



## BOARD OF SUPERVISORS MEETING

### ADDENDUM PACKET

July 19, 2022

Item #

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**Motion to Recess until August 4, 2022 at 5:30 p.m.**

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** July 19, 2022  
**Item #:** 22  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Consent Agenda - Accounts & Claims

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**Summary:** Board mileage report is attached.

**Attachments:** Supervisor Townsend's Mileage Report for June 2022


Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Stiff \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Pride \_\_\_\_\_ Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

PRINCE EDWARD COUNTY  
SUPERVISOR MILEAGE

Jun-22

Date	Mileage	Rate	Amount Due	
6/7/2022	30	0.58	17.40	Budget Meeting (Budget and Tax Levies Meeting)
6/14/2022	30	0.58	17.40	Fire and EMS Committee Meeting
6/23/2022	30	0.58	17.40	STEPS Board Meeting
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
		0.58	0.00	
Total	90	0.58	52.20	

.582 52.66

Signature:  Jerry R. Townsend  
Date: 7/15/2022



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

**Meeting Date:** July 19, 2022  
**Item No.:** 23  
**Department:** County Administration  
**Staff Contact:** Douglas Stanley  
**Issue:** Sandy River Reservoir – Water Sampling and Treatability Study Proposal

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**Summary:** In April 2020, the Board approved an additional engagement for professional engineering services from the Timmons Group to assist the County with the submission of an application to DEQ for the renewal of the County’s Intake Permit for Sandy River Reservoir. In April 2022, the Board approved a contract with Timmons to move forward on a water sampling program and treatability study for the Sandy River Reservoir Project to cover three months of reservoir sampling (April, May, and June) and one month of treatability study (May 2022) at a cost of \$120,000. We limited it to 3 months to allow additional time to negotiate with the with the Department of General Services (DGS) on a Memorandum of Understanding (MOU) to provide water for State facilities and to allow us to enter into an Interim Agreement with Prince Edward County Infrastructure, LLC to get the PPEA project moving forward.

At this time Timmons is requesting approval to move forward with the full study which will include 9 additional months of reservoir sampling and an additional month of treatability study. The testing outlined needs to be performed over the next year. The additional cost of testing is \$420,000 bringing the total testing cost to \$540,000.

The water sampling program will serve to characterize the water quality of the Sandy River Reservoir (raw water) and identify treatment goals. The treatability study will serve to confirm that the selected treatment processes will meet the treatment goals. This sampling and testing program can be justified alone on the basis of assisting the Engineer in their design. However, the Virginia Department of Health – Office of Drinking Water (VDH-ODW), will likely require this program to successfully permit the Water Treatment Plant.

Previous water sampling and treatability studies were performed in the 2006 to 2010 timeframe. A new round of sampling and testing is recommended:

- (1) To confirm there have been no changes to the reservoir water quality, and
- (2) To provide additional water sampling specific to the proposed water intake location and depths, and
- (3) To perform a treatability study specific to the Engineer’s intended treatment approach.

While the full water sampling program and treatability study will run from April 2022 through March 2023, this scope and fee proposal covers three months of reservoir sampling (April, May, and June) and one month of treatability study (May 2022). The full study will include 10 - 12 months of reservoir sampling and two months of treatability study. This should buy us enough time to get the

Motion \_\_\_\_\_ Cooper-Jones \_\_\_\_\_ Gilliam \_\_\_\_\_ Stiff \_\_\_\_\_  
Second \_\_\_\_\_ Emert \_\_\_\_\_ Pride \_\_\_\_\_ Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



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

MOU completed with the State and allow us to enter into an Interim Agreement with Prince Edward County Infrastructure, LLC to get the PPEA project moving forward.

A copy of the scope of work dated April 7, 2022 is attached. There is funding in the current and proposed budgets (42610-3160 – Professional Services) to cover the cost of the project scope.

**Attachment:** Timmons Scope of Work & Fee Proposal

**Recommendation:** Approve the proposal from Timmons Group for a Water Sampling Program and Treatability Study for the Sandy River Reservoir.

**SAMPLE MOTION:**

I move that the Board of Supervisors approve the proposal from Timmons Group dated June 30, 2022 for a Water Sampling Program and Treatability Study for the Sandy River Reservoir and authorize the County Administrator to sign the proposal.

OR

I move that the Board table the request for further discussion.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Pride \_\_\_\_\_

Stiff \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



June 30, 2022

Mr. Douglas P. Stanley  
County Administrator  
County of Prince Edward  
PO Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

**RE: Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period  
Prince Edward County, VA**

Dear Mr. Stanley:

In support of the Sandy River Water Project, we are pleased to offer the following *scope & fee proposal* to perform a water sampling program and treatability study of the Sandy River Reservoir.

Under this Agreement, Timmons Group will provide professional services to execute the water sampling program and treatability study for the Sandy River Reservoir in Prince Edward County, Virginia.

#### **PROJECT BACKGROUND, UNDERSTANDING AND APPROACH**

On September 3, 2021 Timmons Group submitted the permit renewal application and supporting documentation for the renewal of the VWP Individual Permit #05-1464 that was issued on September 7, 2006 for a surface water withdrawal from the Sandy River Reservoir.

On November 22, 2021 Prince Edward County Infrastructure LLC (of which Timmons Group is the Designer of Record) submitted a PPEA proposal to design and construct the Sandy River Water Project. This permit renewal and Design-Build Project will enable the County to construct and operate a water supply system that will provide a safe, reliable, and economically viable supply of water to County residents and support Economic Development.

To design the Water Treatment Plant, a water sampling program and treatability study is recommended. The water sampling program will serve to characterize the water quality of the Sandy River Reservoir (raw water) and identify treatment goals. The treatability study will serve to confirm that the selected treatment processes will meet the treatment goals. This sampling and testing program can be justified alone on the basis of assisting the Engineer in their design. However, the Virginia Department of Health – Office of Drinking Water (VDH-ODW), requires this program to successfully permit the Water Treatment Plant.

Previous water sampling and treatability studies were performed in the 2006 to 2010 timeframe. A new round of sampling and testing is recommended:

- (1) To confirm there have been no changes to the reservoir water quality,
- (2) To provide additional water sampling specific to the proposed water intake location and depths,
- (3) To perform a treatability study specific to the Engineer's intended treatment approach.

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**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

The previous studies identified elevated levels for the following parameters: total organic carbon (TOC), dissolved organic carbon (DOC), Iron (Fe), and Manganese (Mn). While the Water Treatment Plant will be designed to treat a full suite of parameters in accordance with the National Primary & National Secondary Drinking Water Regulations mandated by the Environmental Protection Agency (EPA), the parameters identified above require special attention in the treatability study.

Iron and Manganese are regulated by the National Secondary Drinking Water Regulations. This means they do not damage the body but have certain aesthetic, cosmetic, and technical effects that are undesirable. They have a tendency to color the water and corrode pipes, fixtures, and equipment which may have significant economic implications. The treatability study will identify the optimal method and conditions for removal of Fe and Mn.

While not technically regulated by the National Primary Drinking Water Regulations, TOC and DOC are implicit in the creation of disinfection byproducts, which are regulated. Haloacetic acids (HAA5) and total trihalomethanes (TTHMs) are a byproduct produced during drinking water disinfection and, if levels are elevated, create a long term increased risk of cancer. Therefore, performing a treatability study on the reduction of TOC and DOC is of the utmost importance.

The Sandy River Reservoir underwent substantial water quality sampling in the 2005 through 2010 timeframe. Professor Gary Schafran of Old Dominion University authored three reports during this period, covering several sampling programs and treatability studies. They include:

- Evaluation of Sandy River Reservoir Water Quality and Examination of Potential Impacts on Treatment at the Farmville Water Treatment Plant, 2006
- Coagulation and Manganese Oxidation Studies of Sandy River Reservoir Water, 2009
- Treatment Study Addendum: Evaluation of Powdered Activated Carbon for Removal of NOM from the Sandy River Reservoir, 2010

The 2006 report stated that “The average of all DOC analyses was 5.64 mg/L which would be characterized as a moderate level of organic matter for a drinking water supply reservoir.” (page 31)

The 2009 report stated that “DOC concentrations in Sandy River Reservoir were in the moderate range and similar to concentrations observed in reservoirs in southeastern Virginia.” (page 19)

Timmons Group is aware of the level of DOC in the Sandy River Reservoir, and their conceptual Water Treatment Plant design is already taking this fact into account to plan to treat the DOC to acceptable levels. Timmons Group will continue to plan for the treatment of DOC and will refine their treatment approach as the results of the water quality sampling program and treatability study are made known.

**The original sampling proposal dated April 7, 2022, covered the first three months of the 12 month sampling program. That proposal was approved by the Prince Edward County Board of Supervisors on April 12, 2022. At this time, a proposal for the remaining nine months of the 12 month sampling program is presented.**

**It should be highlighted that subsequently to the proposal approval, Timmons Group met VDH-ODW staff on April 22, 2022 regarding the sampling plan. VDH-ODW requires additional parameters to be tested at an increased frequency than what was originally shown. This will increase the cost of the sampling program. The proposal herein reflects the increased requirements laid out by VDH-ODW.**

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**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

**I. SCOPE OF SERVICES**

**Task 1: Program Management (Time & Materials)**

Timmons Group will manage all aspects of the water sampling program and treatability study from start to finish. Time is allocated in this task for general program management, meetings with the County, VDH, laboratories, and other stakeholders, and coordination with Professor Schafran. All coordination with the laboratories performing the testing will be included in this task as will processing of laboratory invoices.

**Task 2: Water Sampling Program (Time & Materials)**

Timmons Group will design, organize, and execute the water sampling program for the Sandy River Reservoir. The anticipated water quality sampling schedule is presented in **Figure 1**. This program has been developed in cooperation with VDH-ODW. Timmons Group will perform the collection of samples at the Reservoir by motorboat and will deliver collected samples to the laboratory. Boat and all supporting equipment are to be provided by Timmons Group. Sample bottles and collection methods are to be provided by the laboratories.

Water sampling will occur on a weekly, biweekly, or monthly basis from May 2022 through April 2023. All samples are to be taken at the intake location at depths of 5 feet, 10 feet, and 15 feet, which are the planned water intake screen depths. Timmons Group will provide initial analysis of water sample results and adjust the sampling plan for the subsequent months as needed.

PARAMETER	SAMPLING FREQUENCY	LOCATION	SAMPLING DEPTH (FT)	TOTAL STUDY # OF TESTS	ANALYTICS PERFORMED BY
PRECIPITATION	DAILY	FARMVILLE, VA 37.28611°, -78.40528°	N/A	N/A	NOAA NCEI
FLOW	DAILY	BUFFALO CREEK <sup>6</sup>	N/A	N/A	USGS
RESERVOIR LEVEL	WEEKLY <sup>1</sup>	OUTLET STRUCTURE <sup>7</sup>	N/A	N/A	TIMMONS
pH	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	EVERY 2'	520	INSITU SONDE
TEMPERATURE	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	EVERY 2'	520	INSITU SONDE
DISSOLVED OXYGEN	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	EVERY 2'	520	INSITU SONDE
CONDUCTIVITY	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	EVERY 2'	520	INSITU SONDE
TURBIDITY <sup>2</sup>	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	5, 10, 15	108	PORTABLE TURBIDIMETER
ALKALINITY	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	5, 10, 15	108	LAB
TOTAL FE	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	5, 10, 15	108	LAB
TOTAL MN	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	5, 10, 15	108	LAB
E. COLI	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	5, 10, 15	108	LAB
TOTAL COLIFORM BACTERIA	WEEKLY <sup>1</sup>	INTAKE <sup>8</sup>	5, 10, 15	108	LAB
TOC	WEEKLY <sup>2</sup>	INTAKE <sup>8</sup>	5, 10, 15	90	LAB
DOC	WEEKLY <sup>2</sup>	INTAKE <sup>8</sup>	5, 10, 15	90	LAB
CRYPTOSPORIDIUM	EVERY OTHER WEEK	INTAKE <sup>8</sup>	5	26	LAB
GIARDIA LAMBLIA	EVERY OTHER WEEK	INTAKE <sup>8</sup>	5	26	LAB
CHLOROPHYLL A	MONTHLY <sup>4</sup>	INTAKE <sup>8</sup>	5, 10, 15	36	LAB
TOTAL PHOSPHORUS	MONTHLY	INTAKE <sup>8</sup>	5, 10, 15	36	LAB
AMMONIA NITROGEN	MONTHLY	INTAKE <sup>8</sup>	5, 10, 15	36	LAB
UV254	MONTHLY	INTAKE <sup>8</sup>	5, 10, 15	36	LAB
COLOR	QUARTERLY	INTAKE <sup>8</sup>	5, 10, 15	12	LAB
TDS	QUARTERLY	INTAKE <sup>8</sup>	5, 10, 15	12	LAB
METALS <sup>5</sup>	QUARTERLY	INTAKE <sup>8</sup>	5, 10, 15	12	LAB
INORGANICS <sup>5</sup>	QUARTERLY	INTAKE <sup>8</sup>	5, 10, 15	12	LAB
VOC <sup>5</sup>	QUARTERLY	INTAKE <sup>8</sup>	5, 10, 15	12	LAB
SOC <sup>5</sup>	QUARTERLY	INTAKE <sup>8</sup>	5, 10, 15	12	LAB
RADIOLOGICAL <sup>5</sup>	ANNUAL	INTAKE <sup>8</sup>	5, 10, 15	3	LAB
PFAS <sup>6</sup>	ANNUAL	INTAKE <sup>8</sup>	5, 10, 15	3	LAB

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**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

**Figure 1: Water Sampling Program**

<p><b>NOTES:</b></p> <p>0. TWO NEARBY GAUGES AVAILABLE: USGS 02039500 APPOMATTOX RIVER AT FARMVILLE, VA, AND USGS 02039000 BUFFALO CREEK NEAR HAMPDEN SYDNEY, VA. SANDY RIVER TO BUFFALO CREEK WATERSHED AREA RATIO IS 0.522. SANDY TO APPOMATTOX RATIO IS 0.120.</p> <p>1. WEEKLY SAMPLING IN JUNE/JULY, OCTOBER/NOVEMBER, AND FEBRUARY/MARCH; OTHERWISE, SAMPLING EVERY OTHER WEEK. WEEKLY SAMPLING ALSO TRIGGERED DURING OTHER PERIODS WHEN 1-INCH RAIN EVENT OCCURS. THE NEED FOR WEEKLY SAMPLING WILL BE RE-EVALUATED WITH VDH-ODW ON A PERIODIC BASIS.</p> <p>2. DURING RAINFALL EVENTS WHERE 1-INCH OR MORE HAS BEEN DROPPED WITHIN A 24-HOUR PERIOD, OR DURING AN EXTENDED RAINFALL EVENT OVER SEVERAL DAYS, TURBIDITY SAMPLING FREQUENCY WILL BE INCREASED TO DAILY UNTIL NORMAL CONDITIONS RETURN. IF ONLY TURBIDITY SAMPLING IS TO TAKE PLACE, THEN IT WILL BE SAMPLED FOR NEAR THE BOAT DOCK AND NOT AT THE INTAKE LOCATION.</p> <p>3. TOC &amp; DOC WEEKLY SAMPLING IN MAY &amp; JUNE &amp; OCTOBER; AND ONCE EVERY TWO WEEKS FOR OTHER PERIODS.</p> <p>4. WEEKLY VISUAL OBSERVATION REQUIRED. OBSERVATIONS OF A POTENTIAL ALGAL BLOOM TRIGGERS ADDITIONAL TESTING. WILL ATTEMPT TO MAKE USE OF A PROGRAM SUCH AS THE CYANOBACTERIA ASSESSMENT NETWORK (CYAN) TOOL BY EPA AND NASA TO TRACK CYANOBACTERIA ALGAL BLOOMS. THE CYAN TOOL ITSELF DOES NOT PROVIDE ADEQUATE RESOLUTION AT THE SANDY RIVER RESERVOIR</p> <p>5. REFER TO PARAMETER GROUPINGS TABLE FOR SAMPLING PARAMETERS.</p> <p>6. PFAS PARAMETERS AND METHODS TO BE PROVIDED BY VDH-ODW AT A LATER DATE.</p> <p>7. OUTLET STRUCTURE TOP OF CONCRETE ELEVATION IS 345.5'. RESERVOIR LEVEL WILL BE MEASURED IN RELATION TO THIS STRUCTURE. NORMAL POOL ELEVATION IS 339.7'. THEREFORE, NORMAL MEASUREMENT OF 70" EXPECTED.</p> <p>8. ALL SAMPLING WILL OCCUR BY THE USE OF GPS LOCATION. SAMPLING IS TO OCCUR AT 37.25852°, -78.31764°</p>
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**Figure 1B: Footnotes**

**Task 3: Treatability Study (Time & Materials)**

Timmons Group will design, organize, and execute the water treatability study in the Sandy River Reservoir. The anticipated testing schedule is presented in **Figure 2**. This program has been developed in cooperation with VDH-ODW.

Timmons Group is planning to team with AH Environmental Consultants, Inc. to perform the treatability study. AH Environmental is a registered Professional Engineering Corporation located in Newport News, VA. AH Environmental has decades of experience in water treatment and have developed manuals and guidance documents for AWWA, EPA, and WRF. AH Environmental will perform the bench scale lab tests and subsequent water quality sampling of treated samples. Timmons Group will develop the testing plan and lead the study.

The team will perform the collection of samples at the Reservoir by motorboat and will deliver collected samples to the laboratory. Boat and all supporting equipment are to be provided by Timmons Group-AH Environmental team. Equipment, methods for testing, and testing are to be provided by AH Environmental.

Jar testing and bench scale testing will be performed by AH Environmental. While bench scale testing can provide meaningful results, it is important to note that treatment dynamics may change once full scale versions of treatment are implemented. This may be due to changing weather patterns, reservoir behavior, or a number of other variables. So while helpful, bench scale tests cannot guarantee future treatment performance.

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**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

TEST NAME	WATER QUALITY PARAMETERS TO BE SAMPLED (PRE & POST TEST)	PROCEDURE	CHEMICALS TO BE TESTED	CHEMICAL DOSES TO BE TESTED (mg/L)	TARGET PHs TO BE TESTED	NUMBER OF TESTS PER SAMPLING EVENT
STEP 1A: OXIDATION	FE, MN, TOC, DOC, UV254	OXIDATION & PH ADJUSTMENT	SODIUM PERMANGANATE OR POTASSIUM PERMANGANATE	1.0, 1.5, 2.0, & 5.0 TIMES THE STOICHIOMETRIC RATE	2 PH VALUES	8
STEP 1B: OXIDATION ALTERNATIVE	FE, MN, TOC, DOC, UV254	OXIDATION & PH ADJUSTMENT	HYDROGEN PEROXIDE	4 DOSES AS ADVISED BY VDH	2 PH VALUES	8
STEP 2A: COAGULATION	FE, MN, TOC, DOC, UV254	1. OXIDATION & PH ADJUSTMENT 2. THEN COAGULATION/FLOCCULATION/SETTLING & PH ADJUSTMENT	BEST PERFORMING OXIDANT & TWO COAGULANTS (ALUM & FERRIC SULFATE)	30, 40, 50, 60 (FOR ALUM, OTHER COAGULANTS TESTED ON EQUIVALENT METAL DOSE)	2 PH VALUES	16
STEP 2B: SIMULTANEOUS COAGULATION & OXIDATION	FE, MN, TOC, DOC, UV254	OXIDATION AT SAME TIME AS COAGULATION/FLOCCULATION/SETTLING & PH ADJUSTMENT	BEST PERFORMING COAGULANT, BEST PERFORMING OXIDANT	BEST COAGULANT DOSE, BEST OXIDANT DOSE	4 PH VALUES	4
STEP 3: COAGULATION & ADSORPTION	FE, MN, TOC, DOC, THM, FORMATION POTENTIAL, UV254	1. OXIDATION & PH ADJUSTMENT, 2. COAGULATION/FLOCCULATION/SETTLING & PH ADJUSTMENT, 3. ADSORPTION	BEST OXIDANT, BEST COAGULANT, GRANULAR ACTIVATED CARBON (GAC)	BEST OXIDANT DOSE, BEST COAGULANT DOSE, GAC EMPTY BED CONTACT TIME (EBCT) OF 10 MIN & 20 MIN; EBCT TO BE EXTRAPOLATED FOR OTHER VALUES	2 PH VALUES	4

**Figure 2: Treatability Study (Single Month Event)**

Sampling for the water treatability study will occur on three separate occasions, as required by VDH-ODW, May 2022, October 2022, and February 2023 (**this proposal covers the October and February treatability study events only**). Each month of testing will have three steps. All samples are to be taken at the intake location at a depth of 5 feet, which is one of the planned water intake screen depths to be located in the epilimnion of the reservoir. Timmons Group will provide initial analysis and review of test results and adjust the sampling plan for the subsequent testing period as needed.

May, October, and February have been selected as the test periods as they represent some of the most challenging times of the year to treat the raw water. Previous sampling efforts in 2006 – 2010 demonstrated elevated DOC in May and October and elevated Mn in October during the fall turnover when the reservoir destratifies. The October test period may have a reduced number of tests (and variables) once the May results are analyzed. Cold water presents different treatment challenges, hence the need for a February testing event.

**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

**Task 4: Laboratory Sampling & Testing Fees (Time & Materials)**

Timmons Group will utilize laboratories for analytical testing that are certified by the Virginia Division of Consolidated Laboratory Services (DCLS). At this point in time, Timmons Group is planning to team with Enthalpy Analytical in Richmond to perform the lab tests for Water Sampling Program presented in **Task 2**. This task will act as a mechanism to pass through the cost of laboratory sampling and testing. This method is proposed to avoid the need for the County to track dozens of invoices tied to the sampling effort. Invoices from laboratories will not be marked up.

**Task 5: Professor Schafran Advisory Role (Time & Materials)**

Professor Gary Schafran of Old Dominion University has vast research experience in environmental engineering, aquatic chemistry, physicochemical treatment processes, natural systems water quality, lake oxygenation, and reservoir management. Professor Schafran played an important role in the initial studies of the Sandy River Reservoir, authoring three reports from 2006 to 2010. Timmons Group is planning to team with Professor Schafran for this renewed round of sampling and testing. Professor Schafran will bring his institutional knowledge and technical expertise to the project to ensure its success. He will play an advisory role, aiding Timmons Group in the sampling and analysis effort. His scope and fee proposal is presented in **Exhibit C**.

**Task 6: Final Report (Time & Materials)**

Timmons Group will prepare a final report documenting the means and methods of the program, the data collected, the characteristics of the Reservoir, and the results of the treatability study. Recommendations for the WTP design will be provided and incorporated into the design. The initial report will be prepared after the second treatability study sampling period has occurred. It is anticipated that the initial report will be delivered in December 2022. Additional sampling will occur through April of 2023. An amendment to the report will be produced in May 2023.

**Project Deliverables**

- Interim Report signed and sealed by a Professional Engineer in the State of Virginia.
- Final Report signed and sealed by a Professional Engineer in the State of Virginia.
- Water sampling and test result documentation provided by the laboratory.

**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

**II. ANTICIPATED FEE STRUCTURE**

We propose to perform this work consistent with the fee schedule below on a time and materials (T&M) basis. Invoices will be prepared monthly based upon work completed. Invoices will include a narrative outlining the work completed during the previous month and identify any necessary action items required on behalf of the County.

<b>Tasks</b>	<b>Original Fee (Per the April 7 Proposal Approved April 12)</b>	<b>Anticipated Additional Fee</b>	<b>Anticipated Total Fee</b>
Task 1 – Program Management (T&M)	\$4,000	\$21,000	\$25,000
Task 2 – Water Sampling Program (T&M)	\$25,000	\$100,000	\$125,000
Task 3 – Treatability Study (T&M)	\$75,000	\$150,000	\$225,000
Task 4 – Laboratory Sampling Fees (T&M)	\$12,000	\$123,000	\$135,000
Task 5 – Professor Schafran Advisory Role (T&M)	\$4,000	\$6,000	\$10,000
Task 6 – Final Report (T&M)	\$0	\$20,000	\$20,000
<b>T&amp;M Total Budget Estimate</b>	<b>\$120,000</b>	<b>\$420,000</b>	<b>\$540,000</b>

The above listed fees for time & materials tasks are based on the scope of services presented in this proposal and are budget estimates. Should the scope of services expand or substantially vary in such a way that scope and effort required increases, Timmons Group may request an additional fee for the increase in scope.

**Figure 3** provides a summary of laboratory analytical costs as provided by Enthalpy Analytical. It is likely that the rates shown here may be decreased through a bulk testing discount. Refer to **Exhibit D** for a breakdown of their rates.

**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

PARAMETER	SAMPLING FREQUENCY	TOTAL STUDY # OF TESTS	COST PER SAMPLE SUITE	TOTAL COST
PRECIPITATION	DAILY	N/A	\$ -	\$ -
FLOW	DAILY	N/A	\$ -	\$ -
RESERVOIR LEVEL	WEEKLY <sup>1</sup>	N/A	\$ -	\$ -
pH	WEEKLY <sup>1</sup>	520	\$ -	\$ -
TEMPERATURE	WEEKLY <sup>1</sup>	520	\$ -	\$ -
DISSOLVED OXYGEN	WEEKLY <sup>1</sup>	520	\$ -	\$ -
CONDUCTIVITY	WEEKLY <sup>1</sup>	520	\$ -	\$ -
TURBIDITY <sup>2</sup>	WEEKLY <sup>1</sup>	108	\$ -	\$ -
ALKALINITY	WEEKLY <sup>1</sup>	108	\$ 22.83	\$ 2,465.64
TOTAL FE	WEEKLY <sup>1</sup>	108	\$ 14.30	\$ 1,544.40
TOTAL MN	WEEKLY <sup>1</sup>	108	\$ 27.50	\$ 2,970.00
E. COLI	WEEKLY <sup>1</sup>	108	\$ 55.00	\$ 5,940.00
TOTAL COLIFORM BACTERIA	WEEKLY <sup>1</sup>	108	\$ 55.00	\$ 5,940.00
TOC	WEEKLY <sup>3</sup>	90	\$ 44.00	\$ 3,960.00
DOC	WEEKLY <sup>3</sup>	90	\$ 44.00	\$ 3,960.00
CRYPTOSPORIDIUM	EVERY OTHER WEEK	72	\$ 345.00	\$ 24,840.00
GIARDIA LAMBLIA	EVERY OTHER WEEK	72	\$ 345.00	\$ 24,840.00
CHLOROPHYLL A	MONTHLY <sup>4</sup>	36	\$ 103.50	\$ 3,726.00
TOTAL PHOSPHORUS	MONTHLY	36	\$ 49.50	\$ 1,782.00
AMMONIA NITROGEN	MONTHLY	36	\$ 41.80	\$ 1,504.80
UV254	MONTHLY	36	\$ 71.74	\$ 2,582.64
COLOR	QUARTERLY	12	\$ 34.10	\$ 409.20
TDS	QUARTERLY	12	\$ 27.50	\$ 330.00
METALS <sup>5</sup>	QUARTERLY	12	\$ 435.88	\$ 5,230.56
INORGANICS <sup>5</sup>	QUARTERLY	12	\$ 519.20	\$ 6,230.40
VOC <sup>5</sup>	QUARTERLY	12	\$ 168.00	\$ 2,016.00
SOC <sup>5</sup>	QUARTERLY	12	\$ 2,557.80	\$ 30,693.60
RADIOLOGICAL <sup>5</sup>	ANNUAL	3	\$ 538.20	\$ 1,614.60
PFAS <sup>6</sup>	ANNUAL	3	\$ 330.00	\$ 990.00
SHIPPING & LAB DISPOSAL				\$ 2,250.00
<b>TOTALS</b>		<b>3274</b>		<b>\$ 135,819.84</b>

**Figure 3: Water Sampling Program Lab Costs (Task 4)**

**Exhibit E** provides a summary of treatability study testing costs as provided by AH Environmental. If sufficient results are obtained during the May sampling event (not in this scope), the October and February sampling events may be reduced in scope. The May Study is estimated at approximately \$70,000.

Refer to **Exhibit F** for a monthly breakdown of the anticipated fee structure.

**Sandy River Water Project – Water Sampling Program & Treatability Study  
Revised Time & Materials Scope and Budget for full 12-month Study Period**

**III. ASSUMPTIONS AND CLARIFICATIONS**

Timmons Group provides the following assumptions and clarifications in regard to the Scope of Services.

- This scope of work is dependent on VDH-ODW continued approval of the water sampling program and treatability study plan. If VDH-ODW adds more requirements to the study, the cost may increase.
- Whereas jar testing is a bench-scale test, pilot testing is a field-scale test that evaluates a given treatment process under actual operating conditions. The testing is limited in both duration and scale and will help determine the feasibility of a full-scale implementation. It is usually performed subsequently to any jar testing and preliminary studies. Pilot testing is not included in this scope of work. Depending on the results of this study, pilot testing may be required by VDH or recommended by the Engineer.

**IV. ANTICIPATED SCHEDULE**

Water quality sampling will occur monthly, starting in May 2022 and running through April 2023. Sampling for the water treatability study will occur on three separate occasions; May 2022, October 2022, and February 2023. An initial report will be prepared after the second treatability study sampling period has occurred and will be delivered to the County in December 2022. It is anticipated that the final report will be delivered in May 2023.

Thank you for allowing Timmons Group the opportunity to provide you with this proposal. We look forward to the opportunity of working with you to deliver this critical program for the County. Should you have any questions or need any additional information, please don't hesitate to call.

Respectfully submitted,



Joseph C. Hines, PE, MBA  
Senior Principal - Principal in Charge



David J. Saunders, PE, DBIA  
Senior Principal – Utilities

*Matthew Miller*

Matthew Miller, PE, M Eng, Assoc. DBIA  
Senior Project Manager

Accepted by: **Prince Edward County, VA**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Copyright © 2022 Timmons Group – This proposal shall be considered confidential and proprietary until such time as Client has executed a contract with Timmons Group.*

## Exhibit A

## Timmons Group 2022 BILLING RATES

Rates in effect for 1/1/2022 to 12/31/2022

<u>TEAM MEMBER</u>	<u>Hourly Rate</u>	<u>TEAM MEMBER</u>	<u>Hourly Rate</u>
<b><u>Engineering</u></b>		<b><u>Environmental</u></b>	
Engineer Technician	\$85.00	Environmental Technician	\$75.00
Project Engineer I	\$95.00	Environmental Scientist	\$95.00
Project Engineer II / Designer	\$105.00	Environmental Scientist II	\$105.00
Project Engineer III / Sr. Designer	\$115.00	Sr. Environmental Scientist	\$115.00
Project Manager / Sr. Project Engineer	\$150.00	Environmental Project Manager	\$150.00
Sr. Project Manager	\$185.00		
Principal	\$230.00	<b><u>Survey</u></b>	
Senior Principal	\$280.00	Survey Technician	\$90.00
		Sr. Survey Technician	\$115.00
<b><u>Construction Services</u></b>		SUE Project Manager	\$130.00
Laboratory Manager	\$85.00	Licensed Land Surveyor	\$150.00
Materials Technician	\$60.00	1 Man Crew w/ Robot	\$130.00
Sr. Field Technician	\$70.00	2 Man Crew	\$150.00
Construction Inspector	\$80.00	3 Man Crew	\$210.00
Sr. Construction Inspector	\$90.00		
Const. Material Testing Manager	\$115.00	<b><u>Right of Way</u></b>	
		Right of Way Manager	\$125.00
<b><u>Landscape Architecture</u></b>		Right of Way Specialist	\$110.00
Landscape Technician	\$85.00	Document Specialist	\$75.00
Landscape Architect/Land Planner	\$105.00		
Visualization Manager	\$115.00	<b><u>GIS</u></b>	
Sr. Landscape Architect	\$125.00	GIS Field Technician	\$65.00
LA/LP Project Manager	\$150.00	GIS Technician	\$80.00
LA/LP Sr. Manager	\$165.00	GIS Analyst	\$110.00
		GIS Programmer/Analyst	\$140.00
<b><u>Support Staff</u></b>		Project Manager	\$150.00
Field Intern	\$45.00	Software Engineer	\$155.00
Engineering Intern	\$60.00	Sr. Software Engineer	\$175.00
Clerical	\$80.00	Sr. Project Manager	\$185.00
		Program Manager	\$205.00

**REIMBURSABLE EXPENSES:**

- Any expenses, such as, printing, courier, telephone and outside consultants not listed in the Services above will be invoiced as "Time and Material"
- Mileage will be billed at the IRS approved rate at the time services are provided.

**NOTES:**

- Hourly rates will be utilized for Time & Materials services performed.
- Timmons Group will provide rates for specific Construction Materials field equipment & lab tests upon request.
- Rates will be subject to change at the beginning of each calendar year.
- Subconsultants will be billed at cost plus 10%



**Exhibit B – Terms and Conditions**

1. **SCOPE OF SERVICES:** The Scope of Services performed under this Agreement shall be as described above. Separate Change Orders signed by authorized representatives of Timmons Group and the Client may, from time to time, describe additional or different services to be performed under this Agreement, such Change Orders are incorporated by reference herein. These Terms and Conditions shall apply to the Change Orders except to the extent expressly modified by such Change Order. Timmons Group services with regard to the specific properties covered by this Agreement and subsequent Change Orders, if any, shall hereinafter be referred to as the “Project” or “Projects.”
2. **PROCUREMENT:** Timmons Group services have been procured via the Virginia’s Growth Alliance Term Contract dated August 29, 2019.
3. **STANDARD OF CARE AND CODE COMPLIANCE:** Timmons Group shall provide its services under this Agreement consistent with the professional skill and care ordinarily provided by members of the same profession practicing in the same or similar locality under the same or similar circumstances. Timmons Group shall exercise usual and customary professional care in its efforts to comply with all applicable codes, laws, regulations and the policies of regulatory agencies in effect as of the date of the Agreement (collectively, “legal requirements”). Design changes made necessary by newly enacted codes, laws, regulations and the policies of regulatory agencies after the date of this Agreement shall be treated as an additional service subject to an executed Change Order, and Timmons Group shall be entitled to appropriate additional compensation. Timmons Group shall not be liable for any damages arising from conflicting interpretations of any legal requirements by different officials. In the event of a conflict between legal requirements applicable to the Project, Timmons Group shall notify the Client of the nature and impact of such conflict, and the Client agrees to cooperate and work with Timmons Group in an effort to resolve the conflict.
4. **INSTRUMENTS OF SERVICE:** All documents, including, but not limited to, drawings, specifications, plans, reports and other forms of electronic data prepared and furnished by Timmons Group, are Instruments of Service pursuant to this Agreement and remain the property of Timmons Group. Client may retain one such copy of all such documents, for record purposes, which documents may only be used for the Project. Any adaptation by Client of said documents, whether intentional or inadvertent, without Timmons Group’s verification shall be at Client’s sole risk and without liability or legal exposure to Timmons Group or Timmons Group’s employees. Client agrees to assume all risks associated therewith and to hold Timmons Group harmless and indemnify it from and against any claims, liabilities, damages, losses and costs, including but not limited to attorney’s fees, arising therefrom or in connection therewith.
5. **GOVERNING LAW:** This Agreement shall be governed according to the laws of the of the place of the Project, without regard to its conflicts of laws provisions.
6. **THIRD PARTY RIGHTS:** This Agreement shall not create any rights or benefits to parties other than the Client and Timmons Group.
7. **ASSIGNMENT:** This Agreement may not be assigned without the prior written consent of the Client and Timmons Group, such consent not to be unreasonably withheld.
8. **PROJECT SITE SAFETY:** Timmons Group’s Project site responsibilities are limited solely to the activities of Timmons Group and Timmons Group’s employees on the Project site. These responsibilities shall not be inferred by any party to mean that Timmons Group has responsibility for Project site safety. The Client and Timmons Group agree that Project site safety is the sole and exclusive responsibility of the Project’s owners or contractor(s). The parties likewise agree that the Project contractor(s) is solely responsible for Project means, methods, techniques, sequences of operation and procedures, and that Timmons Group shall have no obligations relating to these contractor(s) duties.

- 9. LIMITATION OF LIABILITY:** To the fullest extent permitted by law, except as expressly stated in this Agreement, Timmons Group makes no representations or warranties, express or implied. Notwithstanding any other provision of this Agreement, the maximum liability, in the aggregate, to the Client and anyone claiming by or through the Client, of Timmons Group and its officers, directors, shareholders, partners, employees, agents and subconsultants, and any of them, for any and all claims, losses, or damages, including attorney's fees, in any way related to or arising from the Project or this Agreement, shall not exceed Timmons Group's total fee under this Agreement, or \$50,000, whichever is less.
- 10. DISPUTE RESOLUTION:** In the event of any action or proceeding brought by either party against the other under this Agreement, other than default on payment, the prevailing party shall be entitled to recover all costs and expenses, including its court reporter fees, expert witness fees, and reasonable attorney's fees. In the event the account is forwarded for collection based on default of payment, the Client will be responsible for all costs incurred including attorney's fees in an amount equal to 33% of the outstanding balance. The parties agree to litigation in a court of competent jurisdiction in the jurisdiction where the Project is located.
- 11. INDEMNIFICATION:** Timmons Group agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors and employees, against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, to the extent caused solely and directly by the negligent performance of professional services by Timmons Group or its agents under this Agreement. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Timmons Group, its officers, directors, employees and agents, against all damages, costs and liabilities, including reasonable attorney's fees, caused solely by the Client's negligent acts in connection with the Project or that of its Contractor(s), subcontractors or consultants or anyone for whom the Client is legally liable. Neither Timmons Group nor the Client shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.
- 12. MISCELLANEOUS:** This Agreement constitutes the entire agreement of the Parties. All prior agreements, whether written or oral, are merged herein and shall be of no force or effect. This Agreement cannot be changed, modified or discharged orally, but only in an agreement in writing. If any term, condition, or provision of this Agreement is found unenforceable by a court of law or equity, this Agreement shall be construed as though that term, condition, or provision did not exist, and its unenforceability shall have no effect whatsoever on the rest of this Agreement. **This represents drafting by both parties and in the event of ambiguities, the principle of interpretation against the drafter shall not apply.**

**Exhibit C – Professor Schafran Scope & Fee Proposal**

March 30, 2022

**To:** Matthew Miller  
**From:** Gary Schafran

**Subject:** Scope and Fee for Assistance in Sandy River Reservoir Monitoring and Treatability Study

Below is a draft scope, estimated hours, and proposed fee associated with providing guidance related to assessing Sandy River Reservoir water quality, guidance on treatability studies, and evaluation and interpretation of all data generated through these efforts. This effort also includes contributing to the generation of tables and figures, and writing sections that Timmons may include directly, incorporated in whole or in part, into the final technical memorandum prepared by Timmons for Prince Edward County.

The effort will include travel to Sandy River Reservoir for an initial effort to guide Timmons personnel on sampling and monitoring techniques. Travel to meet with the Virginia Department of Health, Danville Office is also budgeted in case this meeting occurs.

The deliverable from this effort will be all the electronic files developed/created as part of the assessment of data that will be collected during the reservoir monitoring effort and similar evaluation of data that will come from the laboratory treatability studies. Written interpretations of both efforts will be included and provided to Timmons in electronic form. Close coordination with Timmons is expected during the course of the project including monthly updates on efforts.

**Fee:** All-inclusive fee is \$110/hour

<b>Task</b>	<b>Description</b>	<b>Time (hours)</b>	<b>Cost</b>
<b>1</b>	Travel to Sandy River Reservoir from Virginia Beach, VA to meet with Timmons Personnel. One trip.	<b>8</b>	<b>\$880</b>
<b>2</b>	Travel to Danville to meet with Virginia Department of Health	<b>9</b>	<b>\$990</b>
<b>3</b>	Evaluate monitoring plan (initially) and provide input on analytical procedures and recommendations on outside laboratories. Assess and interpret water quality monitoring data combined with meteorological and hydrological conditions during the period of monitoring.	<b>25</b>	<b>\$2,750</b>
<b>4</b>	Provide oversight of treatability studies	<b>8</b>	<b>\$880</b>
<b>5</b>	Project coordination	<b>8</b>	<b>\$880</b>
<b>6</b>	Contribute to the writing and editing of the technical memorandum prepared by Timmons for Prince Edward County.	<b>30</b>	<b>\$3,300</b>
	<b>Total</b>	<b>88</b>	<b>\$9,680</b>

**Exhibit D – Enthalpy Analytical Laboratory Rates**

**Bill To:** Timmons Group  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**Pricing Summary**

Analysis	Method	Quantity	TAT (days)	Unit Price	Extended Price
<b>Potable Water</b>					
Acrylamide	Subcontract	3	10	\$270.00	\$810.00
Cyanide, Total	SM22 4500CNE-2011	3	10	\$60.00	\$180.00
Diquat	EPA549.2	3	10	\$138.00	\$414.00
Epichlorohydrin	Subcontract	3	10	\$168.00	\$504.00
Formation Potential	SM5710B/D	0	10	\$221.38	\$0.00
Haloacetic Acids	EPA552.3	3	10	\$125.00	\$375.00
SVOC	EPA525.2	3	10	\$275.00	\$825.00
THM 524	EPA524.2	3	10	\$177.10	\$531.30
<b>Non-Potable Water</b>					
(Nitrate + Nitrite) - Nitrite	varies	3	10	\$56.65	\$169.95
2,3,7,8-TCDD SIM Screen	EPA625	3	10	\$400.00	\$1,200.00
Alkalinity	SM22 2320B-2011	9	10	\$22.83	\$205.47
Aluminum by ICP	EPA200.7 Rev 4.4	3	10	\$14.30	\$42.90
Ammonia Automated Phenate	EPA350.1 R2.0	9	10	\$41.80	\$376.20
Antimony by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Arsenic by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Barium by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Beryllium by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Cadmium by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Calcium by ICP	EPA200.7 Rev 4.4	3	10	\$20.00	\$60.00
Carbofuran, Oxamyl Sub	EPA531.2	3	10	\$156.00	\$468.00
Chloride	EPA300.0 R2.1	3	10	\$56.65	\$169.95
Chlorophyll a	SM18 10200H	9	10	\$103.50	\$931.50
Chromium by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Color,	SM22 2120B-2011	3	10	\$34.10	\$102.30
Copper by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Corrosivity	SW7.2	3	10	\$55.00	\$165.00
Dissolved Organic Carbon	SM22 5310C-2011	9	10	\$44.00	\$396.00
E. Coli/Coliform (MPN)	Colilert 18 QT	33	10	\$55.00	\$1,815.00
EDB-TCP-DBCP	SW8011	3	10	\$85.00	\$255.00
Endothall	EPA548.1	3	10	\$174.00	\$522.00
Fecal Coliform (MPN)	Colilert 18 QT	9	10	\$55.00	\$495.00
Fluoride	EPA300.0 R2.1	3	10	\$56.65	\$169.95
Giardia and Cryptosporidium	Subcontract	3	10	\$690.00	\$2,070.00
Glyphosate	Subcontract	3	10	\$120.00	\$360.00
Gross Alpha/Beta	EPA 900M	3	15	\$151.80	\$455.40

Unless otherwise agreed in writing, these services are provided pursuant to the terms and conditions as set forth at <https://enthalpy.com/terms-and-conditions>.

**Bill To:** Timmons Group  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**Pricing Summary**

Analysis	Method	Quantity	TAT (days)	Unit Price	Extended Price
Hardness	varies	3	10	\$56.65	\$169.95
Herbicides by GC ECD	SW8151A	3	10	\$250.00	\$750.00
Iron by ICP	EPA200.7 Rev 4.4	9	10	\$14.30	\$128.70
Lab Filtration	EA	33	10	\$10.00	\$330.00
Lead by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Manganese by ICPMS	EPA200.8 R5.4	9	10	\$27.50	\$247.50
Mercury by CVAA	EPA245.1 R3.0	3	10	\$49.78	\$149.34
Nickel by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Nitrate+Nitrite-Cad	SM22 4500-NO3F-2011	3	10	\$56.65	\$169.95
Nitrite	SM22 4500-NO2B-2011	3	10	\$56.65	\$169.95
Orthophosphate	SM22 4500PE-2011	3	10	\$30.00	\$90.00
Pesticides + PCB	varies	3	10	\$205.00	\$615.00
Phosphorus, Total Hach	SM 4500-PE (As Hach 8190)	9	10	\$49.50	\$445.50
Radium 226 EPA 903	EPA903	0	10	\$151.80	\$0.00
Radium 228 EPA904	Subcontract	3	15	\$151.80	\$455.40
Sample disposal fee	EA	246	10	\$3.00	\$738.00
Selenium by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Shipping-Outgoing	EA	3	10	\$300.00	\$900.00
Silver by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
Sodium by ICP	EPA200.7 Rev 4.4	3	10	\$14.30	\$42.90
Sulfate	EPA300.0 R2.1	3	10	\$56.65	\$169.95
SVOC SW8270	SW8270E	3	10	\$275.00	\$825.00
TDS	SM22 2540C-2011	3	10	\$27.50	\$82.50
Thallium by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
TKN	EPA351.2 R2.0	3	10	\$52.80	\$158.40
TOC	SM22 5310C-2011	9	10	\$44.00	\$396.00
Turbidity	SM22 2130B-2011	9	10	\$22.83	\$205.47
Uranium by ASTM D5174	ASTM	0	10	\$82.80	\$0.00
UV-254 SM5910B	SM22 5910B-2011	9	10	\$71.74	\$645.66
VOC SW8260	SW8260D	3	10	\$168.00	\$504.00
Zinc by ICPMS	EPA200.8 R5.4	3	10	\$27.50	\$82.50
				<b>Quote Total:</b>	<b>\$23,530.59</b>

All submittals are subject to a \$100 minimum invoice fee and sample disposal fee.

Unless otherwise agreed in writing, these services are provided pursuant to the terms and conditions as set forth at <https://enthalpy.com/terms-and-conditions>.



## Quotation

Page 3 of 9

**Bill To:** Timmons Group

1001 Boulders Parkway, Suite 300  
Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**Hardness consists of:**

Calcium by ICP

Magnesium by ICP

**(Nitrate + Nitrite) - Nitrite consists of:**

Nitrate+Nitrite-Cad

Nitrite

**Pesticides + PCB consists of:**

PCB EPA608

Pesticides, Organochlorine  
by EPA608

*Unless otherwise agreed in writing, these services are provided pursuant to the terms and conditions as set forth at <https://enthalpy.com/terms-and-conditions>.*

1941 Reymet Road Richmond, VA 23237 Phone: (804) 358-8295 Fax: (804) 358-8297

Page 18 of 29



**Bill To: Timmons Group**  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date: 05/16/2022**

**Quote Expires: 05/10/2022**

**Project Name: Sandy River Reservoir - Phase 1 (3months)**

**Attn: Matthew Miller**

**Turnaround Pricing**

**2,3,7,8-TCDD SIM Screen by EPA625**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$800.00	\$700.00	\$600.00	\$440.00	\$400.00

**Silver by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Aluminum by ICP by EPA200.7 Rev 4.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$28.60	\$25.03	\$21.45	\$15.73	\$14.30

**Alkalinity by SM22 2320B-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$45.66	\$39.95	\$34.25	\$25.11	\$22.83

**Ammonia Automated Phenate by EPA350.1 R2.0**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$83.60	\$73.15	\$62.70	\$45.98	\$41.80

**Arsenic by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Barium by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Beryllium by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Calcium by ICP by EPA200.7 Rev 4.4**

Same day	Same day	1 day	1 day	2 days	2 days	3 days
Inquire	Inquire	\$40.00	\$40.00	\$35.00	\$35.00	\$30.00
3 days	5 days	5 days	10 days	10 days		
\$30.00	\$22.00	\$22.00	\$20.00	\$20.00		

Unless otherwise agreed in writing, these services are provided pursuant to the terms and conditions as set forth at <https://enthalpy.com/terms-and-conditions>.

**Bill To:** Timmons Group  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**Carbofuran, Oxamyl Sub by EPA531.2**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$312.00	\$273.00	\$234.00	\$171.60	\$156.00

**Cadmium by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Chloride by EPA300.0 R2.1**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$113.30	\$99.14	\$84.98	\$62.32	\$56.65

**Cyanide, Total by SM22 4500CNE-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$120.00	\$105.00	\$90.00	\$66.00	\$60.00

**Color, by SM22 2120B-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$68.20	\$59.68	\$51.15	\$37.51	\$34.10

**Corrosivity by SW7.2**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$110.00	\$96.25	\$82.50	\$60.50	\$55.00

**Chromium by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Copper by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Dissolved Organic Carbon by SM22 5310C-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$88.00	\$77.00	\$66.00	\$48.40	\$44.00

**E. Coli/Coliform (MPN) by Colilert 18 QT**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$110.00	\$96.25	\$82.50	\$60.50	\$55.00

Unless otherwise agreed in writing, these services are provided pursuant to the terms and conditions as set forth at <https://enthalpy.com/terms-and-conditions>.

**Bill To:** Timmons Group  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**EDB-TCP-DBCP by SW8011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$170.00	\$148.75	\$127.50	\$93.50	\$85.00

**Iron by ICP by EPA200.7 Rev 4.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$28.60	\$25.03	\$21.45	\$15.73	\$14.30

**Fecal Coliform (MPN) by Collert 18 QT**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$110.00	\$96.25	\$82.50	\$60.50	\$55.00

**Fluoride by EPA300.0 R2.1**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$113.30	\$99.14	\$84.98	\$62.32	\$56.65

**Haloacetic Acids by EPA552.3**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$250.00	\$218.75	\$187.50	\$137.50	\$125.00

**Hardness by varies**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$113.30	\$99.14	\$84.98	\$62.32	\$56.65

**Herbicides by GC ECD by SW8151A**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$500.00	\$437.50	\$375.00	\$275.00	\$250.00

**Mercury by CVAA by EPA245.1 R3.0**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$99.56	\$87.12	\$74.67	\$54.76	\$49.78

**Manganese by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Sodium by ICP by EPA200.7 Rev 4.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$28.60	\$25.03	\$21.45	\$15.73	\$14.30

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**Bill To:** Timmons Group  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**Nickel by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**(Nitrate + Nitrite) - Nitrite by varies**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$113.30	\$99.14	\$84.98	\$62.32	\$56.65

**Nitrate+Nitrite-Cad by SM22 4500-NO3F-2011**

Same day	Same day	1 day	1 day	2 days	2 days	3 days
Inquire	Inquire	\$113.30	\$113.30	\$99.14	\$99.14	\$84.98
3 days	5 days	5 days	10 days	10 days		
\$84.98	\$62.32	\$62.32	\$56.65	\$56.65		

**Nitrite by SM22 4500-NO2B-2011**

Same day	Same day	1 day	1 day	2 days	2 days	3 days
Inquire	Inquire	\$113.30	\$113.30	\$99.14	\$99.14	\$84.98
3 days	5 days	5 days	10 days	10 days		
\$84.98	\$62.32	\$62.32	\$56.65	\$56.65		

**Orthophosphate by SM22 4500PE-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$60.00	\$52.50	\$45.00	\$33.00	\$30.00

**Phosphorus, Total Hach by SM 4500-PE (As Hach 8190)**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$99.00	\$86.63	\$74.25	\$54.45	\$49.50

**Lead by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Pesticides + PCB by varies**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$410.00	\$358.75	\$307.50	\$225.50	\$205.00

**Antimony by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

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**Bill To: Timmons Group**

 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date: 05/16/2022**
**Quote Expires: 05/10/2022**
**Project Name: Sandy River Reservoir - Phase 1 (3months)**
**Attn: Matthew Miller**
**Selenium by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**Shipping-Outgoing by EA**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00

**Sulfate by EPA300.0 R2.1**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$113.30	\$99.14	\$84.98	\$62.32	\$56.65

**SVOC by EPA525.2**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$550.00	\$481.25	\$412.50	\$302.50	\$275.00

**SVOC SW8270 by SW8270E**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$550.00	\$481.25	\$412.50	\$302.50	\$275.00

**TDS by SM22 2540C-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**THM 524 by EPA524.2**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$354.20	\$309.93	\$265.65	\$194.81	\$177.10

**TKN by EPA351.2 R2.0**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$105.60	\$92.40	\$79.20	\$58.08	\$52.80

**Thallium by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

**TOC by SM22 5310C-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$88.00	\$77.00	\$66.00	\$48.40	\$44.00

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**Bill To:** Timmons Group  
 1001 Boulders Parkway, Suite 300  
 Richmond VA, 23225

**Quote Date:** 05/16/2022

**Quote Expires:** 05/10/2022

**Project Name:** Sandy River Reservoir - Phase 1 (3months)

**Attn:** Matthew Miller

**Turbidity by SM22 2130B-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$45.66	\$39.95	\$34.25	\$25.11	\$22.83

**UV-254 SM5910B by SM22 5910B-2011**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$143.48	\$125.55	\$107.61	\$78.91	\$71.74

**VOC SW8260 by SW8260D**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$336.00	\$294.00	\$252.00	\$184.80	\$168.00

**Zinc by ICPMS by EPA200.8 R5.4**

Same day	1 day	2 days	3 days	5 days	10 days
Inquire	\$55.00	\$48.13	\$41.25	\$30.25	\$27.50

Quoted prices are guaranteed for one year.  
 Please place Project Name on the Chain of Custody  
 in order to ensure quoted prices are applied.

**Comments**

Outgoing shipping is an estimate only. Pricing is based on size, weight, and speed of shipment and applied at no additional mark-up.

Thank you for the opportunity to bid on your project.

We look forward to working with you.

Andrew Bruner  
 Project Manager

Subcontracting-- The turn around time for subcontracted analyses begins when the subcontract laboratory receives the samples. Enthalpy will manage subcontracted work with the client's approval but will not assume any liability for any performance issues that the subcontract laboratory might encounter during the course of the project. Clients are responsible for subcontract laboratories' minimum invoice fees.

Unless otherwise agreed in writing, these services are provided pursuant to the terms and conditions as set forth at <https://enthalpy.com/terms-and-conditions>.

**Exhibit E – AH Environmental Consultants, Inc. Proposal**



## **Professional Services for Water Quality Testing**

### **Sandy River Water Project**

#### **Testing to be performed**

##### **Raw Water Sample Collection (one time)**

Collect 30 to 60 gallons of Raw Water for testing each week for three consecutive weeks in order to perform three rounds of water quality testing during the three weeks as described below. Water shall be collected at a location and depth designated by Timmons. A boat shall be provided by Timmons for collection purposes or alternately the sample location shall be accessible from the shore.

##### **Round 1 – Coagulation, Oxidation, and Simultaneous Coagulation/ Oxidation Testing**

**1A** – Jar testing shall be conducted with one oxidant selected by Timmons (sodium or potassium permanganate) at 1.0, 1.5, 2.0, 5.0 times the stoichiometric rate at two pH points – a total of 8 tests. FE, MN, TOC, DOC, and UV254 will be analyzed.

**1B** – Hydrogen peroxide testing conducted at 4 different doses (to be selected by Timmons) at two different pH values. FE, MN, TOC, and UV254 will be analyzed.

**1C** – Jar testing shall be conducted to simulate coagulation, flocculation, and settling for two coagulants previously selected by Timmons - Alum (at 2 pH values) and Ferric Sulfate (at 2 pH values). Water quality samples will be tested for TOC, DOC, FE, MN, and UV254 before and after testing. A total of 20 tests will be performed.

**1D** – Jar testing shall be conducted with the best performing coagulant as selected by Timmons at two coagulant doses and two permanganate doses at two pH points (based on best performing coagulant) – a total of 16 tests.

**IE** - The best performing oxidant and coagulant selected from testing will be used to produce settled water to be further treated by a GAC column (Rapid Small Scale Column Tests (RSSCT)) for 10-minute and 20- minute empty bed contact time at 2 pH points. Samples to be tested for TOC, DOC, FE, MN, UV254, and THMFP – a total of 4 tests.

#### **Meetings and Deliverables**

AH Environmental Consultants, Inc. will provide the following deliverables:

- Test results of all testing outlined above
- Summary report of all test results and observations from testing.

#### **Budget**

The proposed budget for this project is a lump sum total of \$69,920.00 for one round of testing in May. Additional testing events will be negotiated under a separate agreement.

#### **Schedule**

Work will begin immediately upon notice to proceed. Testing will begin 7 days after receipt of all required reagents and supplies. Testing shall take no longer than 2 weeks. A draft report shall be submitted within 4 weeks of receiving all analytical results from the contract laboratory. A final report will be submitted 2 weeks after receiving all comments on the draft report.



**Sandy River Reservoir**  
**Sandy River Water Project**  
**Trachability Study**  
**Updated 5/16/22**

TEST NAME	WATER QUALITY PARAMETERS TO BE SAMPLED (pH & pHIT TEST)	PROCEDURE	CHEMICALS TO BE TESTED	CHEMICAL DOSES TO BE TESTED (mg/L)	TARGET pH TO BE TESTED	NUMBER OF TESTS PER SAMPLING EVENT	COST PER SAMPLE SUITE	TOTAL COST	Site	Notes	Product Manager	Hours
SAMPLE COLLECTION	MAY ROUND				Three Exposure (900 ml RT)	1	\$ 300.00	\$ 300.00	16	Lab M&S per sample including compliance and carbon columns		
OXIDATION	FC, MIN, UV254	OXIDATION & pH ADJUSTMENT	SODIUM PERMANGANATE OR POTASSIUM PERMANGANATE	1.0, 1.5, 2.0, & 3.0 TYPICAL STOICHIOMETRIC RATE	2 pH values for oxidation	8	\$ 175.00	\$ 1,400.00	136	As above 2 personnel for sample collection		
COAGULATION	FE, MIN, UV254, TOC, DOC	OXIDATION & pH ADJUSTMENT	HYDROGEN PEROXIDE	4 doses as advised by VPH	2 pH values for oxidation	8	\$ 175.00	\$ 1,400.00	136	Two employees conducting jar tests and analysis.	71.0	Setup of test cells, sample collection, instructions, and monitoring of procedure, and final report/expense review.
COAGULATION & ADSORPTION	FE, MIN, TOC, DOC, THM, FORMATION POTENTIAL, UV254	OXIDATION/CONSULTANT OR FLOCCULATION/SETTLING & pH ADJUSTMENT 1. COAGULANT, FLOCCULANT, AND SETTLING & pH ADJUSTMENT. 2. ADSORPTION	BEST OXIDANT AND DOSE + TWO COAGULANTS BEST PERFORMANCE OXIDANT, BEST CONTACT TIME (DOSE) OF 30 MIN AND ZONE DOSE TO BE ESTIMATED FOR OTHER VALUES ACTIVATED CARBON (SAC)	5L, 40, 50, 60 (FOR ALUM, OTHER COAGULANTS TESTED ON EQUIVALENT METAL DOSE)	2 pH completion pH values 2 pH FOR GAC	20	\$ 200.00	\$ 4,000.00	136			
<b>Total Lump Sum</b>												
<b>\$ 69,000.00</b>												

SAMPLING DATE  
MAY 2022  
 NOTES:  
 SAMPLE DEPTH  
5 FEET TO REPRESENT TYPICAL CONDITIONS IN THE EPURATOR

**Exhibit F – Anticipated Monthly Fee Breakdown**

**ANTICIPATED FEE STRUCTURE (MONTHLY BREAKDOWN)**

May 2022	\$78,500
June 2022	\$67,500
July 2022	\$18,000
August 2022	\$16,000
September 2022	\$17,000
October 2022	\$67,500
November 2022	\$76,000
December 2022	\$24,500
January 2023	\$16,000
February 2023	\$68,500
March 2023	\$67,500
April 2023	\$23,000
<b>T&amp;M Total Budget Estimate</b>	<b>\$540,000</b>

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** July 19, 2022  
**Item No.:** 24  
**Department:** County Administration  
**Staff Contact:** Sarah Elam Puckett  
**Issue:** Citizen Volunteer Appointments

**Summary:** Below is a chart summarizing the boards and commissions have vacancies.

APPOINTMENT	TERM OF OFFICE	# OF VACANCIES	IN OFFICE	NOTE
<b>Social Services Board</b> <i>(Position to be filled by resident living in the Rice area of the County.)</i>	4 Years	1	Vacant	Resignation of Carol R. Stiff. Term expires 6-30-24.
<b>County Planning Commission</b> <i>(Position to be filled by resident of the Town of Farmville.)</i>	4 Years	1	Vacant Town Position	Resignation of Cannon Watson. Term expires 12-31-22.

**ATTACHMENTS:** Letters of Resignation.

**RECOMMENDATION:** Authorize advertising vacancies for citizen volunteers.

Motion \_\_\_\_\_  
 Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
 Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
 Pride \_\_\_\_\_

Stiff \_\_\_\_\_  
 Townsend \_\_\_\_\_  
 Watson \_\_\_\_\_

**Subject:** FW: Resignation from PE Planning Commission

**From:** Cannon Watson <[cannonpeboard@gmail.com](mailto:cannonpeboard@gmail.com)>

**Date:** July 19, 2022 at 2:21:48 PM EDT

**To:** [dstanley@co.prince-edward.va.us](mailto:dstanley@co.prince-edward.va.us)

**Subject:** Resignation from PE Planning Commission

Mr. Stanley,

I hereby resign my position as a member of the Prince Edward County Planning Commission effective immediately. It has been an honor serving, and I thank my fellow members and current chair, John Prensaman, for the many years of good work.

Sincerely,

B. VonCannon Watson

**From:** Carol Stiff <[c.stiffbos@yahoo.com](mailto:c.stiffbos@yahoo.com)>  
**Date:** July 15, 2022 at 12:45:18 PM EDT  
**To:** "Douglas P. Stanley" <[dstanley@co.prince-edward.va.us](mailto:dstanley@co.prince-edward.va.us)>  
**Subject:** Letter of Resignation

Please accept this letter of formal notification that I am resigning from my position on the Prince Edward County Department of Social Services. My last day will be Friday July 15,2022.

Thank you so much for the opportunity to serve and work in this position for the past few years. I've greatly enjoyed and appreciate the opportunity. I've learned a lot about finance, budgeting and Programs that's available.

I wish the Social Service Board continued success and I hope to stay in touch in the future.

Sincerely  
Carol R. Stiff

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** July 19, 2022  
**Item No.:** 25  
**Department:** County Administration  
**Staff Contact:** Douglas P. Stanley/Sarah Elam Puckett  
**Issue:** Committee Reports – Properties Committee

---

**Summary:** The Properties Committee will be meeting Tuesday, July 19, 2022 at 5:00 p.m. The Committee will determine if they have recommendations to bring to the Board.

**Attachments:**

**Recommendation:** To be determined.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Pride \_\_\_\_\_

Stiff \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

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**Board of Supervisors  
Agenda Summary**

**Meeting Date:** July 19, 2022  
**Item #:** 26  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley/Sarah Puckett  
**Agenda Item:** Closed Session

**Summary:**

**MOTION GOING INTO CLOSED SESSION**

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

1. For discussion and consideration of the annual performance of the County Attorney, pursuant to the exemptions provided for in Section 2.2-3711 (A)(1) of the *Code of Virginia*; and
2. For discussion of the award of a public contract for legal services and discussion of the terms and scope of such contract, where discussion in an open session would adversely affect negotiating strategy of the public body, pursuant to the exemption provided for in Section 2.2-3711(A)(29) of the *Code of Virginia*.

Chair: Is there a second to the motion?

Roll call vote.

**MOTION FOR COMING OUT OF CLOSED SESSION**

Sample Motion: I move that the Board of Supervisors return to open session.

Chair: Is there a second to the motion?

Roll call vote.

**MOTION AFTER RETURNING TO OPEN SESSION:**

**Sample Motion: Whereas, the Prince Edward County Board of Supervisors has convened in closed session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**Whereas, Section 2.2-3712 of the *Code of Virginia* requires a certification by the Board that such closed session was conducted in conformity with Virginia Law;**

Motion _____	Cooper-Jones _____	Gilliam _____	Stiff _____
Second _____	Emert _____	Pride _____	Townsend _____
			Watson _____



**Board of Supervisors  
Agenda Summary**

Now, therefore, be it resolved that the Board hereby certifies that to the best of each member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements of Virginia law were discussed in closed session to which this certification resolution applies; and (ii) only such public matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered in the meeting by the Board.

Chair: Is there a second to the motion?

Chair: Any member who believes that there was a departure from the requirements of clauses (i) and (ii) shall state the substance of the departure that, in his judgement has taken place. (Such statement will be recorded in the minutes.)

Roll call vote.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Pride \_\_\_\_\_

Stiff \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_



**Board of Supervisors  
Agenda Summary**

**Meeting Date:** July 19, 2022  
**Item #:** 27  
**Department:** Board of Supervisors  
**Staff Contact:** Douglas P. Stanley  
**Agenda Item:** Correspondence/Informational

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**Summary:**

**Attachments:** Letter of Support for PSR AAA Grant

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Cooper-Jones \_\_\_\_\_  
Emert \_\_\_\_\_

Gilliam \_\_\_\_\_  
Pride \_\_\_\_\_

Stiff \_\_\_\_\_  
Townsend \_\_\_\_\_  
Watson \_\_\_\_\_

**BOARD OF SUPERVISORS**

Odessa H. Pride, Ed.D.  
Chair  
Llew W. Gilliam, Jr.  
Vice Chair  
Beverly M. Booth  
Pattie Cooper-Jones  
J. David Emert  
Carol R. Stiff  
Jerry R. Townsend



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**COUNTY ADMINISTRATOR**

Douglas P. Stanley, AICP, ICMA-CM

Post Office Box 382  
111 N. South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Office: (434) 392-8837  
Fax: (434) 392-6683

[dstanley@co.prince-edward.va.us](mailto:dstanley@co.prince-edward.va.us)  
[www.co.prince-edward.va.us](http://www.co.prince-edward.va.us)

July 15, 2022

To Whom it May Concern:

This letter is in support of Piedmont Senior Resources Area Agency (PSR) on Aging's application to Centra Foundation for a non-emergency medical transportation grant.

PSR has been working with Prince Edward County Administration, the Piedmont Health District (PHD), and Centra Health in ensuring that homebound seniors in our county and region obtain their COVID-19 vaccinations as well as obtaining medical care by providing transportation to appointments.

PSR has played a large part in advocacy in working with county and PHD leaders to support our older adults.

We can attest to the great job that PSR does to impact these seniors by making sure they can travel for much-needed medical appointments.

We hope you will take positive action on their application. Should you have any questions, please do not hesitate to contact me.

Respectfully,

Douglas P. Stanley, AICP, ICMA-CM  
County Administrator

DPS  
Attachment

cc: Board of Supervisors