



BOARD OF SUPERVISORS MEETING

ADDENDUM PACKET

December 12, 2017

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: December 12, 2017
Item No.: 15-a
Department: County Administration
Staff Contact: Barbara Poulston
Issue: Board Mileage Reports

Summary: A Board member mileage report is attached for the Board's reviews.

Attachments: Board Mileage Report

Recommendation:

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

Texas Roadhouse
11/13/2017
3816 Wards Rd
Lynchburg, VA 24502
(434) 237-1516

Server: KRYS 11/13/2017
Table 324/1 6:18 PM
Guests: 1 60012
Area: RESTAURANT

Sweet Tea	2.59
1/2 Slab Ribs	13.99
Complete Subtotal	16.58
Subtotal	16.58
Tax	1.96
Total	18.54
Balance Due	18.54

Pay This Check With Your Smartphone!

Scan Here



or Go To:

TXRH.NCRPAY.COM
Enter Code: HQB147

For Legendary Service please
consider the Tip Guide below:

20%	3.32
18%	2.98
15%	2.49

This guide does not reflect
To-Go Orders, Comps, or Promos.
Please adjust accordingly.
Thanks for Dining with us!

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: December 12, 2017
Item No.: 16
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: STEPS CENTRE - ROOF

Summary:

To move the STEPS/County project forward the STEPS CENTRE Roof needs to be inspected and a plan of action be developed and any recommendation made. I have contacted Rob Moore of six sides building enclosure consulting. This is the gentleman we used to represent the County in both the Courthouse roofing project and the Public-School roofing component of the Honeywell project.

Attached is a proposal received from Mr. Moore to provide the services listed for a cost of \$4,500.

Because of the time constraints imposed by the Supreme Court in separating the General District and J&DR Courts this project needs to move forward.

Attachment:

Inspection Fee Proposal from Six Sides Building Enclosure Consulting dated Dec 11, 2017.

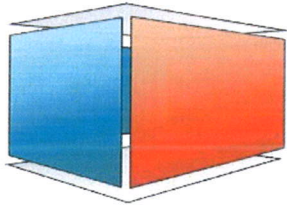
Recommendation: Accept the proposal and authorize the County Administrator to sign all necessary documents.

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____



SIX SIDES

BUILDING ENCLOSURE CONSULTING

December 11, 2017

Mr. Wade Bartlett
County Administrator
Prince Edward County
111 South Street
Farmville, VA 23901

STEPS Building (approximately 75,000 s.f.)

Re: Proposal - Infrared Inspection

STEPS Building
225 Industrial Park Road
Farmville, VA 901

Mr. Bartlett:

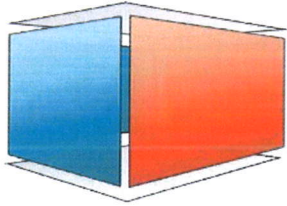
We appreciate the opportunity to present a proposal for infrared inspection services on your project at The STEPS Building. Our firm's background and qualifications make us uniquely qualified to assist you in making this installation a success.

Prior to any recommendations regarding roof system replacement, it is necessary to conduct a thorough inspection of the in-place roof system. Existing conditions will be critical in assessing replacement possibilities going forward. After this condition assessment is complete, Six Sides Building Enclosure Consulting will be better prepared to present viable options for viable replacement on this building.

Per request and subject to schedule coordination, we shall perform an infrared (IR) scan of the mentioned roof systems, according to typical guidelines:

- Inspection shall be scheduled to begin in the early evening of the date specified to ensure capture of immediate emissivity
- Entire roof area specified will be scanned, including field, flashings and perimeter
- Any areas of apparent moisture will be marked for moisture testing or core cuts, if necessary
- Any moisture inspection will be conducted on day of scan, if possible

Six Sides Building Enclosure Consulting, LLC
PO Box 5445
Midlothian, VA 23112
www.sixsidesbec.com



SIX SIDES BUILDING ENCLOSURE CONSULTING

We shall provide a daily, written report prepared with the following information:

- Date of the work done in each documented area
- Type of roof system being scanned and assessed
- Daily weather conditions and approximate temperatures
- Any areas of apparent deficiency
- Recommended repairs or necessary replacement

We propose the inspection for the fee of Four Thousand, Five Hundred (\$4,500.00) Dollars. This fee includes the inspection and report. Invoice will be submitted for payment immediately following issuance of report.

Infrared Scan with report	\$4,500.00
Lift rental	N/A
Total fee proposal	\$4,500.00

Upon acceptance of this proposal, we shall coordinate scheduling of this work the county. It will be necessary to have total access to the roof areas being scanned.

If we can be of any further assistance, please contact me at my office.

Respectfully submitted,

Rob Moore, RCI Member
Six Sides Building Enclosure Consulting

Please check:

- \$4,500.00 - Lump Sum, Infrared report and lift rental

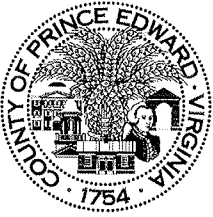
Authorized Signature of Acceptance

Date

If we can be of any further assistance, please feel free to call my office at (804) 263-3343.

Six Sides Building Enclosure Consulting, LLC
PO Box 5445
Midlothian, VA 23112
www.sixsidesbec.com

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: December 12, 2017
Item No.: 17
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: COURTHOUSE PROJECT UPDATE

Summary:

Attached is a revised project schedule from our Architect for the Courthouse Renovation project. This revised schedule includes the work required at the STEPS CENTRE and the Courthouse. The timeline is aggressive but does meet the requirement by the Supreme Court to have the necessary work completed to allow the separation of the General District and the J&DR Courts.

The dates proposed for Committee meetings are only recommendations and can be adjusted.

Attachment: Updated Project Schedule is a Handout.

Recommendation:

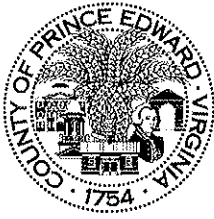
Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

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**County of Prince Edward
Board of Supervisors
Agenda Summary**

Meeting Date: December 12, 2017
Item No.: 18
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Jail Cost Per Inmate Day

Summary:

The state has released its annual Jail Cost Report and once again our Regional Jail had the lowest operating cost per inmate day. This report covers Fiscal Year 2016. The full report is 140 pages and can be found on the State Compensation Board's web site under the Publications and Forms portion of the site.

Piedmont Regional Jails operating cost per inmate day in FY16 was \$46.17, compared to a state average of \$85.17. In addition to that stat only 3 other Jails had a lower percentage of local funding and only 1 had a higher percentage of Federal Funding.

These stats show our jail is operated more efficiently than any other in the Commonwealth and the Jail Superintendent is doing an outstanding job at winning contracts with the Federal system to house its inmates.

Attachment:

Recommendation: None – information only.

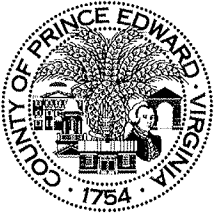
Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____

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County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: December 12, 2017
Item No.: 19
Department: County Administration
Staff Contact: W.W. Bartlett
Issue: Closed Session

Summary:

I move that the Prince Edward County Board of Supervisors convene in Closed Session:

- a) For consultation with legal counsel employed by the County regarding a legal matter related to an adjoining locality requiring the provision of legal advice by such counsel, pursuant to the exemption provided for in Section 2.2-3711(A)(8) of the *Code of Virginia*.

Attachments:

Recommendation: Convene in Closed Session.

Motion _____
Second _____

Cooper-Jones _____
Gray _____
Jones _____

Pride _____
Simpson _____
Timmons _____

Townsend _____
Wilck _____