

A G E N D A

JAMES CITY SERVICE AUTHORITY BOARD OF DIRECTORS

County Government Center Board Room

July 28, 2009

7:00 P.M.

A. CALL TO ORDER

B. ROLL CALL

C. CONSENT CALENDAR

1. Minutes – June 23, 2009, Regular Meeting
2. Formal Acceptance of Water and Sewer Systems – FY 2009
3. Contract Award – Building E HVAC, Phase II – \$198,000

D. PUBLIC HEARING

1. Vacate Sewer Easements – 139, 143, and 145 Magruder Avenue

E. BOARD REQUESTS AND DIRECTIVES

F. ADJOURNMENT to July 28, 2009, at 7 p.m.

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AT A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE JAMES CITY SERVICE AUTHORITY, JAMES CITY COUNTY, VIRGINIA, HELD ON THE 23RD DAY OF JUNE 2009, AT 7:00 P.M. IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

B. ROLL CALL

Bruce C. Goodson, Chairman - Absent
John J. McGlennon, Vice Chairman
Mary Jones
James O. Icenhour, Jr.
James Kennedy

Sanford B. Wanner, Secretary
Leo P. Rogers, County Attorney
Larry Foster, General Manager

C. CONSENT CALENDAR

Mr. Kennedy made a motion to adopt the consent calendar.

The motion passed by a unanimous voice vote.

1. Minutes – May 26, 2009, Regular Meeting

D. BOARD REQUESTS AND DIRECTIVES

Mr. McGlennon asked about charging a minimum fee for wastewater treatment from Hampton Roads Sanitation District (HRSD) when a customer does not reach the prescribed level of wastewater. He stated that though the James City Service Authority (JCSA) does not have the ability to change the policy, he asked that Mr. Foster inquire to HRSD since this contradicts encouragement to conserve water.

Mr. Foster stated he would follow up with HRSD on the matter.

The Board agreed that this was an issue of concern.

Mr. Icenhour asked about recent breaks in a waterline and a sewer line.

Mr. Foster stated that the waterline break was at the Lightfoot shops and that it was an incidental break. He stated it was isolated within two hours, but it took time to get the line repaired.

Mr. Icenhour asked if the break was a result of age.

Mr. Foster stated that it was incidental and the line may be stressed over time by temperature and how it is laid.

Mr. Icenhour asked about the sewer line break.

Mr. Foster stated that it was in an unusual location. He stated that 4,000-6,000 gallons were lost, but it was a smaller line than expected.

Mr. Icenhour noted that the sewer bypass line on Route 199 was removed.

Mr. Foster stated the project was recently completed by HRSD.

E. ADJOURNMENT to July 28, 2009, at 7 p.m.

Mr. Icenhour made a motion to adjourn.

The motion passed by a unanimous voice vote.

At 7:45 p.m., Mr. McGlennon adjourned the Board of Directors.

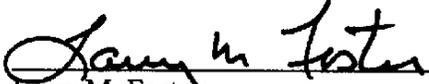
Sanford B. Wanner
Secretary to the Board

MEMORANDUM

DATE: July 28, 2009
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, James City Service Authority
SUBJECT: Formal Acceptance of Water and Sewer Systems - FY 2009

Attached is a resolution formally accepting water and sewer systems constructed and contributed to the James City Service Authority by developers during FY 2009. The resolution lists the value of the infrastructure at the time of completion.

Staff recommends adoption of the attached resolution accepting the dedication of the infrastructure.


Larry M. Foster

LMF/nb
Acceptance09_mem

Attachment

RESOLUTION

FORMAL ACCEPTANCE OF WATER AND SEWER SYSTEMS - FY 2009

WHEREAS, certain water and sewer infrastructures have been constructed by developers and dedicated to the James City Service Authority; and

WHEREAS, these water and sewer infrastructures have been constructed in accordance with technical requirements of the James City Service Authority.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, does formally accept the dedication of the water and sewer systems listed below, as of June 30, 2009.

Water Dedications

<u>Development</u>	<u>Value</u>
Druid Hills – Section D	\$ 12,250
Greensprings West – Section 4B & 5	236,220
Greensprings West – Section 6	233,935
James River Baptist Church	32,900
Landfall Village	75,000
Michelle's Point	332,125
Monticello Woods – Section 2B	49,395
New Town – Section 2 & 4, Ph. 3	201,760
New Town – Block 6 & 7	28,050
New Town – Phase 1, Sec. 2 & 4	300,000
New Town – SunTrust, Block 5	31,150
The Retreat – Phase 2	173,140
Wedmore Place @ the Winery	81,040
Williamsburg Plantation – Phase 6 (2)	19,000
Williamsburg Plantation – Phase 9, 10, & 11	<u>62,575</u>
Total:	<u>\$1,868,540</u>

Sewer Dedications

<u>Development</u>	<u>Value</u>
Creative Critters	\$ 8,180
Druid Hills – Section D	5,200
Greensprings West – Section 4B & 5	484,885
Greensprings West – Section 6	414,055
Henderson Office Park	4,835
Landfall Village	130,640
Michelle's Point	1,044,095
Monticello Woods – Section 2B	101,715
New Town – Section 2 & 4, Phase 3	150,625
New Town – Block 6 & 7	15,970

New Town – Phase 1, Section 2 & 4	193,410
Williamsburg Plantation – Phase 6 (2)	26,760
Williamsburg Plantation – Phase 9, 10, & 11	<u>133,290</u>
Total:	<u>\$2,713,660</u>

Bruce C. Goodson
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County,
Virginia, this 28th day of July, 2009.

Acceptance09_res

M E M O R A N D U M

DATE: July 28, 2009

TO: The Board of Directors

FROM: Grace A. Boone, General Services Operations Administrator

SUBJECT: Contract Award – Building E HVAC, Phase II – \$198,000

Over the past decade, the Department of General Services has been incorporating Trane Heating, Ventilating, and Air Conditioning (HVAC) controls and equipment into County facilities. Currently, the County has nine facilities being serviced and/or controlled by Trane products with plans to incorporate five more facilities in the future with Trane controls and equipment. This investment not only includes controls and equipment, but also training for the County's Service Technicians.

General Services is standardizing HVAC controls and equipment to Trane products to promote operational efficiency and safety. Staff is currently working on an on-site inventory which will house Trane replacement parts. This on-site inventory will reduce equipment downtime and improve response time and customer service because parts will be on hand and interchangeable from facility to facility. In addition, troubleshooting and diagnosis of service issues will require less time. Standardization promotes safety because staff members can rely on their previous experience and training when servicing the equipment.

The Building E HVAC replacement includes the engineering and installation of Trane products to include ten high-efficiency water source heat pumps, a variable-speed system loop pump and controls, a high-efficiency natural gas boiler, and air and water system balancing. This project is actually Phase II of an earlier HVAC controls installation in 2007.

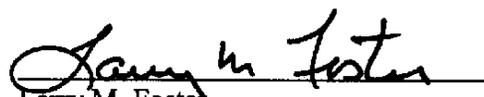
General Services, in consultation with the Purchasing Office, determined that Damuth Trane is the only source practicably available to engineer and install the Trane HVAC controls and equipment required by the Authority in Building E. Damuth Trane submitted a proposal to engineer and install the new system at a proposed cost of \$198,000. The proposed rates have been determined to be reasonable through comparison to other current County HVAC replacements and current construction cost indexes.

The James City Service Authority FY 2010 Capital Improvement Projects budget includes funds to update the HVAC equipment because the current system has met its life expectancy.

Because this would be a sole source purchase over \$100,000, Board of Directors approval is necessary. The Purchasing Director has reviewed and approved this as a sole source purchase. Staff recommends approval of the attached resolution authorizing the sole source purchase of engineering and installation services from Damuth Trane in the amount of \$198,000 for the Phase II of the Building E HVAC replacement.


Grace A. Boone

CONCUR:


Larry M. Foster

GAB/nb
CA_BldEHVAC2_mem

Attachment

RESOLUTION

CONTRACT AWARD – BUILDING E HVAC, PHASE II – \$198,000

WHEREAS, the James City County Department of General Services is standardizing its Heating, Ventilating, and Air Conditioning (HVAC) building controls and equipment in County facilities to promote operational efficiency and safety; and

WHEREAS, the current Building E HVAC controls and equipment have met their life expectancy and are in need of a second phase of the system replacement; and

WHEREAS, it has been determined by General Services, in consultation with the Purchasing Office, that Damuth Trane is the only source practicably available to engineer and install the HVAC controls and equipment required by the Authority; and

WHEREAS, Damuth Trane submitted a proposal to perform the required services, the proposed rates have been determined to be reasonable, and adequate funds are available in the Fiscal Year 2010 budget.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes the contract award in the amount of \$198,000 to Damuth Trane for the Building E HVAC controls and equipment.

Bruce C. Goodson
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County,
Virginia, this 28th day of July, 2009.

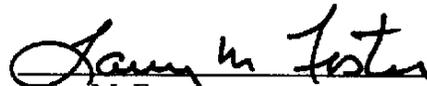
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MEMORANDUM

DATE: July 28, 2009
TO: The Board of Directors
FROM: Larry M. Foster, General Manager, and James City Service Authority
SUBJECT: Vacate Sewer Easements – 139, 143, and 145 Magruder Avenue

This meeting has been advertised as a public hearing on a request to vacate the sewer easement on parcels identified as James City County Real Estate Tax Map Nos. 5910200024, 5910200024A, and 5910200024B. The sewer easement was obtained in the early 1970s to construct a sewer system to serve the area. After the easement was obtained, the sewer line was rerouted and the easement never used.

After conducting the public hearing, staff recommends that the Board approve the attached resolution authorizing the General Manager to sign the appropriate documents necessary to vacate the easements located on the above properties and referenced in the resolution.


Larry M. Foster

LMF/nb
MagruderAve_mem

Attachment

RESOLUTION

VACATE SEWER EASEMENTS – 139, 143, AND 145 MAGRUDER AVENUE

WHEREAS, it has been determined that the James City Service Authority's sewer easement located on parcels identified as James City County Real Estate Tax Map Nos. 5910200024, 5910200024A, and 5910200024B are no longer needed.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, hereby authorizes its General Manager to sign the necessary documents to abandon the sanitary sewer easement located on the properties at 139, 143, and 145 Magruder Avenue and defined on a plat prepared by A.G Harocops, Inc., Certified Surveyors and Consultants dated April 5, 2009.

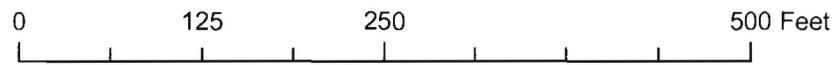
Bruce C. Goodson
Chairman, Board of Directors

ATTEST:

Sanford B. Wanner
Secretary to the Board

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 28th day of July, 2009.

MagruderAve_res



Abandonment of Easement on Magruder Ave

This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. James City Service Authority is not responsible for its accuracy or how current it may be.