

TOWN OF SCOTTSVILLE

**Town Council
Special Meeting**
Thursday, August 31, 2006
Victory Hall
401 Valley Street
Scottsville, Virginia

Mayor
R. Stephen Phipps

Town Council
Nancy E. Gill
James P. Hogan
Jeannette E. Kerlin
Robert E. O'Halloran
John R. Snoddy
Craig N. Stratton

MINUTES

1. Call to order – Mayor Phipps called the meeting to order at 7:00 p.m.
2. Establish quorum and approval of agenda – All members were present. Also in attendance were Town Administrator Clark Draper, Town Clerk Amy Moyer, Jack Hodge of Volkert & Associates, and several observers. Upon a motion by Mr. Hogan, seconded by Ms. Kerlin, the agenda was approved by voice vote.
3. Discussion of Streetscape Project.

Mr. Hogan explained that the Town was in the financial position to do Valley Street only, with Main Street to be added as a change order if additional funds are obtained. Town officials planned to ask Albemarle County for financial assistance with the project. He noted that delays in obtaining VDOT approval and high petroleum prices had contributed to cost increases. Storm drain improvements and tree wells may be eliminated from Main Street to reduce project costs.

The floor was then opened for comments from the audience. Tim Small asked whether there would be funds remaining after the construction contract. Mr. Small commented that he and John Bowers were concerned that the Canal Basin Square frontage be completed with streetlights and trees. Mr. Hogan and Mr. Hodge indicated that there may be funds remaining. Mr. Hogan noted that all the streetlights would be ordered, and the forestry department should supply and plant trees. Mr. Hodge stated that the contract was bid in menu form, with the option to add items by change order.

Michael Phelan asked whether there is a sunset date on the grants. Mr. Hogan replied that he believed grant funds needed to be expended before the end of the year.

Mr. Hodge then discussed several contract stipulations to maintain access to Valley Street businesses during construction. Mr. Hogan expressed his hope that the project would be complete prior to Virginia Garden Week in the spring. Mr. Hodge estimated construction would take up to six months, with special provisions to shut down for certain occasions; the contractor would be available to begin within 45 days of notice.

Mr. Phelan asked whether there were plans to maintain the CAD database of utility plans. Mr. Hodge replied that Volkert could share its file with the Town, and utilities have their own CAD files, but there is currently no contract for Volkert to maintain the database.

Mr. Small asked whether VDOT had approved the award. Mr. Hodge replied that the award was informally approved, pending receipt of the resolution. Mr. Small urged that as many improvements extend to Main Street as possible. Mr. Hodge noted that plans and rights-of-way are available for future improvements to Main Street, but the storm sewer was not as badly needed there.

Mr. Hogan moved to adopt the resolution. Ms. Kerlin seconded the motion, and a roll-call vote ensued.

Ms. Gill <u>Yes</u>	Ms. Kerlin <u>Yes</u>	Mr. Snoddy <u>Yes</u>
Mr. Hogan <u>Yes</u>	Mr. O'Halloran <u>Yes</u>	Mr. Stratton <u>Yes</u>

By a vote of 6-0, the following resolution was adopted:

BE IT RESOLVED by the Town Council of the Town of Scottsville, Virginia (the "Town"), as follows:

WHEREAS, the Town has received bids for the historical Scottsville Streetscape Project, which bids were estimated by the Town's engineer at \$515,299.5, and the low bid received was at \$921,574.15; and

WHEREAS, federal regulations do not permit the Commonwealth of Virginia Department of Transportation ("VDOT") to approve an award that exceeds the engineer's estimate by more than 10% unless supporting justification is provided; and

WHEREAS, VDOT has advised the Mayor of the Town, by letter dated August 22, 2006, a copy of which is filed with this Resolution in the minutes of the Town Council, that if the Town selects the Base Bid, VDOT will participate in eligible project costs up to \$515,300.00 if the Town provides a sufficient in-kind match. But, if an in-kind match is not available, federal funding would be limited to 80% of this amount or \$412,240.000. If, on the other hand, the Town were to award the Base Bid and Option A, for a total bid amount of \$1,683,590.00, VDOT would be willing to participate up to a maximum amount of \$1,018,889.00 provided construction progresses to completion on both phases, the \$1,018,889.00 representing a maximum 100% of the engineer's estimate which would be available If the Town provides eligible in-kind matching funds; otherwise, participation would be limited to 80% of this amount; and

WHEREAS, the Town understands that it will be responsible for 100% of all costs above 80% of the engineer's estimate (above 100% if documentation of eligible in-kind matching funds is provided by the Town); and

WHEREAS, in order to move forward with the project, VDOT requires a resolution passed by the Town Council acknowledging the limited federal participation and commitment from the Town to provide local funding for 100% of all costs above this amount.

NOW THEREFORE, BE IT RESOLVED by the Town Council by the Town of Scottsville, Virginia, as follows:

1. The Town acknowledges the limited federal participation as set forth in the premises of this Resolution.
2. The Town hereby commits to provide local funding for 100% of all costs above federal participation.
3. The Town accepts the Base Bid plus Option A for the Streetscape Project with Linco Incorporated opened on July 21, 2006, a copy of which is filed with this resolution in the Town minutes. The Town Administrator is instructed to have prepared a formal contract with the contractor for the Town Council's consideration.
4. Adjournment – The meeting was adjourned at 7:35 p.m.