

Issue Analysis Form



Date: 01/25/2022
Item: Awards of Contract
Construction &
Construction
Management Services -
Garage Expansion
Lead Department(s): General Services, Garage,
Finance
Contact Person(s): Dean Simmons; Betsy
Drewry

Description and Current Status

During the adoption of the FY2021 budget and CIP, the Board of Supervisors approved a Garage Expansion as a FY2021 capital project to be paid for with debt issuance. The debt issuance was originally planned for the Spring of 2021 with other FY2021 projects, but has been moved to late winter of 2021 / 2022. The main focuses of the expansion are to allow for the repair and maintenance of large apparatus within an enclosed garage bay, and to add office and storage space.

To date **A&E services totaling \$154,539** have been awarded and appropriated to:

Firm	Service	Date	Amount
Guernsey Tingle	Programming, schematic design and construction document phase	3/9/2021	\$112,900
Guernsey Tingle	Pre-Bid and IFB Services	9/14/2021	\$2,439
Timmons Group	Site Plan and Testing	6/8/2021	\$39,200

Construction and A&E construction management services remain to be awarded and appropriated to the project. Additionally, some other engineering services, electrical service connections, furnishing/fixtures and equipment, IT needs, project contingency and other miscellaneous costs need to be appropriated to the project budget.

Construction: IFB 22-10-0504 for was issued for renovation construction work on December 15, 2021 and closed on January 18, 2022. The IFB and all related materials can be found using the following link:

https://mvendor.cgieva.com/Vendor/public/ADVSODetails.jsp?PageTitle=SO%20Details&DOC_CD=IFB&Details_Page=ADVSODetails.jsp&DEPT_CD=L076&BID_INTRNL_NO=5944&BID_NO=5944&BID_VERS_NO=4

Three (3) bids were received and the lowest responsive and responsible bid was in the amount of \$2,509,000 and was submitted by Loughridge & Company. See **Attachment A** for bid summary.

Construction Management Services (A&E): Guernsey Tingle will provide construction management services in an amount not to exceed \$58,100. See **Attachment B** for Fee Proposal from Guernsey Tingle.

Recommended Awards:

- Staff is recommending award of construction contract to **Loughridge & Company in the amount of \$2,509,000; AND**
- Staff is recommending **award of contract for architectural construction management services to Guernsey Tingle in an amount not to exceed \$58,100.**

Staff is requesting the board to authorize:

- Authorization for the Interim County Administrator to execute a contract with **Loughridge & Company for \$2,509,000 for construction – Garage Expansion / Renovation**
- Authorization for the County Administrator to execute a contract with **Guernsey Tingle not to exceed \$58,100 for architectural construction management services**
- Reimbursement resolution allowing the County to reimburse itself for construction costs incurred and for A/E construction management services when debt is issued

The appropriation will be requested when debt is issued following a public hearing, as these awards exceed 1% of the County's adopted FY2022 budget of \$134,390,462 (1% is \$1,343,904). Debt issuance is tentatively planned for March 8, 2022.

Two draft resolutions for board consideration are included in the board packet.

- Combined Award of Contract for 1) Construction to Loughridge & Company and 2) Architectural Construction Management Services to Guernsey Tingle
- Reimbursement Resolution to allow the County to pay for construction and A/E construction management services and reimburse itself after bonds are issued

Government Path

- | | | |
|--|---|--|
| Does this require IDA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require BZA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does this require a public hearing? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

If so, before what date?

Yes No

Fiscal Impact Statement

Awards totaling \$2,567,100 [Construction of \$2,509,000 and Construction Management Services (architect) of \$58,100] with a funding source of debt proceeds were an FY2021 CIP project and a tax increase will not be needed to fund this project. Necessary debt service payments will be included in the FY2023 budget and future budgets.

County Impact

Expansion of the County Garage will allow for the repair and maintenance of large apparatus in an enclosed bay and will expand office and storage space.

Notes

<p>Evaluation Sheet</p> <p>County of Prince George IFB 22-10-0504</p> <p>Construction Services for Renovations to the Fleet Maintenance Building, Prince George County</p> <p>BIDS DUE: 9:00 AM, JANUARY 18, 2022</p>	<p>Loughridge & Company 5711 Staples Mill Road, Suite 100, Richmond VA 23228</p>	<p>Daniel & Company, Inc. PO Box 6749 Richmond VA 23230</p>	<p>Kenbridge Consturction Co. Inc. 1101 East Fifth Avenue, PO Box 480 Kenbridge VA 23944</p>
<p>Base Bid for work for the Contract Sum</p>	<p>\$2,509,000.00</p>	<p>\$2,589,000.00</p>	<p>\$3,294,000.00</p>

Prince George Fleet Maintenance Reno					Updated with Construction Bid	
Budget Project Costs						
GuernseyTingle				Project No.	221027	
Williamsburg, Virginia				Date	18-Jan-22	
Item	Quantity	Unit	Unit Cost	Cost	Total	
Land & Site Analysis						
Land Purchase		City owned parcel		N/A		
Boundary/Topographic Survey		Topo, Utility		\$ 4,200		
Property Line Adjusr. & Recordation				N/A		
Feasibility/Master Planning Fees				N/A		
Rezoning/SUP/BZA Costs				N/A		
Environmental/Wetlands Eng.				\$ 750		
Archaeological Phase 1				N/A		
Traffic Survey				N/A		
Endangered Species Survey				N/A		
Fiscal Impact Study				N/A		
Stormwater Management Study				N/A		
SHPO Analysis & Study				N/A		
Phase 1 ESA				N/A		
Phase 2 ESA		None anticipated		N/A		
Preliminary Geotechnical				\$ 5,700		
Final Geotechnical				\$ -		
Asbestos/LBP Survey				\$ 1,452		
Legal		City Attorney Office		N/A		
Subtotal					\$ 12,102	
Site Development						
Site Construction				In Building Construction		
Comcast line relocation				\$ -		
Relocate gas line				\$ -		
Off-site Utilities				\$ -		
Landscaping				N/A		
Nutrient Credit Purchase				\$ 7,500		
Site Lighting		On building		\$ -		
Site Irrigation				N/A		
Subtotal Construction				\$ 7,500		
Subtotal					\$ 7,500	
Building Construction						
Garage Renovation and Addition				\$ 2,509,000		
IT Equipment and Install (direct w/ PG - RI's in Bldg. Const.)				\$ 20,000		
Subtotal					\$ 2,529,000	
Furnishings & Equipment						
Security System				N/A		
FFE (Furniture, Fixtures, Equipment)		Purchased direct by PG		\$ 15,000		
Lifts for Apparatus (6)		Purchased direct by PG		\$ 75,000		
Subtotal					\$ 90,000	

Prince George Fleet Maintenance Reno				Page 2	
Budget Project Costs					
GuernseyTingle			Project No.		221027
Williamsburg, Virginia			Date		18-Jan-22
Item	Quantity	Unit	Unit Cost	Cost	Total
Architectural Engineering Fees					
Architect/Structural Engineer (Design - Approved)				\$ 112,900	
Mech/Elec/Plumb Engineer				Included in Arch. Fees	
Bidding/Construction Administration				\$ 60,539	
Civil Engineer				\$ 39,200	
Other Specialties					
Landscape Architect				In Civil fee	
Cost Consultant				In Architectural fee	
LEED Fees	No LEED Certification assumed				
LEED Arch/MEP Documentation				N/A	
LEED Energy Modeling				N/A	
LEED Construction Administration				N/A	
LEED Commissioning				N/A	
-Enhanced Commissioning				N/A	
-Standard Commissioning				N/A	
Special Inspections (inc. markup if run through GT)					
Agent 1 (structural engineer)				In Architectural fee	
Agent 2 (testing, lab work)				\$ 16,000	
Subtotal					\$ 228,639
Other Fees & Soft Costs					
Dominion VA Power Fee				\$ 50,000	
Virginia Natural Gas Fee				None	
Water/Sewer Tap Fees	Waived by PG?			\$ -	
Building Permit				\$ 2,000	
Site Plan Review Fee	Waived by PG?			\$ -	
Land Disturbance Fee	Waived by PG?			\$ -	
Health Department Fee				\$ -	
USGBC Registration & Review Fees (LEED Projects)				N/A	
A/E Reimbursable Expenses (Printing, shipping)				Included in Arch. Fees	
ARB Fee	Waived by City of Petersburg			\$ -	
Builder's Risk Insurance	Included in Construction Cost				
Performance & Payment Bond	Included in Construction Cost				
Legal Costs	City Attorney Office?			\$ -	
Accounting	City Finance Office?			\$ -	
Appraisal				\$ -	
Construction Loan Closing	N/A			\$ -	
Permanent Financing Closing	N/A			\$ -	
Construction Loan Interest	N/A			\$ -	
Subtotal					\$ 52,000
Subtotal Project Costs					\$ 2,919,241
Contingency				5%	\$ 145,962.05
Total Project Budget					\$ 3,065,000

Preliminary budget shared with Board on December 15 was \$3,457,000. Update above after construction bid is \$392,000 less.

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 25th day of January, 2022:

Present:

Vote:

Marlene J. Waymack, Chair
Donald R. Hunter, Vice-Chair
Floyd M. Brown, Jr.
Alan R. Carmichael, Jr.
T. J. Webb

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On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

RESOLUTION; AWARDS OF CONTRACT (\$2,567,100 - \$2,509,000 CONSTRUCTION CONTRACT AND \$58,100 FOR ARCHITECTURAL CONSTRUCTION MANAGEMENT SERVICES, COUNTY GARAGE EXPANSION)

WHEREAS, Invitation for Bid 22-10-0504 was issued on December 15, 2021 with a closing date of January 18, 2022 with three (3) bids, of which the lowest responsive and responsible bid was received from Loughridge & Company in the amount of \$2,509,000; and

WHEREAS, staff is recommending and award of contract for construction to Loughridge & Company in the amount of \$2,509,000; and

WHEREAS, a pricing proposal was received from Guernsey Tingle, one of three contracted Architectural and Engineering Firms as awarded on November 10, 2020 via RFP 21-04-0504, in an amount not to exceed \$58,100 for construction management services for a Garage Expansion project; and

WHEREAS, the Garage Expansion was included in the adopted FY2021 CIP, with the planned funding source of a 2022 borrowing the date of which is expected to be approved on March 8, 2022; and

WHEREAS, Staff is requesting authorization for the Interim County Administrator to enter into a contracts for the Garage Renovation as follows:

Construction Services - Loughridge & Company in the amount of \$2,509,000;

Construction Management A/E Services with Guernsey Tingle in an amount not to exceed \$58,100.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 25th day of January, 2022, hereby awards the contracts for construction to Loughridge & Company in the amount of \$2,509,000; and for construction management services to Guernsey Tingle in an amount not to exceed \$58,100 and authorizes the Interim County Administrator to execute contracts with Loughridge & Company and Guernsey Tingle. Appropriation of funds will occur when debt is issued following a public hearing.

A Copy Teste:

Jeffrey D. Stoke
Interim County Administrator

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 25th day of January, 2022:

Present:

Marlene J. Waymack, Chair
Donald R. Hunter, Vice Chair
Floyd M. Brown, Jr.
Alan R. Carmichael
T. J. Webb

Vote:

A-2

On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF BONDS
OR OTHER INDEBTEDNESS**

WHEREAS, the Board of Supervisors (the "Board") of the County of Prince George, Virginia (the "County") has previously determined to undertake the purchase of construction services and construction management services (architectural services) for an expansion of the County Garage of \$2,567,100 (\$2,509,000 for construction and \$58,100 for construction management A&E services);

WHEREAS, the Board currently expects that the cost of the Purchase, excluding the costs of the financing thereof, will be approximately \$2,567,100;

WHEREAS, the Board currently expects to incur long-term indebtedness in an amount now estimated at \$2,567,100 to pay a portion of the costs of the Purchase, which indebtedness may take the form of tax-exempt bonds or other types of debt; the proceeds of such indebtedness may be used either for paying costs of the Purchase directly or for repaying other indebtedness previously incurred for the Purchase or for a combination of such purposes; and

WHEREAS, the County may also advance its own funds to pay expenditures relating to the Purchase (collectively, the "Expenditures") prior to receiving reimbursement for such Expenditures from the proceeds of tax-exempt bonds or taxable debt, or both;

THEREFORE, BE IT RESOLVED, by the Board of Supervisors of the County as follows:

1. The County intends to utilize the proceeds of tax-exempt bonds or notes (the “Bonds”) or to incur other debt to pay Purchase costs in an amount not currently expected to exceed \$2,567,100.

2. The County intends that the proceeds of the Bonds be used to pay or reimburse the County for the payment of Expenditures made after the date of this Resolution or made within 60 days prior to the date of this Resolution or Expenditures which are incurred for certain preliminary costs such as architectural, engineering, surveying, soil testing, bond issuance expenses and the like. The County reasonably expects on the date hereof that it will pay or reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, or (c) a nonrecurring item that is not customarily payable from current revenues.

4. The County intends to make a reimbursement allocation, which is a written allocation by the County that evidences the County’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Purchase is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The County recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, and certain de minimis amounts.

5. The Board intends that the adoption of this Resolution confirms the “official intent” of the County within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. The County Administrator and other officers of the County are hereby authorized and directed to take such actions, in consultation with the County’s counsel, as may be necessary or desirable to implement the planning and structuring of the Bonds, including but not limited to negotiations with lenders or investment bankers for the Bonds, the selection of bond counsel to supervise the issuance of such Bonds and the engagement of such other professionals as may be necessary or desirable to assist the County in this process, but such officers shall not obligate the County on such Bonds without further approval by the Board.

7. This Resolution shall take effect immediately upon its passage.

A Copy Teste:

Jeffrey D. Stoke
Interim County Administrator