing Fire Station 4 operations from the existing facility. Once the new Fire Station 4 is complete and operations transferred to it, the existing fire station building will be demolished and a new parking lot will be installed.

Also included in the project are improvements to a downstream, off-site stormwater facility to provide stormwater treatment for this site. The retrofit of this off-site facility is identified as a priority retrofit in the Powhatan Creek Watershed Management Plan. Construction is expected to take up to 18 months. Contractors were pre-qualified in a publicly advertised process in September 2012 and eight firms were determined to be qualified. Of the eight pre-qualified contractors, seven firms submitted bids and were considered for award as listed below.

<u>Firm</u>	<u>Amount</u>
Conrad Brothers, Inc.	\$3,972,000
Kenbridge	3,809,000
David Nice Builders, Inc.	3,700,000
Virtexco Corporation	3,692,000
Haley	3,690,000
Gulf Seaboard General Contractors, Inc.	3,680,000
AR Chesson Construction Company, Inc.	3,279,000

A.R. Chesson Construction Company, Inc. was pre-qualified with at least three successful projects of similar size and scope and has been determined to be the lowest responsive and responsible bidder. The bid amount of \$3,279,000 is slightly higher than earlier project estimates but within the overall budget. Total project funding available in the approved Capital Improvements Plan is \$4,069,130, which includes construction, design, and property acquisition.

Attached is a resolution authorizing the Contract Award to AR Chesson Construction Company, Inc. for Fire Station 4.

Contract Award – Fire Station 4 – \$3,279,000

October 22, 2013

Page 2

Staff recommends approval of the attached resolution.



Barry E. Moses

CONCUR:



John T. P. Horne

BEM/nb
CA-FStation4_mem

Attachment

RESOLUTION**CONTRACT AWARD – FIRE STATION 4 – \$3,279,000**

WHEREAS, funds are available from the Capital Improvement Project (CIP) accounts; and

WHEREAS, seven bids were considered for award and AR Chesson Construction Company, Inc. was the lowest responsive and responsible bidder.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby awards the contract in the amount of \$3,279,000 for the Fire Station 4 to AR Chesson Construction Company, Inc.

John J. McGlennon
Chairman, Board of Supervisors

ATTEST:

Robert C. Middaugh
Clerk to the Board

	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	_____	_____	_____
JONES	_____	_____	_____
KENNEDY	_____	_____	_____
ICENHOUR	_____	_____	_____
BRADSHAW	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of October, 2013.

CAFstation4_res