

**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, April 23, 2013**, at **5:45 p.m.** in the County Manager's Conference Room located on the third floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matter to be reviewed by the Board at this time is:

5:45 – 6:15 p.m.                      J. Sargeant Reynolds Community College Update

6:15 – 6:45 p.m.                      *Dinner*



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
April 18, 2013

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**April 23, 2013**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENT PRAYER**

**APPROVAL OF MINUTES** – April 9, 2013, Regular Meeting

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Proclamation – Crime Victims' Rights Week – April 21 – 27, 2013.

Proclamation - Correctional Officers Week - May 5 - 11, 2013.

Proclamation – Law Enforcement Officers Week – May 12 – 18, 2013.

Proclamation – Drug Court Month – May 2013.

**PUBLIC HEARING ITEMS**

89-13            Resolution – Real Estate Tax Levies, 2013.

90-13            Resolution – Personal Property, Aircraft, Manufactured Homes, Qualifying Vehicles Owned or Leased by Members of a Volunteer Rescue Squad or Volunteer Fire Department, Disabled Veterans' Vehicles, Motor Vehicles Specially Equipped to Provide Transportation for Physically Handicapped Individuals, Machinery and Tools, and Machinery and Tools for Semiconductor Manufacturers Tax Levies, 2013.

91-13            Ordinance - To Amend and Reordain Section 20-78(g) of the Code of the County of Henrico Titled “Elderly or Permanently and Totally Disabled Persons” to Change the Maximum Annual Real Estate Tax Exemption for Qualified Real Estate Advantage Program (“REAP”) Applicants from \$3,000 to \$1,500.

92-13            Ordinance – To Amend and Reordain Section 6-3 of the Code of the County of Henrico Titled “Permit fees” to Change Various Building Permit Fees, to Eliminate the Reinspection Fee, and to Add an Inspection Surcharge Fee.

- 93-13 Ordinance - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges.
- 94-13 Ordinance - To Extend the Term of the Cable Television Franchise of Comcast of Massachusetts/Virginia, Inc. (“Comcast”).
- 95-13 Ordinance - Vacation of Building Line - Lot 17 in Block B of Section 2 of College Hills Subdivision - Tuckahoe District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 85-13 Resolution – Adoption of Operating and Capital Annual Fiscal Plans For Fiscal Year 2013-14 and Allocation of Car Tax Relief for Tax Year 2013. **(Deferred from the April 9, 2013, meeting.)**
- 96-13 Resolution – Requesting the Circuit Court to Order a Referendum on the Question of Whether the County of Henrico, Virginia, Should Be Authorized to Levy a Meals Tax.
- 97-13 Resolution – Award of Construction Contract – Fire Station 10 Replacement - Brookland District.
- 98-13 Resolution - Consent to Conveyance of Property by Capital Region Airport Commission for Roadway Improvements – Varina District.
- 99-13 Resolution - Signatory Authority - Amendment to Contract for Engineering Design Services - Charles City Road Improvements from West of Laburnum Avenue to East of Monahan Road (approximately 1,365 feet) - Project #00984 - Varina District.
- 100-13 Resolution - Award of Annual Construction Contract - Various Types of Road and Drainage Projects.
- 101-13 Resolution - Signatory Authority - Amendment to Contract for Engineering Design Services - Creighton Road Improvements Project #00985 - Fairfield and Varina Districts.

102-13

Resolution - Award of Construction Contract - Comminutor Improvements - Almond Creek SPS, New Market SPS, Rooty Branch SPS and Virginia Center SPS - Fairfield, Three Chopt and Varina Districts.



**COUNTY OF HENRICO, VIRGINIA**  
**BOARD OF SUPERVISORS' RESUME**  
**April 23, 2013**

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**PRESENTATIONS**

**PROCLAMATION – Crime Victims’ Rights Week – April 21 – 27, 2013.**

Twenty-three million Americans are victims of crime each year, and of those, 5.3 million are victims of violent crime. The County’s Victim/Witness Program is joining forces with victim service programs, criminal justice officials, and concerned citizens throughout Henrico and America to observe National Crime Victims’ Rights Week. This proclamation recognizes April 21 – 27, 2013, as Crime Victims’ Rights Week in Henrico County and reaffirms the County’s commitment to respect and enforce victims’ rights and address their needs during this observance and throughout the year.

**PROCLAMATION - Correctional Officers Week - May 5 - 11, 2013.**

National Correctional Officers Week raises awareness of the dedication, loyalty, and work of the nation's correctional deputies. In conjunction with this national observance, it is fitting to honor Henrico's correctional deputies for the important tasks they perform each day, for the many risks they take to provide for our security outside of the County's jail facilities, and for the sacrifices they make to protect Henrico citizens. This proclamation recognizes May 5 - 11, 2013, as Correctional Officers Week; encourages all Henrico citizens to acknowledge the significance of this observance; and salutes the County's correctional deputies for their invaluable contributions to the community.

**PROCLAMATION – Law Enforcement Officers Week – May 12 – 18, 2013.**

The professional law enforcement officers of Henrico County serve our citizens daily, protecting lives and property while upholding County ordinances and Virginia laws. By the nature of their duties, these professionals endure grave danger and, on occasion, loss of their own lives. This proclamation recognizes May 12 – 18, 2013, as Law Enforcement Officers Week and Thursday, May 16, 2013, as Law Enforcement Officers Day; encourages Henrico citizens to take note of these special dates; and salutes the County’s law enforcement officers for their steadfast commitment to the County’s public safety efforts and for their ongoing contributions to the quality of life of this community. The proclamation will be presented to the Chief of Police on May 16, 2013, during the County’s annual Police Memorial Ceremony at Police Memorial Park.

**PROCLAMATION – Drug Court Month – May 2013.**

The National Association of Drug Court Professionals is sponsoring National Drug Court Month during May 2013. The Henrico County Adult Drug Court has served this community

for over 10 years as a collaborative effort of the 14<sup>th</sup> Judicial Circuit Court, the Commonwealth's Attorney's Office, the Sheriff's Office, Henrico Area Mental Health and Developmental Services, the Division of Police, the Community Corrections Program, and the Probation and Parole District 32 Office of the Virginia Department of Corrections. This proclamation recognizes May 2013 as Drug Court Month; calls this year's theme, *Drug Courts: A Proven Budget Solution*, to the attention of Henrico citizens; and salutes the men and women who have contributed to the success of the Henrico County Adult Drug Court.

## **PUBLIC HEARING ITEMS**

### **RESOLUTION – Real Estate Tax Levies, 2013.**

An advertised public hearing will be held on April 23, 2013, prior to the setting of the real estate tax rate. This public hearing was advertised on March 24, 2013.

Upon the approval of the Annual Fiscal Plan, this paper may be approved, amended, or a substitute paper approved. The proposed real estate tax levy is \$0.87 per \$100 of assessed valuation and represents no change from the prior year, 2012.

The proposed real estate tax levies for the Sanitary Districts are as follows: The proposed levy for Sanitary District #2 is \$0.003 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed levy for Sanitary District #3 is \$0.010 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed levy for Sanitary District #3.1 is \$0.031 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed levy for Sanitary District #12 is \$0.010 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed levy for Sanitary District #23 is \$0.010 per \$100 of assessed valuation, and represents no change from the prior year, 2012.

### **RESOLUTION – Personal Property, Aircraft, Manufactured Homes, Qualifying Vehicles Owned or Leased by Members of a Volunteer Rescue Squad or Volunteer Fire Department, Disabled Veterans' Vehicles, Motor Vehicles Specially Equipped to Provide Transportation for Physically Handicapped Individuals, Machinery and Tools, and Machinery and Tools for Semiconductor Manufacturers Tax Levies, 2013.**

An advertised public hearing will be held on April 23, 2013, prior to the setting of the personal property, aircraft, manufactured homes, qualifying vehicles owned or leased by members of a volunteer rescue squad or volunteer fire department, disabled veterans' vehicles, motor vehicles specially equipped to provide transportation for physically handicapped individuals, machinery and tools and machinery and tools for semiconductor manufacturers tax rates. This public hearing was advertised on March 24, 2013.

Upon approval of the Annual Fiscal Plan, this paper may be approved, amended, or a substitute paper approved. The proposed personal property tax levy is \$3.50 per \$100 of assessed valuation and represents no change from the prior year, 2012. The proposed aircraft tax levy is \$1.60 per \$100 of assessed valuation, and represents no change from the prior year,

2012. The proposed manufactured homes tax levy is \$0.87 per \$100 of assessed valuation, the same as that applicable to real property, and represents no change from the prior year, 2012. The proposed tax levy on qualifying vehicles owned or leased by members of a volunteer rescue squad or volunteer fire department is \$1.00 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed tax levy on disabled veterans' vehicles is \$0.01 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed tax levy on motor vehicles specially equipped to provide transportation for physically handicapped individuals is \$0.01 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed machinery and tools tax levy is \$1.00 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed tax levy for machinery and tools used in semiconductor manufacturing is \$0.40 per \$100 of assessed valuation, and represents no change from the prior year, 2012. The proposed tax levy on tangible personal property of public service corporations and other persons with property assessed pursuant to Chapter 26 of Title 58.1 of the Code of Virginia (except aircraft, automobiles, and trucks), is \$0.87 per \$100 of assessed valuation, the same as that applicable to real property, and represents no change from the prior year, 2012.

In addition, four classifications of personal property: (a) property used in a research and development business; (b) certain generating equipment purchased after December 31, 1974, for the purpose of changing the energy source of a manufacturing plant to achieve more efficient use of any energy source; (c) certain property used in manufacturing, testing, or operating satellites, and (d) certain motor vehicles, trailers, and semitrailers used to transport property for hire by motor carrier engaged in interstate commerce, are to be taxed at the same rate, \$1.00 per \$100 of assessed valuation as that applicable to the machinery and tools classification, and represents no change from the prior year, 2012.

No change is proposed in the sanitary districts' tax levy in Sanitary Districts #2, #3, #3.1, #12, and #23 from the prior year, 2012 for street lighting. Such proposed tax levies are \$0.001 for all sanitary districts per \$100 of assessed valuation, except for property taxed at the rate applicable to real property, in which case the levies are as assessed on real property.

**ORDINANCE - To Amend and Reordain Section 20-78(g) of the Code of the County of Henrico Titled "Elderly or Permanently and Totally Disabled Persons" to Change the Maximum Annual Real Estate Tax Exemption for Qualified Real Estate Advantage Program ("REAP") Applicants from \$3,000 to \$1,500.**

This ordinance proposes an ordinance amendment to change the maximum annual real estate tax exemption for qualified REAP applicants from \$3,000 to \$1,500.

**ORDINANCE - To Amend and Reordain Section 6-3 of the Code of the County of Henrico Titled "Permit fees" to Change Various Building Permit Fees, to Eliminate the Reinspection Fee, and to Add an Inspection Surcharge Fee.**

Section 36-105 of the Code of Virginia authorizes localities to charge fees for administration and enforcement of the Virginia Uniform Statewide Building Code. This Board paper

approves an ordinance to amend Section 6-3 of the County Code which sets out the fees for construction of new structures and alterations to existing structures.

The ordinance would replace the \$25.00 reinspection fee with an inspection surcharge fee of \$75.00 for each inspection of new one- and two- family dwellings that exceeds the average number of inspections for such structures. It would change the permit fee for one- and two-family dwellings from \$40.00 plus \$0.10 per square foot to a flat fee of \$680.00. It would change the permit fee for appurtenances from \$40.00 plus \$0.06 per square foot to \$100.00 plus \$6.00 per \$1,000 of value over \$5,000. It would change the permit fee for buildings other than one- and two- family dwellings from \$40.00 plus \$4.00 per \$1,000 of value over \$2,000 to \$100.00 plus \$7.00 per \$1,000 of value over \$5,000. It would also amend the plumbing, mechanical, electrical, and fire protection permit fee schedule for various types of inspections.

Finally, the ordinance would provide that the fee for amusement devices would be as prescribed by the Virginia Amusement Device Regulations.

The Building Official recommends approval of this Board paper, and the County Manager concurs.

**ORDINANCE - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges.**

The proposed ordinance would increase basic connection fees for single-family residences approximately 5% from \$4,270 to \$4,485 for water and from \$5,220 to \$5,480 for sewer when the developer installs all local facilities. Other categories, such as multi-family residences, hotels, hospitals and nursing homes, would also increase approximately 5%. Local facilities fees would increase from \$2,385 to \$2,505 for water and from \$3,515 to \$3,690 for sewer. These changes would be effective October 1, 2013.

The proposed ordinance would also increase bimonthly service and volume charges by approximately 5% for water and 5% for sewer, including industrial strong waste charges, effective July 1, 2013. The total increase in water and sewer charges to a typical customer (4 people) using 20 Ccf of water every two months will be \$7.10 bimonthly, or approximately 12¢ per day.

These changes are recommended to support the operating and capital budgets, including water and sewer rehabilitation projects, as well as Cobbs Creek Reservoir project.

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



**ORDINANCE - To Extend the Term of the Cable Television Franchise of Comcast of Massachusetts/Virginia, Inc. (“Comcast”).**

This ordinance authorizes the County Manager to execute an amendment to Comcast’s franchise agreement to extend the term of the agreement by six months.

The County and Comcast are negotiating a new franchise agreement to replace the current agreement, which is set to expire on May 14, 2013. The six-month extension will allow Comcast and the County additional time to complete negotiations.

**ORDINANCE - Vacation of Building Line - Lot 17 in Block B of Section 2 of College Hills Subdivision - Tuckahoe District.**

This ordinance will vacate the building line on the plat for Lot 17 in Block B of Section 2 of the College Hills subdivision. The lot owners, Daniel R. Ensminger and Maureen E. Charneco, have requested this vacation so they can add a front porch to their house. The Real Property Department has processed this requested vacation through the Departments of Planning, Public Utilities and Public Works without objection.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION – Adoption of Operating and Capital Annual Fiscal Plans For Fiscal Year 2013-14 and Allocation of Car Tax Relief for Tax Year 2013.**

On Tuesday, April 9, 2013, this paper will be considered, but should be deferred (at least seven days, according to law) before being approved. At a scheduled meeting on Tuesday, April 23, 2013, at 7:00 p.m. the proposed Operating and Capital Annual Fiscal Plans may be approved, amended, substituted for, or deferred until a later date, but, at least with regard to the schools’ budget, should be approved by May 1, 2013. This paper will also allocate car tax relief for tax year 2013. This item was deferred at the Board of Supervisors’ April 9, 2013, meeting.

**RESOLUTION – Requesting the Circuit Court to Order a Referendum on the Question of Whether the County of Henrico, Virginia, Should Be Authorized to Levy a Meals Tax.**

The purpose of this Board paper is to initiate the process leading up to a referendum on November 5, 2013 to authorize the County to levy a meals tax. The meals tax would help fund the operational needs and capital projects of the Henrico County Public Schools.

After this resolution is approved by the Board, the County Attorney will file it with the Circuit Court of the County and request the Court to enter an appropriate order calling for the referendum election. After the Court order is entered, the County Attorney will submit the

referendum to the United States Department of Justice for preclearance pursuant to Section 5 of the Voting Rights Act of 1965, as amended.

**RESOLUTION - Award of Construction Contract - Fire Station 10 Replacement - Brookland District.**

This Board paper awards a construction contract to Haley Builders, Inc. for replacement of Fire Station 10 at 6313 Horsepen Road. The project includes construction of a 12,200square foot, three-bay drive-through fire station and limited off-site drainage improvements along Horsepen Road and Crescent Parkway. The County is seeking LEED Silver Certification from the U.S. Green Building Council.

The existing Fire Station 10 will remain fully functional during construction.

It is anticipated the project will be substantially complete 445 calendar days after the date of written notice to proceed.

The County received 3 bids on April 10, 2013 as follows:

<u>Bidder</u>	<u>Bid</u>
Haley Builders, Inc.	\$4,400,000
Kenbridge Construction Company, Inc.	\$4,477,700
Sauer, Inc.	\$4,581,000

Funding to support the contract is available within the project budget.

The Director of General Services and the Fire Chief recommend that the Board award the contract in the amount of \$4,400,000 to Haley Builders, Inc., the lowest responsive and responsible bidder, and authorize the County Manager, or the Director of General Services as his designee, to execute change orders not to exceed 15% of the original contract amount. The County Manager concurs.

**RESOLUTION - Consent to Conveyance of Property by Capital Region Airport Commission for Roadway Improvements – Varina District.**

On March 26, 2013, the Capital Region Airport Commission approved a resolution that requests each of its member jurisdictions to give approval for the Commission to convey in fee simple to the County of Henrico ±1.318 acres of land along Charles City Road (“Conveyance Property”) for roadway improvements to be built by the County of Henrico. The Deed and Agreement made as of January 1, 1976, by and between the Commission, the County of Henrico, and the City of Richmond, and as subsequently amended and entered by the County of Chesterfield and the County of Hanover, requires the Commission to obtain the prior written consent of the member jurisdictions in order to convey, sell or otherwise dispose of any real estate conveyed to the Commission by the City. The real estate will be used by the

County in connection with roadway improvements it will construct at the intersection of State Route 895, Airport Drive, and Charles City Road.

This conveyance is without charge. The Directors of Real Property and Public Works recommend approval of this paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Amendment to Contract for Engineering Design Services - Charles City Road Improvements from West of Laburnum Avenue to East of Monahan Road (approximately 1,365 feet) - Project #00984 - Varina District.**

On December 14, 2005, the Board of Supervisors approved a contract with Michael Baker, Jr., Inc. for the lump sum fee of \$1,084,121.76 for the preparation of design and construction plans for Charles City Road improvements from west of Laburnum Avenue to east of Monahan Road.

On February 10, 2009, the Board approved a contract amendment for the fixed lump sum fee of \$220,453.00 for additional work to design approximately 1,365 feet of waterline along Charles City and Monahan Roads and for additional roadway design.

On November 24, 2009, the Board approved a second amendment for the fixed lump sum fee of \$186,379.16 to provide final plans for a stand-alone construction project on Charles City Road near the proposed intersection with the I-895 Connector.

On October 26, 2010 the Board approved a third amendment for the lump sum fee of \$164,038.16 for engineering design services for coordination with the I-895 Connector project.

Michael Baker, Jr., Inc. and the Department of Public Works have negotiated a fixed lump sum fee of \$4,870.24 for preparation of an environmental report required by the Federal Aviation Administration (FAA) for transfer of property to the County by the Capital Region Airport Commission (CRAC). The transfer is the subject of a companion paper that requires Board approval.

This Board paper authorizes the County Manager and the Clerk to execute the amendment in a form approved by the County Attorney in the amount of \$4,870.24. Funds for this project will be provided from the Capital Projects Fund Project #00984.

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

**RESOLUTION - Award of Annual Construction Contract - Various Types of Road and Drainage Projects.**

This resolution would award a contract to **Central Contracting Co, Inc.** for the construction (furnish and install) of various types of road and drainage projects throughout the County. The contract would be awarded on a unit price basis for the period May 1, 2013 to April 30, 2014 with the option for the County to renew it for four additional one year terms. The final

contract value at the end of any one year would be the sum of the number of units utilized during the year times the unit prices in the contract.

Five bids were received and opened on March 18, 2013 in response to IFB #13-9391-3AL. For selection and evaluation purposes, the lowest responsive bid was determined by multiplying the unit price times the unit quantities specified in the bid documents.

<u>Bidders</u>	<u>Total Bid</u>
<b>Central Contracting Co., Inc.</b>	<b>\$1,328,122.97</b>
Possie B. Chenault, Inc.	\$2,156,274.00
Corman Construction, Inc.	\$2,381,820.00
Finley Asphalt & Sealing, Inc.	\$2,724,902.00
Messer Contracting, LLC	\$3,091,471.00

**Central Contracting Co., Inc.** was determined to be the lowest responsive and responsible bidder.

This resolution authorizes the County Manager to execute a contract in a form approved by the County Attorney. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget.

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

**RESOLUTION - Signatory Authority - Amendment to Contract for Engineering Design Services - Creighton Road Improvements Project #00985 - Fairfield and Varina Districts.**

On April 25, 2006, the Board awarded a contract to AECOM (formerly known as Earth Tech, Inc.) for a total fixed lump sum fee of \$1,549,450.60 for the preparation of design and construction plans for Creighton Road improvements.

The contract was subsequently amended to add \$174,129.00 for creation of a final set of plans to bid the portion of the project between Laburnum Avenue and Sandy Lane for construction and for additional environmental analysis required because of regulatory changes.

Additional design work is now required to adjust sanitary sewer utilities and road geometry to avoid septic drainfields impacted by the revised connection with Dabbs House Road.

AECOM and the Department of Public Works have negotiated a fixed lump sum fee of \$96,326.78 for the additional work.

This Board paper approves the amendment for the additional work and authorizes the County Manager to execute the amendment in a form approved by the County Attorney.

The funds for this amendment will be provided from the Capital Projects Fund, Project #00985.

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

**RESOLUTION - Award of Construction Contract - Comminutor Improvements - Almond Creek SPS, New Market SPS, Rooty Branch SPS and Virginia Center SPS - Fairfield, Three Chopt and Varina Districts.**

This resolution awards a \$476,000 construction contract to Crowder Construction Company for replacement of comminutor units at four sewage pumping stations.

Comminutor units cut up solids in the sewage flow. The project will replace four comminutor units that frequently require repairs, are expensive to maintain since parts are no longer manufactured, and are over 20 years old. The work will begin in June 2013 and will be completed by September 2014. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Bids were received on March 13, 2013. The bidders and bid amounts are as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
<b>Crowder Construction Company</b> Apex, NC	<b>\$476,000.00</b>
Patterson Construction Company, Inc. Fredericksburg, VA	\$508,344.00
Ulliman Schutte Construction LLC Mismisburg, OH	\$518,440.00
Anderson Construction, Inc. Lynchburg, VA	\$524,700.00
Southwood Building Systems, Inc. Ashland, VA	\$535,100.00
SRC, Inc. Richmond, VA	\$536,800.00
J. Sanders Construction Co. West Point, VA	\$598,895.00

After a review and evaluation of all bids received, it was determined that **Crowder Construction Company** is the lowest responsive and responsible bidder.

This resolution grants signatory authority to the County Manager to execute a contract in a form approved by the County Attorney. The County Manager, or the Director of General Services 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 Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.